



COUNTY COMMISSION

Ron Sellers
District 1
Member

Ron Hirst
District 2
Chair

Daniel P. Friesen
District 3
Vice-Chair

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

AGENDA

Commission Chambers

Tuesday, March 23, 2021, 9:00 A.M.

I. Call to Order

II. Pledge of Allegiance to the American Flag and Prayer

III. Welcome and Announcements by Commission Chair

IV. Public Comment on Items not on the Agenda.

Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.

V. Determine Additions or Revisions to the Agenda

VI. Consent Agenda

If any Commissioner would like further discussions or explanation of any item they may ask that it be removed from the consent agenda for additional consideration.

A. Vouchers (bills or payments owed by the county or related taxing units).

B. Cereal Malt Beverage License for Hutchinson Recreation Commission DBA Fun Valley Sports Complex.

C. Public Works' Purchase of a 4,000 Gallon Water Tank from Niece Equipment at a cost of \$26,800.

D. Public Works Broadband Pole Policy Revision.

E. Public Works Buried Utilities Policy Revision.

F. Public Works County Road Entrance and Culvert Policy Revision.

G. Public Works Oversize/Overweight Haul Loads Policy Adoption.

H. Solid Waste's Purchase of 2017 CAT 330FL Excavator from Foley Equipment for \$212,000.00.

I. Proposal from Hammel Scale to relocate the current scale at Solid Waste to the new scale house location; and the purchase of a new, additional scale at a total cost of \$114,075.00.

1. **Action** – Motion to **approve** the Consent Agenda

Friesen Sellers Hirst

VII. Business Items

A. Hutchinson Community Foundation Update by Kari Mailloux, Director of Strategic Initiatives.

B. Public Works Update by Don Brittain, Director.

C. Health Department Business by Karla Nichols, Director.

1. Community Health Assessment and Community Health Improvement Plan.

2. Grant Application to Kansas Department of Health and Environment

3. Accreditation by the Public Health Accreditation Board.

VIII. County Administrator Report

IX. County Commission Report/Comments

X. Adjournment



AGENDA ITEM

AGENDA ITEM #06B

INFORMATION: (From and Issue) New application for a Cereal Malt Beverage License for Hutchinson Recreation Commission DBA Fun Valley Sports Complex for ON PREMISES Sells in the amount of \$125.00

PRESENTED BY: Valorie Garcia

AGENDA DATE: March 23rd 2021

BACKGROUND Hutchinson Recreation Commission renews their license every year for Fun Valley Sports Complex

ALTERNATIVE Approve the application

RECOMMENDATION Approval

FISCAL IMPACT The County General Fund 001-00-4300-001 will receive revenue in the amount of \$125.00 from Hutchinson Recreation Commission DBA Fun Valley Sports Complex for the CMB license application. They let their last one expire.

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee: \$ 125.00

RETAIL

No. 001

DEALER'S

2021

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is here by granted to Hutchinson Recreation Commission DBA Fun Valley to sell at retail

CEREAL MALT BEVERAGES

for sale for consumption on premises (State if for consumption on
the premises, or for sale in original and unopened containers and not for consumption on the premises.)

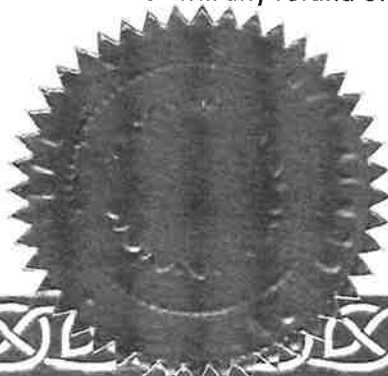
at Fun Valley Sports Complex 4401 W Fourth Hutchinson, Ks 67501
(Give exact location, with street number, if any.)

in the Township of Reno in Reno County, Kansas
Application therefor, on file in the Office of the County Clerk of said County, having been approved by the
Governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of
County Commissioners.

This License will expire March 22, 2022, unless sooner revoked, is not transferable,
Nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Reno County, Kansas,
this 23rd day of March, 2021

Attest: Donna Patton
County Clerk Chairman



CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

City or County of Reno

SECTION 1 – LICENSE TYPE

Check One: New License Renew License Special Event Permit

Check One:

- License to sell cereal malt beverages for consumption on the premises.
 License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB. Yes (required for new application)

Name of Corporation Hutchinson Recreation Commission		Principal Place of Business Fun Valley Sports Complex	
Corporation Street Address 17 E 1st Ave		Corporation City Hutchinson	State KS Zip Code 67501
Date of Incorporation 1946	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name Anthony finlay		Phone No. 620-663-6179	
Residence Street Address 101 Hyde Park Dr		City Hutchinson	State KS Zip Code 67502

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name Fun Valley Sports Complex	Name Hutchinson Recreation Commission
Business Location Address 4401 W 4th Ave	Address 17 E 1st Ave
City Hutchinson	City Hutchinson
State KS	State KS
Zip 67501	Zip 67501
Business Phone No. 620-663-6179	<input type="checkbox"/> Applicant owns the proposed business location. <input checked="" type="checkbox"/> Applicant does not own the proposed business location.
Business Location Owner Name(s) City of Hutchinson	

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

COUNTY CLERK

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
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Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION

My place of business or special event will be conducted by a manager or agent.	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, provide the following:

Manager/Agent Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

Manager or Agent Spousal Information*

Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE

Within 2 years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which: (1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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All of the individuals identified in Sections 4 & 5 are at least 21 years of age*.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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SECTION 7 – DURATION OF SPECIAL EVENT

Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE *A TR* DATE 2 mar 21

FOR CITY/COUNTY OFFICE USE ONLY:

License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

\$25 CMB Stamp Fee Received Date _____

Background Investigation Completed Date _____ Qualified Disqualified

Verified applicant has registered with the TTB as an Alcohol Dealer

New License Approved Valid From Date _____ to _____ By: _____

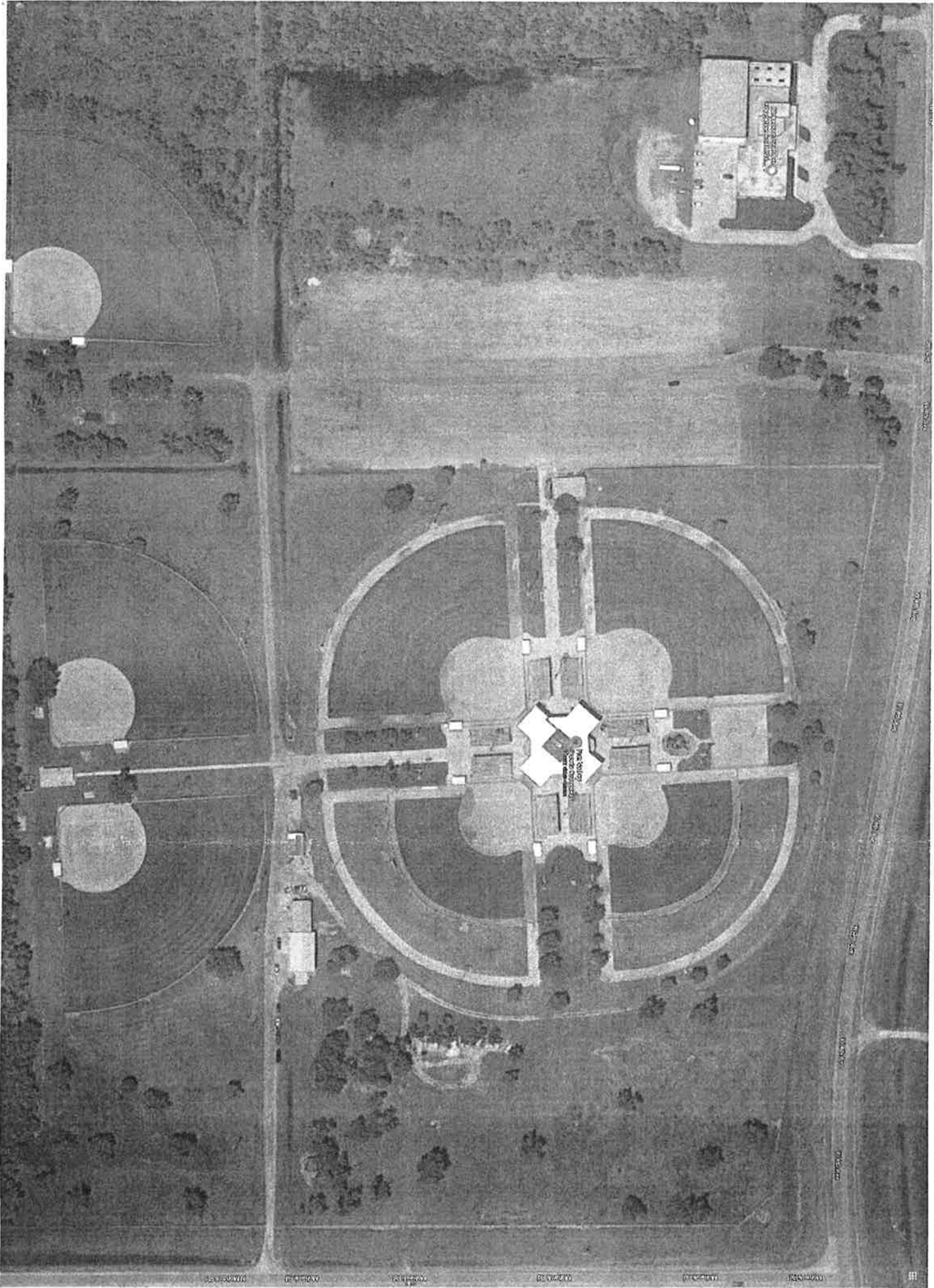
License Renewed Valid From Date _____ to _____ By: _____

Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

* Applicant's spouse is not required to meet citizenship, residency or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)







AGENDA REQUEST

**AGENDA
ITEM #06C**

INFORMATION: Purchase of a 4,000 gallon water tank from Niece Equipment, Fort Scott, Kansas
(From and Issue) for a cost of \$26,800.00.

PRESENTED BY: Don Brittain, Public Works Director

AGENDA DATE: March 23, 2021

BACKGROUND n/a

ALTERNATIVE n/a

RECOMMENDATION Approve equipment purchase.

FISCAL IMPACT Budgeted for 2021 per the CIP. Public Works Fund 007 Operational Equipment.



Quote # 18226
Date: 2/22/21

David Serviss
Reno County Public Works
600 Scott Blvd

Email: david.serviss@renogov.org
Phone: (620) 960-0663
Fax:

This Proposal Document Contains: Specifications for one (1) N4000 Series 4,000 gallon tank kit for customer installation on existing chassis. Tank to be built to customer supplied measurements.

Tank Design:

Low profile, low center of gravity design, 3/16" A36 Carbon Steel with 1/4" 'Z' frame, 2 1 /2" hydrant fill pipe, fenders with hose hooks, 24" open manway, weld-on isolator bushing, DOT lighting with marker stop/turn, Rear Ladder, Manifold, All mounting hardware, Painted standard equipment white. **100% interior coated with marine grade epoxy**

Fenders & Brackets:

Fenders with hose hooks

Fill Port and Tank Access

24" squared, open, full welded manway

Mounting & Installation

Customer supplied installation

Sprays & Controls

Use Existing

Net Price Above system installed and tested F.O.B. Fort Scott, KS	\$ 26,800.00
F.E.T. to be added if customer not F.E.T. Exempt	\$ 3,216.00

NIECE

Quote # 18226
Date: 2/22/21

Page 2 of 2

Options Priced Separately: *Please check appropriate box if desired*

	YES	NO	Net Price to Ad:
1). Unit painted special color other than equipment white	<input type="checkbox"/>	<input type="checkbox"/>	POR
2). Additional side spray with in cab control	<input type="checkbox"/>	<input type="checkbox"/>	\$ 450.00
3). Hose reel with 50' x 1 1/2" hose and fog nozzle (manual rewind)	<input type="checkbox"/>	<input type="checkbox"/>	\$ 1,050.00
4). Full width gravity bar with in cab control	<input type="checkbox"/>	<input type="checkbox"/>	\$ 1,950.00
5). Tank mounted remote control water cannon with in cab controls	<input type="checkbox"/>	<input type="checkbox"/>	\$ 6,950.00
6). Suction plumbing (Self loading) with handy primer 20' suction hose	<input type="checkbox"/>	<input type="checkbox"/>	\$ 895.00
7). Tank interior blast and full epoxy coating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Included
8). Sight glass tubes front/rear or both (each)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 245.00
9). PTO w/ driveline kit (unbalanced) Cust. must advise transmission	<input type="checkbox"/>	<input type="checkbox"/>	POR

Note: Niece Equipment does not recommend accessing tank top in a field environment and should only be done in accordance with local safety standards in a controlled shop environment.

Delivery Estimate: Tank will be ready to ship approx. 6-7 weeks from receipt of deposit.
Production schedule must be confirmed at time of order

Terms:

25% Deposit with order, balance due on completion, prior to shipment.

All prices are shown in USD, F.O.B. Fort Scott, KS (USA)

Prices are valid for 30 days from date of quotation

Federal, state, and local taxes are not included in this quotation

Sincerely,

Johnny L. Rainey
Manager, Mining and Quarries

903-810-0339

ACCEPTED BY:



DATE: 2-23-2021

PO: _____



AGENDA REQUEST

**AGENDA
ITEM #06D**

INFORMATION: Broadband Pole Policy Revision.
(From and Issue)

PRESENTED BY: Don Brittain, Public Works Director

AGENDA DATE: March 23, 2021

BACKGROUND n/a

ALTERNATIVE n/a

RECOMMENDATION Approval and signature of policy.

FISCAL IMPACT Part of the 2021 revision is requiring a \$50.00 permit fee upon application submittal.

**RENO COUNTY PUBLIC WORKS DEPARTMENT
POLICY FOR INSTALLATION OF BROADBAND POLES
ON PUBLIC RIGHT-OF-WAY**

POLICY:

Broadband poles located within Reno County road right-of-way shall be installed in accordance with the provisions of this Policy.

RESPONSIBILITY:

Public Utilities (hereafter "Utilities") are required to obtain Broadband Pole Permits prior to the placement or relocation of broadband poles on County public right-of-way. Permits shall be issued by the Reno County Public Works Director (hereafter the "Director") subject to the criteria established by this policy. No broadband pole shall be constructed or reconstructed on Reno County public right-of-way without the required permit. Unauthorized work performed without a County permit may be required to be removed and reinstalled with proper inspection by the County.

GENERAL:

No construction or relocation of broadband poles shall commence prior to submission and approval of a Broadband Pole Permit Application. Submission of the Utility's permit application shall include detailed construction drawings, and payment of \$50.00 permit fee per K.S.A. 17-1902.

A Utility shall identify and address in its application any anticipated variances from the requirements of this policy, which shall include the submission of any additional documentation and construction drawings with the application.

PUBLIC SAFETY:

All required traffic control signing shall be erected by the Utility, per the *Manual of Uniform Traffic Control Devices* prior to work commencing. Reno County accepts no liability for accidents that occur due to lack of traffic control.

CONSTRUCTION REQUIREMENTS:

The utility pole shall be a standard utility pole of wood, fiber glass, metal or concrete construction installed by direct bury with no foundation or footing and the following conditions shall be satisfied:

Right-of-way 60 feet or less: Maximum pole diameter at the ground line is 12 inches.

Right-of-way greater than 60 feet. Maximum pole diameter at the ground line is 18 inches.

- a. The base shall not restrict the ditch and should fit on the flat area between the right-of-way line and the top of the backslope.
- b. Adequate right-of-way is available, so the base does not obstruct installation of other utilities.
- c. The off-road area shall be adequate to construct the facilities without closing the road. One lane shall remain open at all times, except when flaggers are present.

Note: With the above conditions it may be difficult to find a suitable location on existing right-of-way for poles. The County and Utility shall cooperate and jointly view and evaluate potential sites, with the ultimate decision being made by the County under advisement of a licensed engineer chosen by the County, at the expense of the Utility.

Poles shall not be placed on bridges or structures or within 300 feet of the nearest end of bridges or structures.

Poles requiring the use of guide wires shall not be placed in the right-of-way.

The outside edge of the pole nearest the road(s) shall be placed within 1 foot of the right-of-way line on the back slope.

Poles shall not obstruct the sight triangle at intersections and driveways per latest version of the American Association of State Highway and Transportation Officials (AASHTO).

For poles located near an intersection or driveway the associated equipment, whether on a pole or ground mounted, shall be located so as not to obstruct the sight triangle.

Parking for maintenance shall be planned so service vehicles will not park on the road or road shoulder. Parking can be an entrance, access from adjacent property (such as a public parking lot) or on the fore slope if 6:1 or flatter.

While not safety related, consider roads where there is no planned widening or construction that may require a relocation of the pole.

Poles which cannot be placed in the right-of-way and are to be located on private property outside of the right-of-way are subject to Reno County Zoning Regulations currently in effect.

The Utility shall be responsible for the maintenance of any soil erosion or settlement resulting from installation.

The Utility shall be responsible for future utility infrastructure relocations within the road right-of-way required as a consequence of the County's regrading, reconstructing, and/or widening of the right-of-way at no cost to the County.

The Utility shall notify Reno County Public Works no less than 24 hours prior to commencement of construction and within 24 hours of completed construction by calling 620-694-2976.

Following the installation of the utility infrastructure, the condition of the right-of-way shall be returned to its preexisting condition. Any damage to bridges, structures and pavement caused by the Utility, its employees and agents shall be repaired by the Utility at its expense to a condition acceptable to the Director.

To receive acceptance for the work authorized by a permit, completion of the work must be verified by a final inspection. It is the Utility's responsibility to call for a final inspection. The Utility will pothole buried lines at locations indicated by the County to verify that lines were buried as required in the permit. If work or restoration is found to be defective or insufficient, the Utility shall complete said work and call for a reinspection.

Construction shall be completed within 2 months of the permit issuance date. If construction is not completed within the 2-month deadline, an extension of time shall be requested by the Utility and may be approved at the Director's discretion before work resumes.

EFFECTIVE DATE: This policy is adopted and shall be effective this 1st day of April, 2021, and supersedes all previous policies.



Don Brittain
Reno County Public Works Director

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk

**RENO COUNTY PUBLIC WORKS DEPARTMENT
POLICY FOR INSTALLATION OF BROADBAND POLES
ON PUBLIC RIGHT-OF-WAY**

POLICY:

Broadband poles located within Reno County road right-of-way shall be installed in accordance with the provisions of this Policy.

RESPONSIBILITY:

It shall be the responsibility of the Public Works Director to issue broadband pole permits being installed on public right of way. No broadband pole shall be constructed or reconstructed on Reno County public right-of-way without the Public Works Director's permission.

GENERAL:

No work shall commence prior to submission of a Broadband Pole Permit Application, to include **inspection fee, and** the submission of the applicants detailed construction drawings.

Note any variances to this policy and submit any additional documentation or construction drawings with the application.

A \$50.00 inspection fee will be required with all Broadband Pole Permit Applications.

PUBLIC SAFETY:

All required traffic control signing shall be erected by the utility's contractor according to the *Manual of Uniform Traffic Control Devices* prior to work commencing. Reno County accepts no responsibility for accidents that occur due to lack of traffic control.

CONSTRUCTION REQUIREMENTS:

The utility pole shall be a standard utility pole of wood, fiber glass, metal or concrete construction installed by direct bury with no foundation or footing.

Right-of-way 60 ft. feet or less: Maximum diameter at the ground line is 12" **inches**.

Right-of-way greater than 60 feet. Maximum diameter at the ground line is 18" **inches**.

Poles larger than 18" **inches** diameter: There is no precedent for poles larger than 18" **inches in** diameter at the ground. For traffic safety and potential liability, poles larger than 18" **inches in** diameter ~~must~~ shall be located outside the clear zone. Clear zone is site specific based on speed and cross section at the location. With a normal county road cross section, a non-recoverable

fore slope and 55 MPH speed the clear zone will exceed 38 feet from the center of the road, and farther at the bottom of fills. On large poles the following conditions should be satisfied:

- a. Near edge of the base is outside the clear zone.
- b. Base should not restrict ditch and should fit on flat area between right-of-way line and top of backslope.
- c. Adequate right-of-way is available, so the base does not obstruct installation of other utilities.
- d. The off-road area ~~must~~ shall be adequate to construct the facilities without closing the road except for short periods during construction.

Note: With the above conditions it may be difficult to find a suitable location on existing right-of-way for poles larger than 18²² **inches in** diameter. The county and broadband company should cooperate and jointly view and evaluate potential sites.

No Poles allowed to be placed on bridges or structures.

No Poles requiring the use of guide wires shall be placed in the ~~R.O.W.~~ **right-of-way**.

The outside edge of the pole shall be placed within 2 feet of the right of way line.

~~In order to maximize safety, avoid setting a pole in a fill area where an errant vehicle will stray farther from the road.~~

Poles larger than 18²² **inches in** diameter should be located so it will not obstruct sight triangle at intersections and driveways.

For poles located near an intersection or driveway the associated equipment, whether pole or ground mounted, shall be located to not obstruct the sight triangle.

Parking for maintenance should be planned so service vehicles will not park on the road or road shoulder. Parking can be an entrance, access from adjacent property (such as a public parking lot) or on the fore slope if 6:1 or flatter.

While not safety related, consider roads where there is no planned widening or construction that may require a relocation of the pole.

Poles larger than 18²² **inches in** diameter that cannot be permitted in the ~~R.O.W.~~ **right-of-way** are subject to Reno County Zoning Regulations currently in effect.

The utility owner shall be responsible for the maintenance of any settlement as a result of their installation.

The utility company shall be responsible for future utility adjustments at the utility company's expense upon the county regrading, reconstructing, and widening.
The company/contractor shall notify Reno County Public Works 24 hours prior to construction and upon completion of construction by calling 620-694-2976.

Following the installation of the utility, the condition of the right-of-way shall be returned to the preexisting condition. Any damage to bridges, structures and pavement shall be repaired by the utility company to a condition acceptable to Reno County Public Works.

Construction shall be completed within 6 2 months of the permit approval date. If construction is not completed within the 6- 2-month deadline, an extension may be approved by Reno County Public Works.

EFFECTIVE DATE: This policy is adopted and shall be effective this ____ day of _____, 2021, and supersedes all previous policies.

Don Brittain
Reno County Public Works Director

APPROVED:

COPY

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk



AGENDA REQUEST

**AGENDA
ITEM #06E**

INFORMATION: Buried Utilities Policy Revision.
(From and Issue)

PRESENTED BY: Don Brittain, Public Works Director

AGENDA DATE: March 23, 2021

BACKGROUND n/a

ALTERNATIVE n/a

RECOMMENDATION Approval and signature of policy.

FISCAL IMPACT Part of the 2021 revision is requiring a \$50.00 permit fee upon application submittal.

**RENO COUNTY PUBLIC WORKS DEPARTMENT
POLICY FOR BURIED UTILITIES
ON PUBLIC RIGHT-OF-WAY**

POLICY:

Buried utilities within Reno County road right-of-way shall be installed in accordance with the provisions of this Policy.

RESPONSIBILITY:

Public Utilities (hereafter “Utilities”) are required to obtain Buried Utility Permits prior to the placement or relocation of utility infrastructure on/in County public right-of-way. Permits shall be issued by the Reno County Public Works Director (hereafter the “Director”) subject to the criteria established by this policy. No utility infrastructure shall be constructed, reconstructed, or relocated on/in Reno County public right-of-way without the required permit.

GENERAL:

No construction or relocation of utility infrastructure shall commence prior to submission of a Buried Utilities Permit Application, submission of the Utility’s detailed construction drawings, payment of a \$50.00 permit fee, and the issuance of the Permit.

A Utility shall identify and address in its application any anticipated variances from the requirements of this policy, which shall include the submission of any additional documentation and construction drawings with the application.

PUBLIC SAFETY:

All required traffic control signing shall be erected by the Utility’s contractor according to the *Manual of Uniform Traffic Control Devices* prior to work commencing. Reno County accepts no responsibility for accidents that occur due to lack of traffic control.

UTILITIES:

Utilities which cross the roadway on county asphalt roads shall be bored under the road. In addition, entrances that are asphalt shall be bored under the road. The asphalt shall not be disturbed. Utilities crossing gravel roads may be plowed in or trenched and covered to install the lines. Compaction shall be restored to an MR90 standard as per KDOT specifications.

Utility line crossings including casing/conduit pipe (other than cable lines) shall be installed at least six (6) feet below the finished crown grade elevation of the road, or three (3) feet below the bottom of the designed flow line elevation of the ditch, whichever elevation is lower.

CABLE LINES:

Cable lines shall be buried in the back slope of the ditch unless otherwise submitted on the application and approved by the Director.

All cable lines shall be installed at a minimum depth of 36 inches below design grade.

Cable lines shall not be laid within a three (3) feet radius of any crossroad structures.

PIPELINES:

Distribution pipelines shall be buried in the back slope of the ditch unless otherwise submitted on the application and approved by the Director.

Distribution pipelines shall be installed at a minimum depth of 60 inches below design grade.

Distribution pipelines shall not be laid within a five (5) feet radius of any crossroad structures.

SANITARY SEWER:

Sanitary sewer mains are not allowed in the road right-of-way until engineered drawings are approved by the Director.

Sanitary sewer service lines shall be bored and cased under the road at a depth equal to four (4) feet below the design flowline of the ditch on both sides of the road.

Tracer lines shall be installed with sanitary sewer lines.

POTABLE WATER LINES:

Potable water lines shall be buried at a minimum depth of 42 inches measured from the top of pipe to the design flowline.

Water main crossings and service line crossings larger than 2 inches shall be bored and cased with the top of the casing being a minimum depth of 42 inches below design flowline.

Tracer lines shall be installed with potable water lines.

CONSTRUCTION REQUIREMENTS:

Following the installation of the Utility's infrastructure, the condition of the right-of-way shall be returned to the preexisting condition. Any damage to bridges, structures and pavement shall be repaired by the Utility to a condition acceptable to the Director.


The Utility shall be responsible for the maintenance of any soil erosion or settlement resulting from its installation.

The Utility shall be responsible for future utility infrastructure relocations or adjustments at the Utility's expense as a consequence of the county regrading, reconstructing, and/or widening of the right-of-way.

The Utility shall notify Reno County Public Works no less than 24 hours prior to commencement of construction and within 24 hours of completed construction by calling 620-694-2976.

Construction shall be completed within 2 months of the permit issuance date. If construction is not completed within the 2-month deadline, an extension of time shall be requested by the Utility and may be approved at the Director's discretion before work resumes.

EFFECTIVE DATE: This policy is adopted and shall be effective this 1st day of April, 2021, and supersedes all previous policies.



Don Brittain
Reno County Public Works Director

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

COPY

ATTEST:

Reno County Clerk

**RENO COUNTY PUBLIC WORKS DEPARTMENT
POLICY FOR BURIED UTILITIES
ON PUBLIC RIGHT-OF-WAY**

POLICY:

Buried utilities within Reno County road right-of-way shall be installed in accordance with the provisions of this Policy.

RESPONSIBILITY:

It shall be the responsibility of the Public Works Director to issue buried utility permits on public right of way. No utility shall be constructed or reconstructed in Reno County public right-of-way without the Public Works Director's permission.

GENERAL:

No work shall commence prior to submission of a Buried Utilities Permit Application, to include **inspection fee**, completion of the provided location detail forms, and/or applicant's construction drawings.

Prior to placing any utility line on county structures, plans and specifications of the utility line and attachment connectors shall be submitted to and approved by Reno County Public Works.

Note any variances to this policy and submit any additional documentation or construction drawings with the application.

A \$50.00 inspection fee will be required with all Buried Utilities Permit Applications.

PUBLIC SAFETY:

All required traffic control signing shall be erected by the utility's contractor according to the *Manual of Uniform Traffic Control Devices* prior to work commencing. Reno County accepts no responsibility for accidents that occur due to lack of traffic control.

UTILITIES:

Utilities, which cross the roadway on county asphalt roads, shall be bored under the road. In addition, entrances that are asphalt shall be bored under the road. The asphalt shall not be disturbed. ~~Utilities crossing gravel roads may be plowed in or trenched and covered to install the lines.~~ Compaction shall be restored to an MR90 standard as per KDOT specifications.

Utility line crossings including casing/conduit pipe (other than cable lines) shall be installed at least six (6) feet below the finished crown grade elevation of the road, or three (3) feet below the bottom of the designed flow line elevation of the ditch, whichever elevation is lower.

CABLE LINES:

Cable lines shall be buried in the back slope of the ditch **unless otherwise submitted on the application and approved by Reno County Public Works.**

~~All~~ Cable lines shall be installed at a minimum depth of 24 **36** inches below design grade. ~~with the exception of fiber optics cable which shall be a minimum depth of 36 inches below design grade in all locations.~~

Cable lines shall not be laid within a three (3) feet radius of any crossroad structures.

PIPELINES:

Distribution pipelines shall be buried in the back slope of the ditch unless otherwise submitted on the application and approved by Reno County Public Works.

Distribution pipelines shall be installed at a minimum depth of 60 inches below design grade.

Distribution pipelines shall not be laid within a five (5) feet radius of any crossroad structures.

SANITARY SEWER:

Sanitary sewer mains are not allowed in the road right-of-way until engineered drawings are approved by Reno County Public Works.

Sanitary sewer service lines shall be bored and cased under the road at a ~~minimum~~ depth of 42 inches **equal to four (4) feet below the design flowline of the ditch on both sides of the road.** ~~measured from the top of the casing pipe.~~

Tracer lines ~~must~~ shall be installed with sanitary sewer lines.

POTABLE WATER LINES:

Potable water lines shall be buried at a minimum depth of 42 inches measured from the top of pipe **to the design flowline.**

Water main crossings and service line crossings larger than 2 inches shall be bored and cased with the top of the casing being a minimum depth of 42 inches below design grade **flowline.**

Tracer lines ~~must~~ shall be installed with potable water lines.

CONSTRUCTION REQUIREMENTS:

Following the installation of the utility, the condition of the right-of-way shall be returned to the preexisting condition. Any damage to bridges, structures and pavement shall be repaired by the utility company to a condition acceptable to Reno County Public Works.

The utility owner shall be responsible for the maintenance of any settlement as a result of their pipeline/utility installation.

The utility company shall be responsible for future utility adjustments at the utility company's expense upon the county regrading, reconstructing, and widening.

The **Utility** ~~company/contractor~~ shall notify Reno County Public Works **no less than** 24 hours prior to **commencement of** construction and **within 24 hours of completed** ~~upon completion of~~ construction by calling 620-694-2976.

Construction shall be completed within 6 months of the permit approval date. If construction is not completed within the 6-month deadline, an extension may be approved by Reno County Public Works.

EFFECTIVE DATE: This policy is adopted and shall be effective this ____ day of _____, 2021, and supersedes all previous policies.

Don Brittain
Reno County Public Works Director

COPY

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk



AGENDA REQUEST

**AGENDA
ITEM #06F**

INFORMATION: County Road Entrance & Culvert Policy Revision.
(From and Issue)

PRESENTED BY: Don Brittain, Public Works Director

AGENDA DATE: March 23, 2021

BACKGROUND n/a

ALTERNATIVE n/a

RECOMMENDATION Approval and signature of policy.

FISCAL IMPACT n/a

RENO COUNTY PUBLIC WORKS DEPARTMENT COUNTY ROAD ENTRANCE AND CULVERT POLICY

POLICY:

This policy implements the provisions of KSA 68-543a. It is intended to provide requirements for the location and construction of private entrances onto county roads.

RESPONSIBILITY:

It shall be the responsibility of the Public Works Director to issue entrance permits for property owners to gain access onto county roads. No entrance from private property to a county road may be constructed or reconstructed without the Public Works Director's permission.

GENERAL:

New and reconstructed entrances require approval of location and size of structure required, if any, by the Public Works Director. If a structure is required, the minimum standard size will comply with Reno County's current standard, "Standards for Typical Resident, Commercial and Field Entrances" on file at the Public Works Department. Minimum standard size may be increased in size, depending on the amount of drainage, as determined by the Public Works Director. All permanent entrance installations require new corrugated metal pipe with end sections; therefore, no other types of pipe shall be allowed. Temporary culvert pipes are not required to be new and/or have end sections; however, size and type of pipe shall be approved by Reno County Public Works.

New shared entrances will not be allowed and no alterations of replacement or existing shared entrances to include change of type will be allowed.

A minimum space of 40 feet between property line and/or toe of the nearest entrance shall be required unless otherwise approved by the Public Works Director.

When the property owner is responsible for the costs of construction or reconstruction, the installation may be by either a local contractor or by the property owner.

If the property owner or contractor installs an entrance without a permit or the installation does not conform to county policy, then the entrance is subject to removal and replacement by the County at the property owner's expense.

If the County constructs or reconstructs a county roadway ditch and entrance improvements are required, the work will be done at the County's expense; EXCEPT, if the entrance had been constructed by the owner from after the effective date of this policy without a permit or contrary to the County's Entrance Culvert Policy, the property owner will pay for the cost of the entrance improvements.

A \$50.00 inspection fee will be required with all entrance permit applications.

PUBLIC SAFETY:

Due to intersection sight distances, entrances near the intersection of two public right-of-way lines will be allowed if outside of the sight triangle determined by the Public Works Director.

For safety and maintenance reasons, headwalls are not permitted.

During construction of an entrance, the property owner shall:

1. When working near or within the driving lane, construction work zone signs shall be required as per the current edition of the "Manual on Unified Traffic Control Devices" (MUTCD).
2. Store vehicles, construction equipment, materials, tools and debris off the right-of-way or a minimum of 30 feet from the edge of the roadway.
3. Maintain the roadway in good condition at all times. Repair any damage done to the roadway immediately. If dirt or mud is tracked onto the roadway, it shall be removed immediately to ensure the roadway is safe for the traveling public.
4. Patch damaged pavement as required by the Public Works Director. Saw cutting to provide a near patch may be required. Patch thickness shall match existing pavement thickness or a minimum 6" depth whichever is more. Patch material shall be BM-2 asphaltic concrete, properly compacted, or as otherwise directed by the Public Works Director.

UTILITIES:

Prior to commencing construction or reconstruction of an entrance and/or during the construction process, the property owner shall:

1. Notify Kansas One Call and obtain utility field locates (including those utilities that do not participate in Kansas One Call) in the anticipated work area before excavation.
2. Use work procedures that do not damage utilities or utility property within and adjacent to the work area.
3. Coordinate and perform work to avoid interrupting utility service.
4. Notify the utility owner of damage to or exposure of its utility property and not hinder the utility owner from restoring utility service.
5. Assume responsibility for damages to utilities arising from the installation of the entrance.

CONSTRUCTION REQUIREMENTS:

During the construction or reconstruction process, the property owner shall:

1. Comply with Reno County's current standard, "Standards for Typical Resident, Commercial and Field Entrances" on file at the Public Works Department.
2. Notify Reno County Public Works at 620-694-2976
 - No less than 24 hours prior to beginning construction,
 - No less than 24 hours prior to covering the culvert for inspection of proper grade of the culvert and end sections; and
 - Upon completion of covering the culvert to inspect for proper coverage.
3. Excavation. Beginning at the outlet end of the pipe and proceeding toward the upper end, excavate the bottom of the channel to the line, grade and elevation required. Construct the width of the trench sufficient to lay and backfill the pipe with a minimum width equal to the diameter of the pipe plus 6 inches on each side. Follow OSHA regulations for sloping the sides of the excavation.
4. Firm the foundation in the trench to prevent subsequent settlement by removing soft unstable materials and replacing with suitable materials.
5. If seeding is required by the Public Works Director, the following shall apply:
 - a. All disturbed areas shall be seeded, fertilized, and mulched in accordance with the following specifications.
 - b. Slopes and disturbed areas shall have a minimum 6" depth of soil suitable for supporting seed growth.
 - c. Before seeding, the entire area to be seeded shall be fertilized. The entire area shall then be raked to mix the fertilizer thoroughly into the upper 2" of soil.
 - d. Prairie hay mulch shall be uniformly spread over seeded areas to 1-1/2 inches loose depth.
6. Construction for permanent entrances shall be completed and approved by Reno County Public Works within 2 months of the permit issuance date. If construction is not completed within the 2-month deadline, an extension of time shall be requested by the property owner and may be approved at the Director's discretion before work resumes.

Construction and removal of temporary entrances shall be completed and approved by Reno County Public Works within 2 months of the permit issuance date. If construction and removal are not completed within the 2-month deadline, an extension of time shall be requested by the applicant and may be approved at the Director's discretion before work resumes. If an extension of time is approved, an additional \$50.00 inspection fee may be required for an extensive inspection to ensure proper drainage and entrance installation. After removal of the temporary entrance the applicant shall ensure that the ditch and

Reno County road right-of-way be returned to original condition as before the temporary entrance was installed. If not returned to original condition, Reno County forces will complete this work and the applicant will be billed for all expenses incurred by Reno County. Temporary entrances without an extension and not removed within the 2-month deadline will be removed by Reno County forces and the applicant will be billed for all expenses incurred by Reno County.

EFFECTIVE DATE: This policy is adopted and shall be effective this 1st day of April, 2021, and supersedes all previous policies.



Don Brittain
Reno County Public Works Director

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk

COPY

RENO COUNTY PUBLIC WORKS DEPARTMENT COUNTY ROAD ENTRANCE AND CULVERT POLICY

POLICY:

This policy implements the provisions of KSA 68-543a. It is intended to provide requirements for the location and construction of private entrances onto county roads.

RESPONSIBILITY:

It shall be the responsibility of the ~~County Engineer~~ **Public Works Director** to issue entrance permits for property owners to gain access onto county roads. No entrance from private property to a county road may be constructed or reconstructed without the ~~County Engineer~~ **Public Works Director's** permission.

GENERAL:

New and reconstructed entrances require approval of location and size of structure required, if any, by the ~~County Engineer~~ **Public Works Director**. If a structure is required, the minimum standard size will comply with Reno County's current standard, "Standards for Typical Resident, Commercial and Field Entrances" on file at the Public Works Department. Minimum standard size may be increased in size, depending on the amount of drainage, as determined by the ~~County Engineer~~ **Public Works Director**. All **permanent entrance** installations require new corrugated metal pipe with end sections; therefore, no other types of pipe shall be allowed. **Temporary culvert pipes are not required to be new and/or have end sections; however, size and type of pipe shall be approved by Reno County Public Works.**

New shared entrances will not be allowed and no alterations of replacement or existing shared entrances to include change of type will be allowed.

A minimum space of 40 feet between property line and/or toe of the nearest entrance shall be required **unless otherwise approved by the Public Works Director**.

When the ~~landowner~~ **property owner** is responsible for the costs of construction or reconstruction, the installation may be by either a local contractor or by the ~~landowner~~ **property owner**.

If the ~~landowner~~ **property owner** or contractor installs an entrance without a permit or the installation does not conform to county policy, then the entrance is subject to removal and replacement by the County at the property owner's expense.

If the County constructs or reconstructs a county roadway ditch and entrance improvements are required, the work will be done at the County's expense; EXCEPT, if the entrance had been constructed by the owner from after the effective date of this policy without a permit or contrary to the County's Entrance Culvert Policy, the ~~landowner~~ **property owner** will pay for the cost of the entrance improvements.

A \$50.00 inspection fee will be required with all entrance permit applications.

PUBLIC SAFETY:

Due to intersection sight distances, entrances near the intersection of two public right-of-way lines will be allowed if outside of the sight triangle determined by the ~~County Engineer~~ **Public Works Director**.

For safety and maintenance reasons, headwalls are not permitted.

During construction of an entrance, the ~~landowner~~ **property owner** shall:

1. When working near or within the driving lane, construction work zone signs shall be required as per the current edition of the "Manual on Unified Traffic Control Devices" (MUTCD).
2. Store vehicles, construction equipment, materials, tools and debris off the right-of-way or a minimum of 30 feet from the edge of the roadway.
3. Maintain the roadway in good condition at all times. Repair any damage done to the roadway immediately. If dirt or mud is tracked onto the roadway, it shall be removed immediately to ensure the roadway is safe for the traveling public.
4. Patch damaged pavement as required by the ~~Engineer~~ **Public Works Director**. Saw cutting to provide a near ~~patch may be required~~. Patch thickness shall match existing pavement thickness or a ~~minimum 6" depth whichever is more~~. Patch material shall be BM-2 asphaltic concrete, properly compacted, or as otherwise directed by the ~~Engineer~~ **Public Works Director**.

UTILITIES:

Prior to commencing construction or reconstruction of an entrance and/or during the construction process, the ~~landowner~~ **property owner** shall:

1. Notify Kansas One Call and obtain utility field locates (including those utilities that do not participate in Kansas One Call) in the anticipated work area before excavation.
2. Use work procedures that do not damage utilities or utility property within and adjacent to the work area.
3. Coordinate and perform work to avoid interrupting utility service.
4. Notify the utility owner of damage to or exposure of its utility property and not hinder the utility owner from restoring utility service.
5. Assume responsibility for damages to utilities arising from the installation of the entrance.

CONSTRUCTION REQUIREMENTS:

During the construction or reconstruction process, the ~~landowner~~ **property owner** shall:

1. Comply with Reno County's current standard, "Standards for Typical Resident, Commercial and Field Entrances" on file at the Public Works Department.
2. **Notify Reno County Public Works at 620-694-2976**
 - **No less than 24 hours prior to beginning construction,**
 - **No less than 24 hours prior to covering the culvert for inspection of proper grade of the culvert and end sections; and**
 - **Upon completion of covering the culvert to inspect for proper coverage.**
3. Excavation. Beginning at the outlet end of the pipe and proceeding toward the upper end, excavate the bottom of the channel to the line, grade and elevation required. Construct the width of the trench sufficient to lay and backfill the pipe with a minimum width equal to the diameter of the pipe plus 6 inches on each side. Follow OSHA regulations for sloping the sides of the excavation.
4. Firm the foundation in the trench to prevent subsequent settlement by removing soft unstable materials and replacing with suitable materials.
5. If **seeding is required by the Public Works Director, the following shall apply:** ~~rock is encountered, removed the rock to an elevation 12 inches below the pipe flow line elevation. Backfill and compact the bottom 6 inches of the excavation with suitable soil prior to placing the bedding material.~~
 - a. All disturbed areas shall be seeded, fertilized, and mulched in accordance with the following specifications.
 - b. Slopes and disturbed areas shall have a minimum 6" depth of soil suitable for supporting seed growth.
 - c. Before seeding, the entire area to be seeded shall be fertilized. The entire area shall then be raked to mix the fertilizer thoroughly into the upper 2" of soil.
 - d. Prairie hay mulch shall be uniformly spread over seeded areas to 1-1/2 inches loose depth.
6. **Construction for permanent entrances shall be completed and approved by Reno County Public Works within 2 months of the permit issuance date. If construction is not completed within the 2-month deadline, an extension of time shall be requested by the ~~landowner~~ property owner and may be approved at the Director's discretion before work resumes.**

Construction and removal of temporary entrances shall be completed and approved by Reno County Public Works within 2 months of the permit issuance date. If construction and removal are not completed within the 2-month deadline, an extension of time shall be requested by the applicant and may be approved at the

Director's discretion before work resumes. If an extension of time is approved, an additional \$50.00 inspection fee may be required for an extensive inspection to ensure proper drainage and entrance installation. After removal of the temporary entrance the applicant shall ensure that the ditch and Reno County road right-of-way be returned to original condition as before the temporary entrance was installed. If not returned to original condition, Reno County forces will complete this work and the applicant will be billed for all expenses incurred by Reno County. Temporary entrances without an extension and not removed within the 2-month deadline will be removed by Reno County forces and the applicant will be billed for all expenses incurred by Reno County.

~~**AUTHORITY:** All administrative decisions designated to the County Engineer in this Policy may be exercised by the Public Works Director in the absence of the County Engineer.~~

EFFECTIVE DATE: This policy is adopted and shall be effective this 1st day of April, 2021, and supersedes ~~the~~ **all** previous ~~policy~~ **policies**.

Don Brittain
Reno County Public Works Director

COPY

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk



**AGENDA
ITEM #06G**

AGENDA REQUEST

INFORMATION: Oversize - Overweight Haul Loads Policy Adoption.
(From and Issue)

PRESENTED BY: Don Brittain, Public Works Director

AGENDA DATE: March 23, 2021

BACKGROUND n/a

ALTERNATIVE n/a

RECOMMENDATION Approval and signature of policy.

FISCAL IMPACT Part of the 2021 revision is requiring a \$40.00 permit fee upon application submittal.

RENO COUNTY PUBLIC WORKS DEPARTMENT POLICY FOR OVERSIZE - OVERWEIGHT HAUL LOADS

As per Chapter 8; Article 19 of the Kansas Statutes, a vehicle is considered oversize when one of the following is exceeded:

- A. Width – 8 ½ feet
- B. Height – 14 feet
- C. Length – 59 ½ feet trailer length and overall length does not exceed 85 feet.

As per Reno County Resolution 95-25, a vehicle and combination of vehicles shall be considered overweight when the maximum gross weight exceeds 80,000 lbs.

INSURANCE:

Vehicles towing house trailers or mobile homes, which exceed eight feet in width, shall be covered by liability insurance as provided in K.S.A. B-1911 (g). All vehicles under special permit shall be covered by insurance in an amount not less than twenty-five thousand dollars (\$25,000) property damage and not less than fifty thousand dollars (\$50,000) public liability. The driver of any vehicle, traveling under special permit, shall carry the insurance policy, a certificate of insurance or a card issued by the insurance company showing the named insured, the insured's address, and shall specify the amount of insurance, the policy number and expiration date.

GENERAL:

A load that exceeds 150,000 pounds (Superloads) shall not be permitted to travel on or across any County road or structure.

A \$40.00 permit fee will be required with all oversize - overweight permits per K.S.A. 8-1911.

The oversize – overweight permit issued by Reno County is not valid on any road or highway other than county and township roads in Reno County.

The oversize – overweight permit is valid only for single-trip movements.

The oversize – overweight permit shall be valid for a period of seven working days. If the permitted move is not completed within the 7-day deadline due to weather or other unavoidable issues, an extension may be approved by the Reno County Public Works Director.

The applicant by acceptance of a permit:

- A. Shall not deviate from the Public Works Authorized Route indicated on the permit.

- B. Shall be liable for and will pay all damages sustained to the road foundations, surfaces or highway structures resulting from operation and movement of its vehicles and load.

FLAGMEN, SIGNAGE & TRAFFIC CONTROL:

All vehicles over eight feet six inches (8'6") wide shall have an "OVERSIZE LOAD" sign attached to the front of the vehicle. The sign dimensions shall be a minimum of 84 inches long and 18 inches high. It is to be painted yellow with black letters ten inches tall and with a one and two-fifth's (1 2/5th) inch brush stroke. A similar sign is to be attached to the rear of all mobile homes and mounted on top of the unit towing the mobile home.

Movers of large/oversize loads shall attach warning flags to each side of the widest part of all over width loads and to the rear of all overlength loads.

All loads exceeding twelve (12) feet in width shall have a flagman in advance on the far side of all bridge structures. All overweight units shall stay within posted bridge weight limit restrictions while crossing structures.

Flagmen in separate vehicles shall precede and follow all vehicles or loads that are more than twelve feet, six inches (12' - 6") in width or where the combination length of the vehicle is eighty-five (85) feet or over. The flagmen shall use at least an 18-inch solid red cloth flag in all flagging operations.

The mover of a large/oversize structure shall make arrangements with the Public Works Director prior to removing or relocating signs, hazard markers, or other property of the County.

All traffic control devices (signs, posts, etc.) shall be replaced by the Mover/Applicant immediately after passage of a wide load. Installation of signs and posts shall be according to MUTCD.

OPERATIONS:

All movement shall be made in full daylight hours between sunrise and sunset.

Oversize or overweight loads shall not be transported when visibility is less than one-half mile, or when conditions of moderate to heavy rain, sleet, snow, fog, or smoke exist, or when highway surfaces are slippery due to ice, packed snow, or rain.

Mobile homes are not to be moved if the ground wind exceeds 25 MPH.

When towing mobile homes on county roads, the minimum speed shall be 35 MPH and the maximum speed 50 MPH, unless otherwise specified by speed limit signs or due to road and weather conditions.

Escorting vehicles shall travel at a distance not to exceed 300 feet in front or 300 feet to the rear of the load.

In case of breakdown, vehicle and load shall be moved off highway. In the event the breakdown is such that the vehicle or load cannot be moved from the highway, I.C.C. or K.C.C. regulations shall apply.

All units, where the mobile home is fifty (50) feet or more in length, shall be towed by a truck that is at least two ton in size, with a gross vehicle weight capacity of not less than 13,000 pounds, and with the rear axle of towing truck being equipped with dual wheels.

All other regulations applicable on the Kansas State Highway System shall be abided by except where they refer to the Secretary or District Engineer, in which case the Reno County Public Works Director shall prevail.

When any permitted load shall completely obstruct the roadway, the permitted shall notify the Reno County Fire Department and the County ambulance service of the time and place of obstruction.

All other state and local traffic laws and regulations shall be complied with.

EFFECTIVE DATE: This policy is adopted and shall be effective this 1st day of April, 2021.

COPY



Don Brittain
Reno County Public Works Director

APPROVED:

Ron Hirst, Chairman
Board of County Commissioners of
Reno County, Kansas

ATTEST:

Reno County Clerk

~~REGULATIONS FOR OVERSIZE AND OVERWEIGHT PERMIT OPERATIONS~~
RENO COUNTY PUBLIC WORKS DEPARTMENT
POLICY FOR OVERSIZE - OVERWEIGHT HAUL LOADS

- 1- As per Chapter 8; Article 19 of the State Statutes a vehicle is considered oversize when one of the following is exceeded:
 - a. Width – 8 ½ feet
 - b. Height – 14 feet
 - c. Length – 59 ½ feet **trailer length and overall length does not exceed 85 feet.**
- 2- As per Reno County Resolution 95-25 a vehicle and combination of vehicles shall be considered overweight when the maximum gross weight exceeds 80,000 lbs.

INSURANCE:

- 3- ~~These~~ **Vehicles** towing house trailers or mobile homes, which exceed eight feet in width, shall be covered by liability insurance as provided in K.S.A. B-1911 (g). All vehicles under special permit shall be covered by insurance in an amount not less than twenty-five thousand dollars (\$25,000) property damage and not less than fifty thousand dollars (\$50,000) public liability. The driver of any vehicle, traveling under special permit, shall carry the insurance policy, a certificate of insurance, or a card issued by the insurance company showing the insurance ~~name, address, amount of insurance, policy number and expiration date.~~

GENERAL:

A load that exceeds 150,000 pounds (Superloads) shall not be permitted to travel on or across any County road or structure.

A \$40.00 permit fee will be required with all oversize - overweight permits per K.S.A. 8-1911.

- 6- ~~This~~ **The oversize – overweight** permit is valid only on County and Township roads ~~outside city limits.~~

The oversize – overweight permit is valid only for single-trip movements.

The oversize – overweight permit shall be valid for a period of seven working days. If the permitted move is not completed within the 7-day deadline due to weather or other unavoidable issues, an extension may be approved by the Reno County Public Works Director.

- 10- The applicant by acceptance of this permit: agrees

~~(a) To detour all highway structures not having sufficient weight bearing capacity to sustain the weight of the vehicles and load or not having sufficient vertical and horizontal clearance of the vehicles and load, (b) That issuance of this~~

permit does not warrant the sufficiency of highway structures on the route to be followed as to either weight bearing capacity or vertical and horizontal clearance, and (c) To be liable for and will pay all damages sustained by the road foundations, surfaces or highway structures resulting from operation and movement of vehicles and load.

A. Shall not deviate from the Public Works Authorized Route indicated on the permit.

B. Shall be liable for and will pay all damages sustained to the road foundations, surfaces or highway structures resulting from operation and movement of vehicles and load.

FLAGMEN, SIGNAGE & TRAFFIC CONTROL:

12. All vehicles over ~~nine (9) feet~~ **eight feet six inches (8'6")** wide ~~must~~ shall have an "OVERSIZE LOAD" sign attached to the front of the vehicle. The sign is ~~to be 50 inches long and 14 inches wide~~ **dimensions shall be a minimum of 84 inches long and 18 inches high.** It is to be painted yellow with black letters ~~eight~~ **ten** inches tall and with a ~~one and one-eighth~~ **one and two-fifth** inch **brush** stroke. A similar sign is to be attached to the rear of all mobile homes and mounted on top of the unit towing the mobile home.

Movers of oversize loads shall attach warning flags to each side of the widest part of all over width loads and to the rear of all overlength loads.

11. All loads exceeding twelve (12) feet in width ~~must~~ shall have a flagman in advance on the far side of all bridge structures ~~and underpasses.~~ All overweight units ~~must~~ shall stay within posted bridge ~~regulations~~ **weight limit restrictions** while ~~using~~ **crossing** structures.

13. Flagmen in separate vehicles ~~must~~ shall precede and follow all vehicles or loads that are ~~in excess of~~ **more than** twelve feet, six inches (12' - 6") in width or where the combination length of the vehicle is eighty-five (85) feet or over. The flagmen ~~must~~ shall use at least an 18-inch solid red cloth flag in all flagging operations.

The mover of a large structure shall make arrangements with the Public Works Director before removing or relocating signs, hazard markers, or other property of the County.

17. All traffic control devices (signs, posts, etc.) shall be replaced **by applicant** immediately after passage of wide load. Installation of signs and posts shall be according to MUTCD.

OPERATIONS:

4. All movement ~~must~~ shall be made in full daylight hours between sunrise and sunset.
(~~Between sunrise and sunset.~~)

Oversize or overweight loads shall not be transported when visibility is less than one-half mile, or when conditions of moderate to heavy rain, sleet, snow, fog, or smoke exist, or when highway surfaces are slippery due to ice, packed snow, or rain.

- 5. Mobile homes are not to be moved if the ground wind is over 25 MPH.
- 7. For mobile homes outside city limits, the minimum speed shall be 35 MPH and the maximum speed 50 MPH, unless otherwise specified by speed limit signs or due to road and weather conditions.
- 8. ~~All vehicles must be 300 feet apart at all times except when passing. (G.S. 1961 Supp. 8-543)~~
Escorting vehicles shall travel at a distance not to exceed 300 feet in front or 300 feet to the rear of the load.
- 9. In case of breakdown, vehicle and load ~~must~~ shall be moved off highway. In the event the breakdown is such that the vehicle or load cannot be moved from the highway, I.C.C. or K.C.C. regulations shall apply.
- 14. All units, where the mobile home is fifty (50) feet or more in length, ~~must~~ shall be towed by a truck that is at least two ton in size, with a gross vehicle weight capacity of not less than 13,000 pounds, and with the rear axle of towing truck being equipped with dual wheels.
- 15. All other regulations applicable on the Kansas State Highway System shall be abided by except where they refer to the Secretary or District Engineer, in which case the Reno County Public Works Director shall prevail.
- 16. When any permitted load shall ~~completely obstruct the roadway~~, the permitted ~~must~~ shall notify the Reno County Fire Department and the County ambulance service of the time and place of obstruction.

NOTE: All other state and local traffic laws and regulations ~~must~~ shall be complied with.

EFFECTIVE DATE: This policy is adopted and shall be effective this ____ day of _____, 2021, and supersedes all previous policies.

 Don Brittain
 Reno County Public Works Director

APPROVED:

 Ron Hirst, Chairman
 Board of County Commissioners of
 Reno County, Kansas

ATTEST:

 Reno County Clerk

Rev:02/28/11; 04/16/14 04.01.21



AGENDA ITEM

INFORMATION: Purchase of Used 2017 CAT 330FL Excavator from Foley Equipment in Wichita
(From and Issue) KS for \$212,000

PRESENTED BY: Megan Davidson

AGENDA DATE: March 23, 2021

BACKGROUND The landfill has two excavators a 1976 John Deere 690B Excavator and a 2001 Komatsu PC300 Excavator with 10,120 hours. These machines both have mechanical issues and are at the end of their life cycle. They are both on the capital improvement plan to be replaced in 2021. These excavators are used for multiple purposes at the landfill such as preparing concrete and digging ditches and setting culverts on the site.

- ALL OPTIONS**
1. Purchase the 2017 CAT 330FL Excavator for \$212,000 including trade ins, with 2,456 hours with the Certified Powertrain and Hydraulic Warranty valid until 4/27/2022 or 5,000 hours whichever comes first. This machine also comes with quick coupler, 48" excavating bucket, 72" ditching bucket, and a 32" concrete pulverizer.
 2. Purchase a Brand new Excavator with a starting price of \$325,000. We can not justify the dollars of a brand new machine with the limited amount of hours that we utilize the machine for the price of a new.

RECOMMENDATION Purchase the 2017 CAT 330FL Excavator with attachments with 2,456 hours from Foley Equipment, Wichita, KS. This machine comes with the Certified Powertrain and Hydraulic Warranty until April 27, 2022 or 5,000 whichever comes sooner. Also comes with the Ultimate Customer Value Agreement for 24 months/1,000 with Travel. This machine is onsite and ready for delivery now. The purchase price after trade-in's is \$212,000.00

FISCAL IMPACT Cost of 2017 CAT 330FL Excavator \$235,000
Trade in's of 1976 John Deere 690B Excavator and 2001 Komatsu PC300 Excavator- \$23,000
Total Cost of 2017 CAT 330FL Excavator- \$212,000.00
This Excavator was budgeted into our Capitol Improvement Plan for 2021.



Reno County Solid Waste
703 S. Mohawk
Hutchinson, KS 67501
(620) 694-2586
Fax (620) 694-669-8126

Details	Foley Equipment	Berry Tractor	Murphy Tractor
Make, Model	CAT 330FL10	Komatsu PC360LC	John Deere 350G
Hours	2,456	2960	848
Price	\$235,000	\$270,025	\$275,000

** The CAT 330FL10 Excavator comes with the Certified Powertrain and Hydraulic Warranty up to 5,000 hours or April 27, 2022 whichever comes first as well as a quick coupler, 48" excavating bucket, 72" ditching bucket, and a 32" concrete pulverizer. The FINAL price on the CAT Excavator with the 2 trade-ins is \$212,000.



SALES AGREEMENT

DATE Mar 12, 2021

Foley Equipment Company, 1550 S. West Street, Wichita, KS67213 Phone: (316) 943-4211

PURCHASER	RENO COUNTY SOLID WASTE DEPT			
STREET ADDRESS	703 S MOHAWK RD			
CITY/STATE	HUTCHINSON, KS	COUNTY	RENO	
POSTAL CODE	67501-9031	PHONE NO.	620 314 8194	
CUSTOMER CONTACT:	EQUIPMENT	MEGAN DAVIDSON		
	PRODUCT SUPPORT	MEGAN DAVIDSON		
INDUSTRY CODE:	AIR/WATER RESOURCE & SOLID WST	PRINCIPAL WORK CODE		F.O.B. AT: Wichita, KS
	MGMT(9511)			

CUSTOMER NUMBER	014305	Sales Tax Exemption # (if applicable)	N/A	CUSTOMER PO NUMBER	
-----------------	--------	---------------------------------------	-----	--------------------	--

PAYMENT TERMS: (All terms and payments are subject to Finance Company - OAC approval)									
NET PAYMENT ON RECEIPT OF INVOICE	<input type="checkbox"/>	NET ON DELIVERY	<input type="checkbox"/>	FINANCIAL SERVICES	<input type="checkbox"/>	CSC	<input type="checkbox"/>	LEASE	<input type="checkbox"/>
CASH WITH ORDER	\$0.00	BALANCE TO FINANCE	\$0.00	CONTRACT INTEREST RATE	0				
PAYMENT PERIOD		PAYMENT AMOUNT	0.00	NUMBER OF PAYMENTS	0	OPTIONAL BUY-OUT	\$0.00		

DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED		
MAKE: CATERPILLAR	MODEL: 330FL10	YEAR: 2017
STOCK NUMBER: SUC0078	SERIAL NUMBER: 0MBX10136	
** CERTIFIED CAT USED**	TRACK, 32" TG (GLT)	DECALS, CAB ANSI
2017 - 330F L AM-N BCF1	LINES-HP, REACH BOOM	CTRL, CAT PIN GRAB
GUARD, SWIVEL	LINES-QC, REACH BOOM	COMBINED CIR PKG
ALARM, TRAVEL	QUICK DRAINS, READY (OIL)	JOYSTICK, THUMB WHEEL
WIPER-RADIAL, W/O LOWER	GUARD, TRACK GUIDING, SEGMENTED	VALVE, ANTI DRIFT, BOOM
SUN, SHADE	CHANGER, HAND CTRL 2-WAY (ANSI)	LINES, CYLINDER
GUARD, TRAVEL MOTOR, HD	STICK, R10'6" CB2	MAT, FLOOR, RH PEDAL
CONTROL, FINE SWING	LINES-HP, R10'6" STICK	VALVE, HYDRAULIC, TCS
HALOGEN LIGHTS, R-BOOM	PRODUCT LINK	VALVE, ANTI DRIFT, STICK
COUNTERWEIGHT	REACH BOOM PKG	PEDAL, STRAIGHT
GUARD, BOTTOM HD	LINKAGE, BKT-CB2 W/LIFT	CIRCUIT, COMBINED
CAMERA, REAR VIEW	CYLINDER, BKT (CB2 LINKAGE)	QUICK COUPLER - SGU00131
RADIO, 24V AM/FM	BOOM, R-REACH (20'2")	BKHEXPB48 - HGN00786 48" EXCAVATING BUCKET
SEAT, H-BACK, HEATER, S/AIR, COOL	DECALS, EXTERIOR	BUCKET-DC, 72" 1.99 YD3 (CB) DITCHING BUCKET
LINES-QC, R10'6" STICK	FRONT LINES, PGQC	ROCKLAND ECPUL-E50-45 CONCRETE PULVERIZER

TRADE-IN EQUIPMENT				SELL PRICE	
MODEL: 690B - JOHN DEERE (JD)	YEAR: 1976	SN.: 003357T		\$235,000.00	
PAYOUT TO:	AMOUNT: \$	PAID BY: Dealer		CSA	Included
MODEL: PC300 - KOMATSU LTD (KM)	YEAR: 2001	SN.: A84549		LESS GROSS TRADE ALLOWANCE	(\$23,000.00)
PAYOUT TO:	AMOUNT: \$	PAID BY: Dealer		NET BALANCE DUE	\$212,000.00
MODEL:	YEAR:	SN.:		PLUS ANY APPLICABLE TAXES	\$212,000.00
PAYOUT TO:	AMOUNT:	PAID BY:		ACH Information:	
MODEL:	YEAR:	SN.:		Bank = Wells Fargo NA	
PAYOUT TO:	AMOUNT:	PAID BY:		ABA number 121000248	
ALL TRADE-INS ARE SUBJECT TO EQUIPMENT BEING IN "AS INSPECTED CONDITION" BY VENDOR AT TIME OF DELIVERY OF REPLACEMENT MACHINE PURCHASE ABOVE.				Account number 4121956387	
PURCHASER HEREBY SELLS THE TRADE-IN EQUIPMENT DESCRIBED ABOVE TO THE VENDOR AND WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS, MORTGAGES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE.				Email remittance advice to ACHPMTS@foleyeq.com	

<input type="checkbox"/> CATERPILLAR EQUIPMENT WARRANTY	INITIAL	<input checked="" type="checkbox"/> USED EQUIPMENT WARRANTY	INITIAL
The customer acknowledges that he has received a copy of the Foley Equipment Company/Caterpillar Warranty and has read and understood said warranty. Scheduled oil sampling (S.O.S.) is mandatory with this warranty. The customer is responsible for taking oil samples at designated intervals from all power train components and failure to do so may result in voiding the warranty. Warranty applicable including expiration date where necessary.		All used equipment is sold as is where is and no warranty is offered or implied except as specified here: Warranty applicable:	
		Powertrain & Hydraulics Warranty until 4/27/2022 or 5000 hours whichever occurs first	

CSA: Ultimate CVA for 24 Months / 1000 Hours with Travel

NOTES:

By checking this box, the assignment denoted in item No. 9 on the back of the contract applies. By checking this box, the assignment denoted in item No. 9 on the back of the contract does not apply.

This order is not valid until approved by Sales Manager

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE

Foley Equipment Company

PURCHASER

ORDER RECEIVED BY Shawn Smith REPRESENTATIVE APPROVED AND ACCEPTED ON RENO COUNTY SOLID WASTE DEPT PURCHASER

SALES MANAGER BY _____ SIGNATURE

2017 CATERPILLAR 330FL10 TRACK EXCAVATORS



SALES INFORMATION

Catalog #	4454393	Stock #	SUC0078
Serial #	MBX10136	SMU / Hours	2,456
Status	Used	Rating	Good
Availability	Available	Location	WICHITA, KS

FEATURES

- 1000 ENGINE
- 330F L HEX
- BOOM, R-REACH (20'2")
- CHANGER,HAND CTRL 2-WAY (ANSI)
- CONTROL,FINE SWING
- COVER, UPPER
- CYLINDER, BOOM (W/O BLCV)
- DECALS, EXTERIOR
- GUARD, SWIVEL
- HALOGEN LIGHTS, R-BOOM
- LINES, CYLINDER
- LINES-HP, R10'6" STICK
- LINES-QC, REACH BOOM
- MAT, FLOOR, RH PEDAL
- PRODUCT LINK
- REACH BOOM PKG
- SUN, SHADE
- VALVE, ANTI DRIFT, STICK
- 108D CLEAN EMISSIONS MODULE
- 330F L STANDARD AR
- CAB GP
- CIRCUIT, COMBINED
- COUNTERWEIGHT
- CTRL,CAT PIN GRAB
- CYLINDER, STICK (W/O SLCV)
- FRONT LINES, PGQC
- GUARD, TRACK GUIDING,SEGMENTED
- JOYSTICK, THUMB WHEEL
- LINES, SDRV (STD)
- LINES-HP, REACH BOOM
- LINKAGE, BKT-CB2 W/LIFT
- PEDAL, STRAIGHT
- QUICK DRAINS, READY (OIL)
- SEAT,H-BACK,HEATER,S/AIR,COOL
- TRACK, 32" TG (GLT)
- VALVE, HYDRAULIC, TCS
- 330F L AM-N BCF1
- ALARM, TRAVEL
- CAMERA, REAR VIEW
- COMBINED CIR PKG
- COVER, FENDER
- CYLINDER, BKT (CB2 LINKAGE)
- DECALS, CAB ANSI
- GUARD, BOTTOM HD
- GUARD, TRAVEL MOTOR, HD
- LINES
- LINES,BDRV (TCS20)
- LINES-QC, R10'6" STICK
- MACHINE CONTROLLER
- PREFILTER, AIR (INTEGRATE)
- RADIO, 24V AM/FM
- STICK, R10'6"CB2
- VALVE, ANTI DRIFT, BOOM
- WIPER-RADIAL, W/O LOWER



2018 KOMATSU PC360LC-11



DESCRIPTION

2018 KOMATSU PC360LC-11 INFORMATION

33.5' SHOES, 21'3" (6500MM) HD BOOM ASSEMBLY, 10'5" (3185MM) STANDARD ARM ASSEMBLY, RTS, QUICK COUPLER, HYDRAULIC PLUMBING, JOYSTICK CONTROLS

Call us for more details at (316) 247-4510.

Condition: Used

Stock Number: 1161436

Serial: A36404

** Price, if shown, is Manufacturer's Suggested Retail Price (MSRP) and does not include government fees, taxes, dealer freight/preparation, dealer document preparation charges or any finance charges (if applicable). MSRP and/or final actual sales price will vary depending on options or accessories selected.*

MANUFACTURER

CATEGORY

MODEL

CONDITION

YEAR

SERIAL

HOURS

\$270,025

Komatsu

Excavators

PC360LC-11

Used

2018

A36404

2960

Used 2020 John Deere 350G

Excavators in Park City, KS



PRICE:
\$275,000

LOCATION:
Park City, KS

PHONE:
877-465-3763



CATEGORY

Excavators

MANUFACTURER

John Deere

MODEL

350G

MODEL YEAR

2020

OPERATION HOURS

848

STOCK NUMBER

185738

SERIAL NUMBER

1FF350GXCLF814295







Description

John Deere 350G

Key Features

2-Speed

A/C

Cab

Heated Seat

iT4

32" Pads

Arm rests

Engine Coolant heater

Horn

JD Link

Mirror

Pattern selector

Radio

Reversible Fan

Motion Alarm

Pilot Controls

Rear Camera w/ Monitor

Turbo



**AGENDA
ITEM #061**

AGENDA ITEM

INFORMATION: Purchase of 1 New 70' Scale and equipment from Hammel Scale as well as move
(From and Issue) existing scale at the Scale House to new Scale house location.

PRESENTED BY: Megan Davidson, Solid Waste Director

AGENDA DATE: March 23, 2021

BACKGROUND Reno County Landfill is in the process of constructing a new scale house and is needing to install a new inbound scale as well as move the existing scale at the current scale house to the new facility for the outbound scale. Two quotes were received from Hammel Scale and Salina Scale. Reno County will be responsible for setting up/renting a crane for unloading and moving the existing scale. The purchase of this scale was discussed back on February 9, 2021 when the contract was awarded for the New Construction at the landfill. Originally we were going to purchase 2 new scales, but with working with both vendors it was decided that we would and could move the existing scale to save the County some money on the project.

ALL OPTIONS 1. Approve the quote from Hammel Scale for being low quote at \$114,075.00

RECOMMENDATION I recommend to award the quote to Hammel Scale

FISCAL IMPACT This purchase is part of the New Landfill Scale house and Customer Convenience Center.

Scale and Equipment	Hammel Scale		Salina Scale
70' Scale with equipment	\$ 91,305.00		\$ 93,767.50
Freight on New Scale (est.)			\$ 2,800.00
Move Existing Scale	\$ 22,770.00		\$ 48,500.00
Toal Cost of both Scales	\$ 114,075.00		\$ 145,067.50
Reno County Landfill Responsible for Crane Rental on both Scale Estimated at approx. \$6,500.00			



Hammel Scale

Friday, March 5, 2021

Quote Number: CB030521-VTS230 - GDD

Presented By: Craig Bartlett

Phone: 316-264-1358

Fax: 316-264-2562

Email: craigb@hammelscale.com

www.hammelscale.com

For SCS Engineers:

To : Steve Linehan

Thank you for giving our company the opportunity to submit this proposal. We are confident that the truck scale, related equipment, and services contained in this proposal truly represent the best total weighing solution offered on the market today. Per our conversation, we are pleased to provide you with the following proposal, which includes the items listed below:

Mettler Toledo vehicle scales are **Designed, Tested, Built and Proven** to be the most dependable vehicle scales on the market. They will provide you with years of service and maximum up time while delivering the highest possible level of accuracy. You will find that this proposal delivers the lowest Total Cost of Ownership for your operation. Enclosed you will find valuable information that will give you a complete overview on the most advanced Truck Weighing Technology in the world. Please contact me with any questions you may have regarding this proposal.

Best regards,

Craig Bartlett
Application Specialist

Vehicle Scale and Related Accessories

Qty. (1) Model VTS230 Steel Deck Truck Scale.....\$ 65,335.00 Net Price

- 70' long x 11' wide
- With Galvanized Side Rails Entire Length of Scale
- Advanced Orthotropic Steel Deck Design
- **100,000 lb. Concentrated Load Capacity**
- Industry Exclusive Module Masher Tested for 2 Million+ cycles
- 200,000 lb. Scale Capacity
- Minimum Increment Size, 20 lb.
- Intergard 7562 Finish
- NTEP CoC: 01-070A2
- Factory-assembled Modules
- Installation Kit of Parts
- **10-YEAR Warranty with *StrikeShield*™ Lightning Protection System**
 - **Years 1-5 Parts, On-Site Labor, Travel time and Mileage are completely covered, Years 6-10 Parts Only**

- Eight (8) 30t (66,000 lb) POWERCELL® GDD® brand load cells
 - 100% Hermetically-Sealed
 - NEMA 6p Submersible Rating, plus IP68 and IP69k
 - AISI Type 304L Stainless Steel Enclosure
 - AISI Type 17-4 PH Stainless Steel Counterforce
 - NTEP CoC: 13-010

- Industry-Best Trained Installation and Service Teams



Foundation Construction

Qty. (1) Foundation Construction..... \$16,470.00 Net Price

- Per Drawings Provided By Mettler Toledo
- Excavate Area for Footings
- 4 ea. 3' x 3' x 11'-6" Footings
- 3 ea. 4" Thick Wash Out Slabs Between Footings
- 2 ea. 10' Level x 11'-6" wide Concrete Approaches
- **Ramps or Roads to Match up to 10' Level Approaches By Others.**

Vehicle Scale Installation

Qty. (1) Vehicle Scale Installation..... \$ 4,000.00 Net Price

- Mettler Toledo Authorized Installation Personnel
- Complete New Scale Installation
- Acceptability of Foundation Prior To Weighbridge Installation
- Calibration and Testing using a heavy-duty Test Truck and Certified Test Weights
- **Crane For Setting Scale By Others – NOT Included in This Proposal**

Vehicle Scale Delivery

Qty. (1) Vehicle Scale Delivery.....\$ 5,500.00 Net Price /

Delivery cost is an estimate based on rates at time of proposal and subject to change

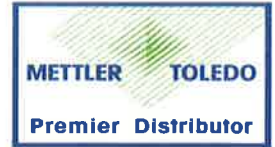
Total Project, Price Before Taxes.....\$ 91,305.00



HAMMEL SCALE COMPANY, INC.

1530 N Mosley Wichita, KS 67214-1342

www.hammelscale.com



Date **March 8, 2021**
Quote # **CB-Relocate**
Project Reference

CUSTOMER: SCS Engineers

ADDRESS: 11120 E 26th N

CITY: Wichita, KS 67226

ATTN: Steve Linehan PHONE: 316-494-7521

slinehan@scsenigneers.com CELL: 316-737-6131

QUANTITY	PRODUCT DESCRIPTION	EACH	PRICE
			\$0.00
1	Construction of New Scale Foundation for Relocation and Installation of Existing METTLER Toledo VTS231 70' x 11' Vehicle Scale	\$16,470.00	\$16,470.00
			\$0.00
1	Disassemble Existing METTLER Toledo VTS231 Vehicle Scale. Install on New Foundation, Calibrate and Test. Includes 40 new anchors for load cell base plates.	\$6,300.00	\$6,300.00
			\$0.00
NOTE	Crane for removing scale from existing foundation, transporting to new foundation, and placing scale on new foundation is the responsibility of Reno County.		
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
	Freight and any applicable taxes will be added		\$0.00

ADDITIONAL INFORMATION

Any unforeseen need for additional/replacement parts and/or labor will be at time & material.

PREPARED BY: Craig Bartlett
Craig Bartlett

ACCEPTED BY: _____

PURCHASE ORDER: _____

Sub-Total	\$22,770.00
Freight	ADD
Sales Tax (If Applicable)	ADD
TOTAL	\$22,770.00



AGENDA ITEM

AGENDA DATE March 23, 2021

PRESENTED BY Kari Mailloux, Director of Strategic Initiatives at Hutchinson Community Foundation

AGENDA TOPIC Hutchinson Community Foundation Update

SUMMARY & BACKGROUND OF TOPIC

Hutchinson Community Foundation’s mission is to inspire philanthropy, collaboration, and innovative leadership to strengthen Reno County communities. We are a learning organization and believe that the people of Reno County and our community partners have the answers, the expertise, and the wisdom to address our most pressing challenges. We strive to be a conduit of knowledge and ideas in service to creating the future through transformational leadership.

As we mark one year of our lives and work being impacted by the pandemic, Kari Mailloux will highlight how Reno County nonprofit partners have innovated and collaborated, as well as what issues affecting our communities continue to present a challenge. Notable initiatives include efforts around food insecurity, substance misuse, child care, and care coordination.

ALL OPTIONS

RECOMMENDATION/REQUEST

POLICY / FISCAL IMPACT



Public Works
600 Scott Boulevard
South Hutchinson, Kansas 67505
620-694-2976
Don Brittain, Director

March 23, 2021

AGENDA
ITEM #07B

Public Works Update

County Crew Projects

Contracted Projects

High Risk Rural Roads Project

Yoder Water District

Yoder and Habit Sewer Districts Rehabilitation

KDOT Agreements (K14/K96 Northwest Passage)



AGENDA ITEM

**AGENDA
ITEM #07C-1**

AGENDA DATE March 23, 2021

PRESENTED BY Karla Nichols and Megan Gottschalk

AGENDA TOPIC Community Health Assessment (CHA) and
Community Health Improvement Plan (CHIP)

SUMMARY & BACKGROUND OF TOPIC

A community health needs assessment is a systematic process involving citizens of a community to identify and analyze community health needs. This data leads to the development of a plan to action to address the most pressing and important health issues which is often called a Community Health Improvement Plan (CHIP). This process is often referred to the CHA/CHIP (Community Health Assessment)/Community Health Improvement Plan).

In 2012 a collaborative group of individuals came together to initiate the Community Health Assessment (CHA) for Reno County. With the information and data collected from the CHA, the Community Health Improvement Plan (CHIP) was born. This plan included three top community health priorities of Obesity, Physical Activity, and Mental Health. The original CHIP was adopted in 2013.

The Healthcare Access Taskforce (HAT) was formed to ensure a consistent forum for healthcare personnel in leadership positions and leaders of community organizations representing all populations to connect and openly discuss community health topics to ensure that the CHIP was addressed and followed up on regularly.

Based on requirements from the State of Kansas and the Affordable Care Act, a CHA assessment is required to be conducted every 5 years for Public Health, and every 3 years for hospitals including Hutchinson Regional Medical Center.

Included in this plan, each entity would have a role in the process with the Health Department taking lead to helping to plan, organize, and hold the data for the CHA/CHIP for the HAT group.

In 2018, Reno County conducted its 2nd CHA and started planning the CHIP following its publication in 2019. The CHIP identified two primary focuses: 1) Substance Misuse, and 2) Mental Health. These two items will be the core focus for the next three years.

For Priority Area 1: Substance Misuse. Five goals were created to alleviate substance misuse issues by focusing on education, treatment and recovery, healthcare providers, data collection and analysis, and the impact of opioids.

For Priority Area 2: Mental Health. The goal is to support and encourage mental health awareness/care by working with community partners, reducing stigma, and improving access to mental health resources.

RECOMMENDATION/REQUEST

Please review and approve the plan for our implementation.

POLICY / FISCAL IMPACT

There is not an immediate financial impact. Community Health Work such as substance misuse, mental health, chronic disease intervention and prevention activities are designed to address community health needs and systemic issues families deal with on a day-to-day basis. Long term, a financial impact would be to keep people out of the ER and help individuals be better equipped to care identify, care for, and maintain their chronic issues saving the community tax dollars. With Community Health work, savings are not realized in the immediacy; more often than not, it takes years to see change happen in communities.

Reno County Community Health Improvement Plan

2020

(Draft)

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Executive Summary

In 2018, Reno County conducted its second Community Health Needs Assessment (CHNA) and started planning the Community Health Improvement Plan following its publication in 2019. Two of the primary concerns in the community identified through the CHNA survey were substance misuse and mental health, which will be the core focus of community improvement over the next three years.

Five goals were created to alleviate substance misuse issues in the community revolving by focusing on education, treatment and recovery, healthcare providers, data collection and analysis, and the impact of opioids. Under mental health, the goal is to support and encourage mental health awareness/care by working with community partners, reducing stigma, and improving access to mental health resources.

Work toward these goals will be monitored and reported to the Reno County Health Department, and an annual update will be provided to the community by May over the next three years.

Background Information

History of the Process

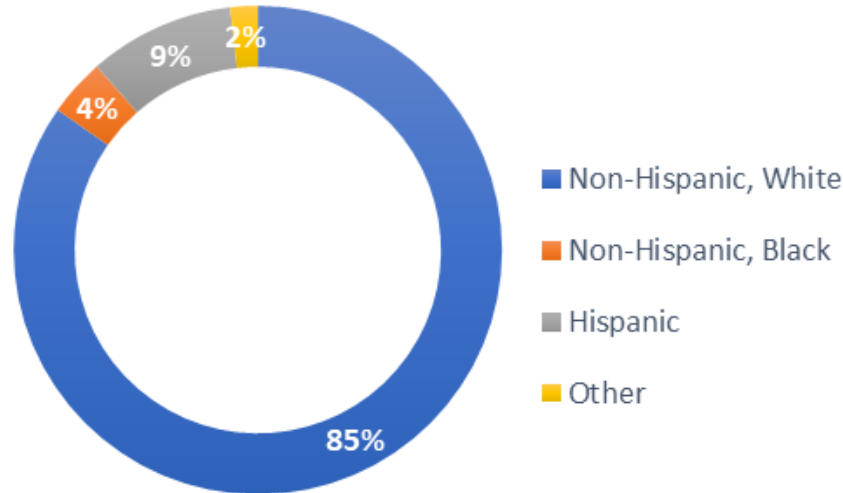
In 2012 a collaborative group of individuals came together to initiate the Community Health Assessment (CHA) for Reno County. With the information and data collected from the CHA, the Community Health Improvement Plan (CHIP) was born. This plan included three top community health priorities—Obesity, Physical Activity, and Mental Health—that citizens of our community felt were important for our community to address. The original CHIP was adopted in 2013. With community groups ebbing and flowing, the HealthCare Access Taskforce (HAT) was formed to ensure a consistent forum for healthcare personnel in leadership positions to connect and openly discuss community health topics. This group felt their work and discussions valuable and wanted to ensure that the CHIP was conducted, addressed, and followed up regularly.

Based on requirements from state and regulatory agencies, a CHA assessment is required to be conducted every five years for Public Health and every three years for Hutchinson Regional Medical Center, the local hospital entity. With this, the HAT group adopted the work of the CHA/CHIP as part of their work for the community. Each entity included in the HAT's plan has a role in the process, with the Health Department taking the lead in helping to plan, organize, and hold the data for the CHA/CHIP and the HAT group. As this group navigated their first lead of the CHA/CHIP in 2019, they wanted to ensure that the process utilized could give a good sampling of all socioeconomic classes and all facets of the community. As you peruse through this document, you will find the model that HAT adopted and carried out. The CHIP was developed with intentions to be a living document where work is followed up quarterly.

Demographics

Reno County is one of the geographically largest counties in Kansas (1,255 square miles) with a total population of 62,856. It is home to Hutchinson—the county seat—with a population of 40,512 and several small surrounding communities. Reno County is the 9th most populated county in the state of Kansas out of 105 counties. The median household income for Reno County is \$48,577 and for Hutchinson \$44,397, both of which are below the state's rate of \$56,331.

Figure 1: Race/Ethnicity in Reno County¹



Rural Reno County is home to a significant number of Amish families who are traditionally fairly dependent upon agriculture and value a minimalist lifestyle. In 1992, there were three Amish settlements in Kansas with an estimated total population of 675.² As of 2019, there are ten settlements with a population of 1,850.³

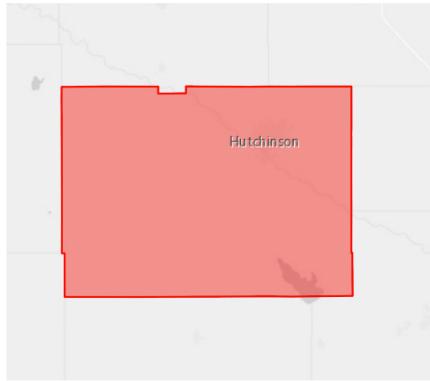
Hutchinson has three state prison facilities (minimum, medium, and maximum security) that provide steady employment for many but draw several transient families to the area who need a variety of social services. Additionally, an estimated 94 manufacturing businesses operate within Reno County, employing 3,252 persons. The combination of shift work and vigorous activities needed in the manufacturing industries has the potential to take a harsh toll on employees' health if not managed properly.

¹ Kansas Information for Communities, "Population Estimates," 2018, http://kic.kdheks.gov/poplneth_str.php

² "Amish Population Change 1992-2013, Top Ten States," *Young Center for Anabaptist and Pietist Studies*, Elizabethtown College, https://groups.etoan.edu/amishstudies/files/2015/08/Population_Change_1992-2013.pdf

³ "Amish Population, 2019," *Young Center for Anabaptist and Pietist Studies*, Elizabethtown College, <http://groups.etoan.edu/amishstudies/statistics/population-2019/>

Figure 2: Demographics & Trends in Reno County



DEMOGRAPHICS & TRENDS

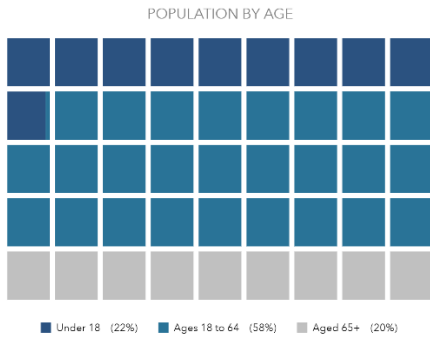
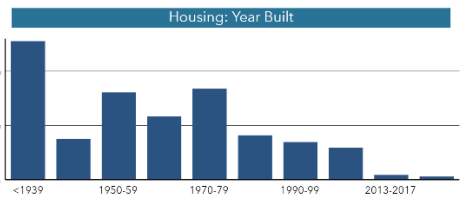
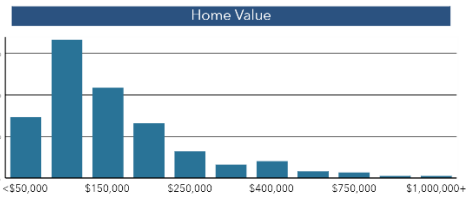
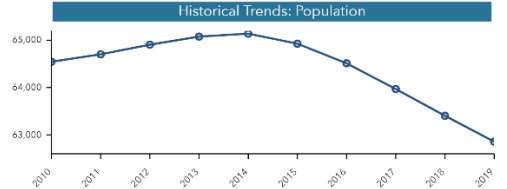
Reno County, KS

62,856 Population
25,198 Households
2.37 Avg Size Household
40.6 Median Age
\$48,577 Median Household Income
\$104,648 Median Home Value
71 Wealth Index
196 Housing Affordability
35 Diversity Index

MORTGAGE INDICATORS

\$7,371
Avg Spent on Mortgage & Basics

10.5%
Percent of Income for Mortgage



POPULATION BY GENERATION

10.3% Greatest Gen: Born 1945/Earlier

23.7% Baby Boomer: Born 1946 to 1964

17.7% Generation X: Born 1965 to 1980

22.1% Millennial: Born 1981 to 1998

22.5% Generation Z: Born 1999 to 2016

3.7% Alpha: Born 2017 to Present



This infographic contains data provided by American Community Survey (ACS), Esri, Esri and Bureau of Labor Statistics. The vintage of the data is 2014-2016, 2019, 2024. © 2020 Esri

EDUCATION

11% No High School Diploma

28% High School Graduate

39% Some College

22% Bachelor's/Grad/Prof Degree

BUSINESS

2,542 Total Businesses

33,653 Total Employees

POVERTY

12% % of Households receiving Food Stamps/SNAP

13% % of Households Below the Poverty Level

EMPLOYMENT

60% White Collar

25% Blue Collar

16% Services

3.9% Unemployment Rate

Race and Ethnicity

The largest group: White Alone (88.9%)
 The smallest group: Pacific Islander Alone (0.05)

Indicator	Value	Difference
White Alone	88.96	+7.28
Black Alone	3.32	-2.64
American Indian/Alaska Native Alone	0.76	-0.24
Asian Alone	0.56	-2.60
Pacific Islander Alone	0.05	-0.05
Other Race	3.09	-1.42
Two or More Races	3.26	-0.34
Hispanic Origin (Any Race)	9.86	-2.50

Bars show deviation from Kansas

Households By Income

The largest group: \$50,000 - \$74,999 (21.4%)
 The smallest group: \$150,000 - \$199,999 (2.3%)

Indicator	Value	Difference
<math><15,000</math>	11.4%	+1.5%
\$15,000 - \$24,999	11.2%	+1.9%
\$25,000 - \$34,999	10.8%	+1.0%
\$35,000 - \$49,999	17.8%	+3.3%
\$50,000 - \$74,999	21.4%	+2.2%
\$75,000 - \$99,999	12.4%	-0.7%
\$100,000 - \$149,999	9.8%	-4.7%
\$150,000 - \$199,999	2.3%	-2.6%
\$200,000+	2.9%	-1.9%

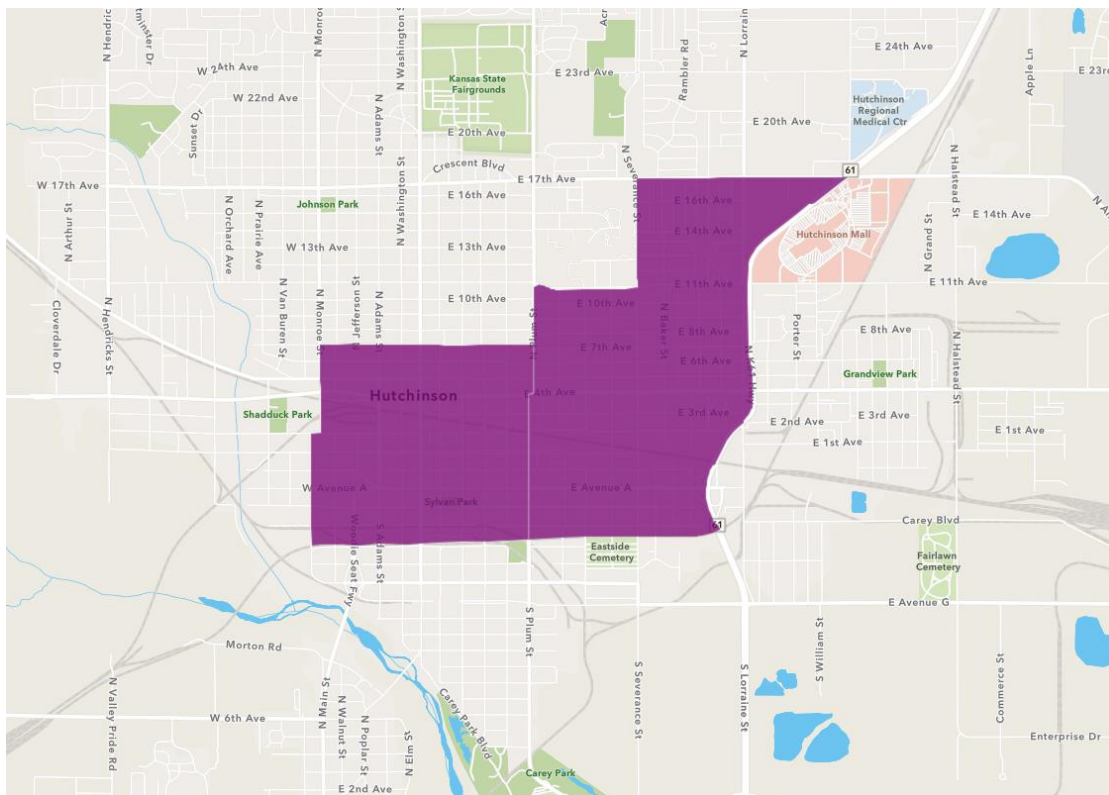
Bars show deviation from Kansas

Socioeconomic Factors and Vulnerable Populations

The Center for Applied Research and Engagement Systems identifies vulnerable populations as areas where 20 percent or more of the inhabitants are living in poverty and/or 25 percent of the population age 25 or older hold less than a high school diploma. In 2019, the federal poverty level for a family of four was \$25,750. Higher poverty rates are often attributed to poor economic conditions or lack of economic opportunity. The estimated 2019 poverty level in Reno County is slightly higher than the Kansas average—each at 13 and 12 percent, respectively.

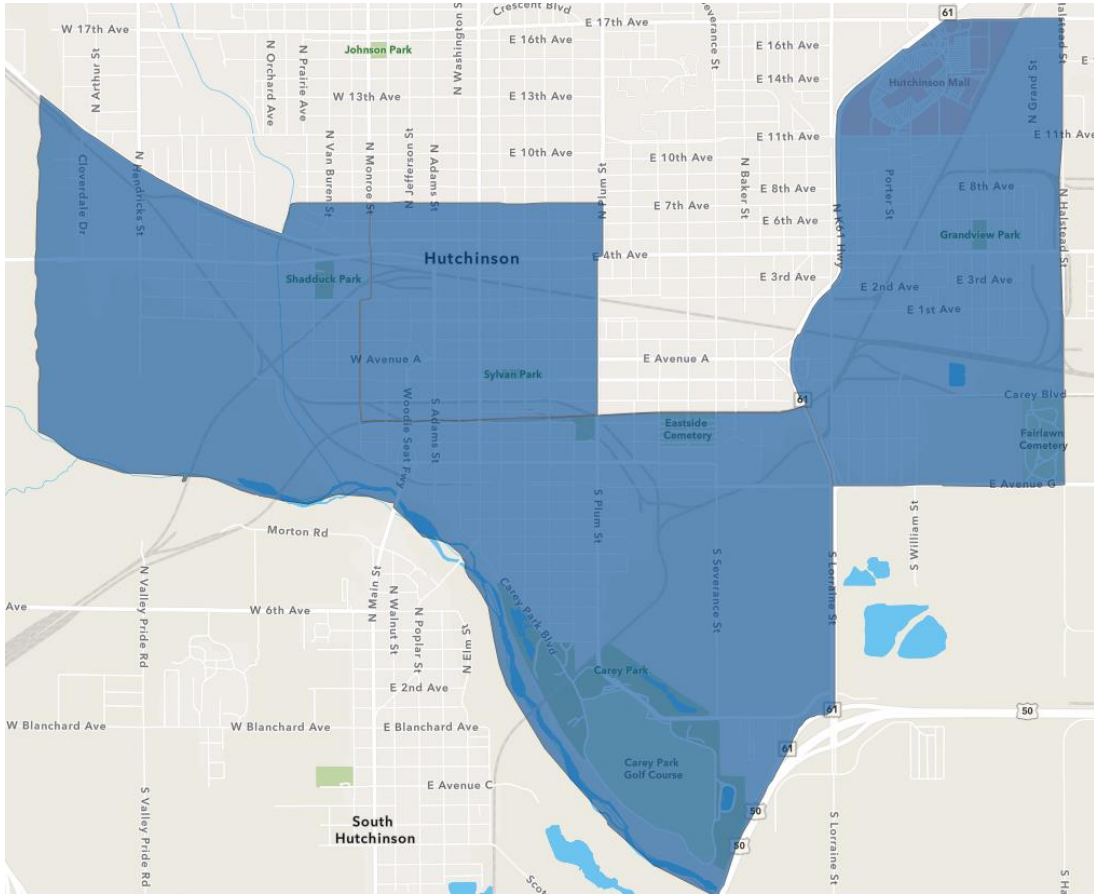
There are two census tract areas located in south-central Hutchinson, where more than 20 percent of all households are living below the federal poverty line.

Figure 3: Census Tracts - 20 Percent or More of Households Living in Poverty



There are three census tracts where more than 25 percent of the population have less than a high school diploma. One census tract in Hutchinson meets both thresholds. In total, four census tracts within Hutchinson are identified as socially vulnerable populations.

Figure 4: Census Tracts - 25 Percent or More of Population with Less Than a High School Diploma



Nearly 9 percent of Reno County residents do not have health insurance with the average household expenses on health insurance at \$3,192. In comparison, the state averages a 9 percent uninsured population rate, with \$3,684 spent on annual health insurance expenditures. Overall, Reno County residents visit a doctor less frequently than the Kansas average and spend roughly \$800 less on total health care costs. The average household in Reno County also spends close to \$320 on prescription drugs compared to the Kansas average of \$357.

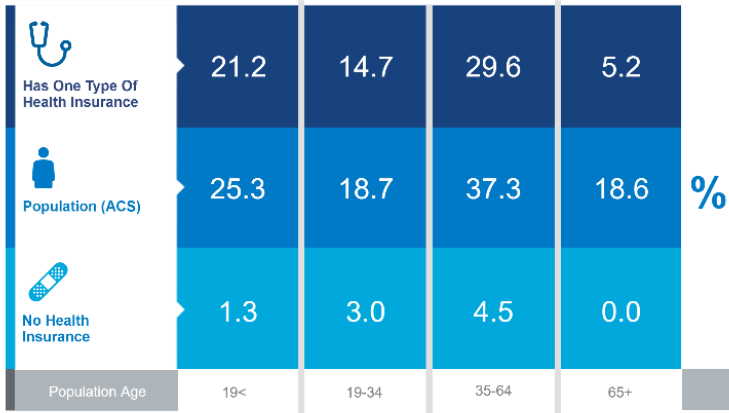
Figure 5: Population on Medication for Select Medical Issues

Medical Issue	Reno County - % on Medication	Kansas - % on Medication
<i>Diabetes – Insulin Dependent</i>	2.7%	2.5%
<i>Diabetes – Non-Insulin Dependent</i>	5.3%	4.7%
<i>High Blood Pressure</i>	14.3%	13.5%
<i>Anxiety</i>	5.8%	5.9%
<i>Depression</i>	6.8%	6.4%

Figure 6: Health Care & Insurance Statistics

Health Care & Insurance

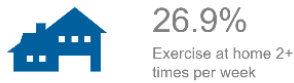
This infographic provides a set of key demographic and health care indicators. Data sources include: American Community Survey (ACS) 5-year Data, Esri Consumer Spending, and Esri Market Potential data.



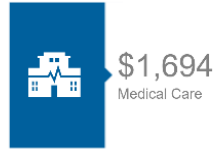
Population



Exercise (Percent of Adults)

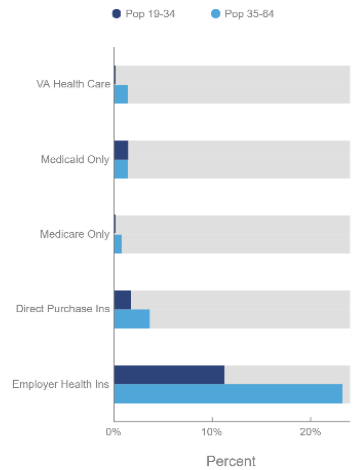


Health Care Expenditure



Health Care (Consumer Spending)	Annual Expenditure
Blue Cross/Blue Shield	\$1,001.8
Medicare Payments	\$585.3
Physician Services	\$223.9
Dental Services	\$293.1
Eyecare Services	\$60.5
Lab Tests/X-rays	\$55.7
Hospital Room & Hospital Service	\$168.3
Convalescent/Nursing Home Care	\$20.7

Health Insurance Coverage (ACS)



Food Environment

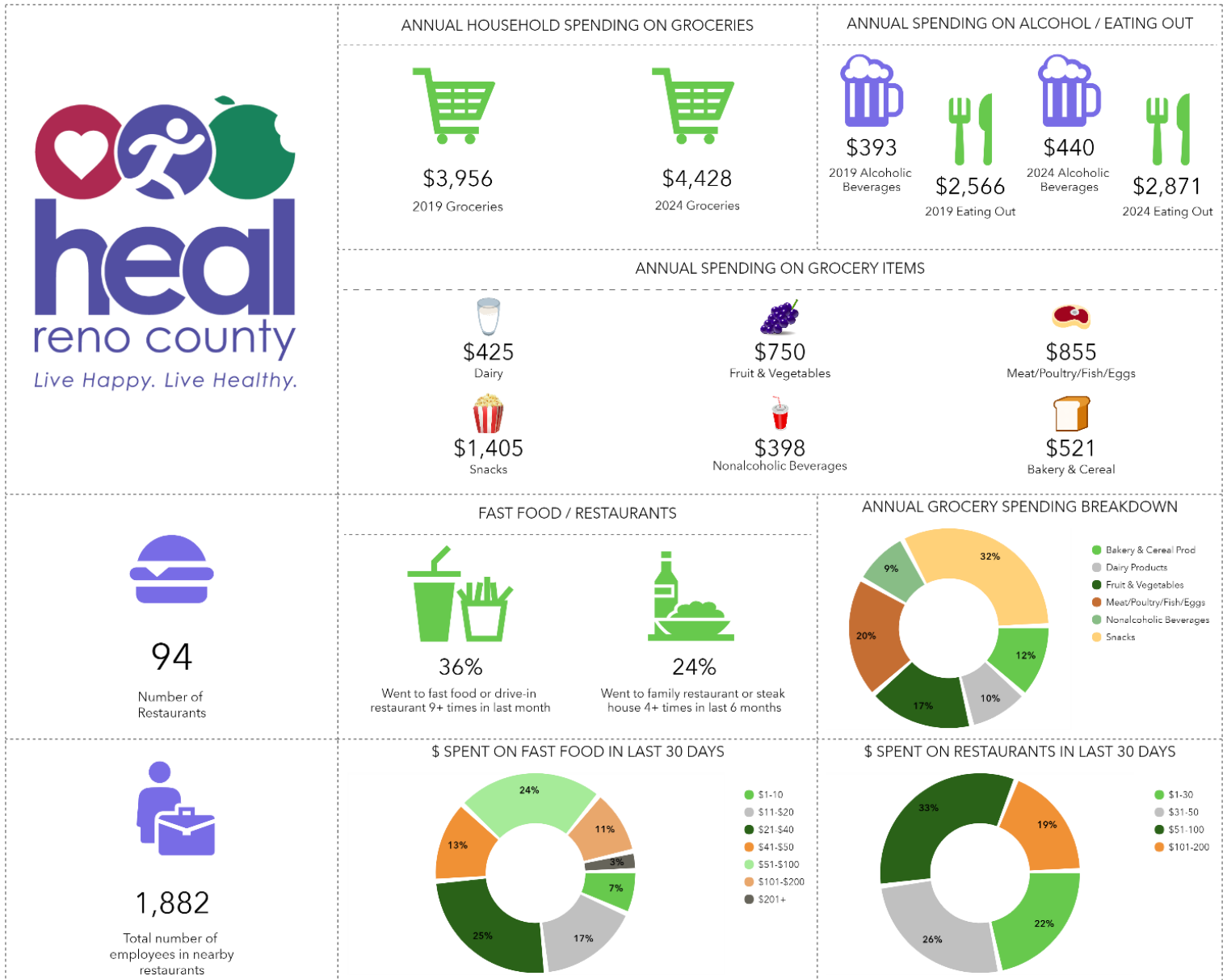
A healthy diet is known to reduce the risk of chronic diseases, such as obesity. At the same time, nationally, less than 10 percent of the population meets the recommendations for the intake of fruits and vegetables.⁴ Access to healthy food sources is a common barrier within the Reno County community. The Reno County Food Policy Advisory Board is working on improving food access by promoting SNAP at local farmers' markets and ensuring food sources are accessible by walking, biking, or transit. Ongoing research from the Food Policy Advisory Board on issues of food insecurity continually takes place to foster innovative ideas and recommendations in support of the local community.

The average household in Reno County spends about \$1,669 on groceries per person each year. Data from Esri and GfK MRI in Figure 7 illustrates average annual household spending on grocery items, where the single largest purchasing category (32 percent) are snacks. Additionally, nearly 36 percent of Reno County residents went to a fast-food restaurant more than nine times within 30 days. While the recommended calorie intake can range anywhere from 1,600 to 3,000 calories based on factors such as age and sex, one

⁴ Centers for Disease Control and Prevention, 2020, "Poor Nutrition," <https://www.cdc.gov/chronicdisease/resources/publications/factsheets/nutrition.htm>

trip to a fast-food restaurant can account for more than half of the daily recommended calorie intake. These lifestyle behaviors contribute to higher rates of obesity and other preventable chronic diseases such as cardiovascular disease and type 2 diabetes. In Reno County, nearly 32 percent of Reno County residents are obese.⁵

Figure 7: Food & Grocery Spending



Source: This infographic contains data provided by Esri and Bureau of Labor Statistics, Esri and GIK MRI. The vintage of the data is 2019, 2024.

⁵ Kansas Health Matters, 2017, "Percent of Adults who are Obese," <https://www.kansashealthmatters.org/indicators/index/view?indicatorId=2269&localeTypeId=2>

Addressing Social Determinants of Health

Health outcomes are often driven by elements outside of healthcare, such as social and environmental factors.⁶ Social determinants of health are considered “conditions in the environments in which people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks.”⁷ When creating goals and strategies for the community, special consideration is given to ensuring the proposed interventions address social determinants of health as well as health behaviors and outcomes.

Figure 8: Social Determinants of Health



Adapted from: Healthy People 2020

Examples of social determinants of health include:

- Availability of resources to meet daily needs (e.g., safe housing and local food markets)
- Access to educational, economic, and job opportunities
- Access to health care services
- Quality of education and job training
- Availability of community-based resources in support of community living and opportunities for recreational and leisure-time activities
- Transportation options
- Public safety
- Social support

⁶ Artiga, Samantha and Elizabeth Hinton, “Beyond Health Care: The Role of Social Determinants in Promoting Health and Health Equity,” *Kaiser Family Foundation*, May 2018, <https://www.kff.org/disparities-policy/issue-brief/beyond-health-care-the-role-of-social-determinants-in-promoting-health-and-health-equity/>

⁷ HealthyPeople.gov, n.d., “Social Determinants of Health,” <https://www.healthypeople.gov/2020/topics-objectives/topic/social-determinants-of-health>

- Social norms and attitudes (e.g., discrimination, racism, and distrust of government)
- Exposure to crime, violence, and social disorder (e.g., presence of trash and lack of cooperation in a community)
- Socioeconomic conditions (e.g., concentrated poverty and the stressful conditions that accompany it)
- Residential segregation
- Language/Literacy
- Access to mass media and emerging technologies (e.g., cell phones, the Internet, and social media)
- Culture

Overview of the 2019 Community Health Needs Assessment

In 2019, a Community Health Needs Assessment (CHNA) was conducted within 29 census blocks in Reno County, gathering information from a total of 183 interviews. The local priority-setting scores ascertained in the CHNA show the top social/behavioral issues facing Reno County include substance misuse, economy, community/physical environment, access to care, physical activity, mental health, and nutrition. Results from the survey indicate drug use represented a significant portion of neighborhood and community concerns. Where Reno County residents do not feel safe, it is often attributed to drug-related activity (Figure 9 and Figure 10).

Figure 9: CHNA - Biggest Concerns Facing Reno County

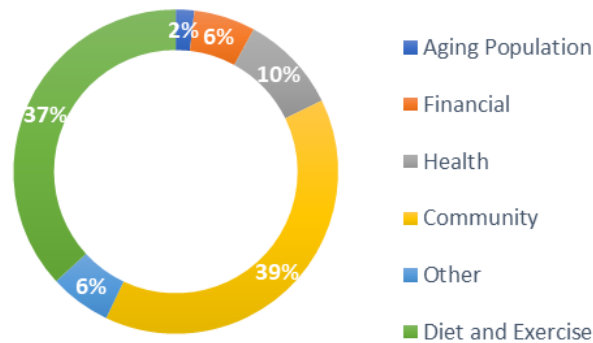
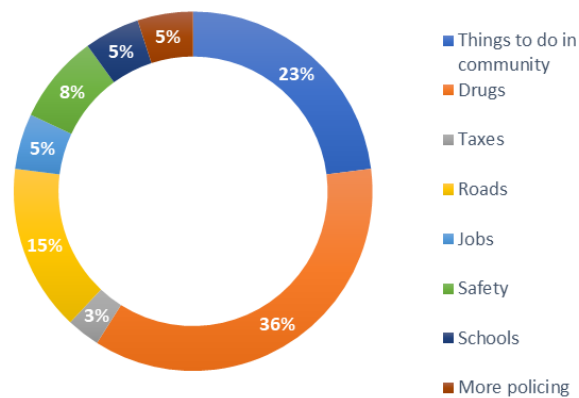


Figure 10: CHNA - Concerns Facing the Reno County Community



The CHNA results also reveal a strong relationship between households where a family member struggles with mental health and whether the respondent feels the home is thriving (Figure 11 and Figure 12).

Figure 11: CHNA - Household Struggles with Mental Health

Does anyone in the household struggle with mental health

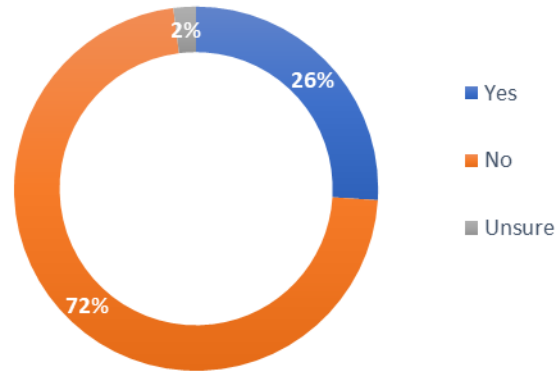
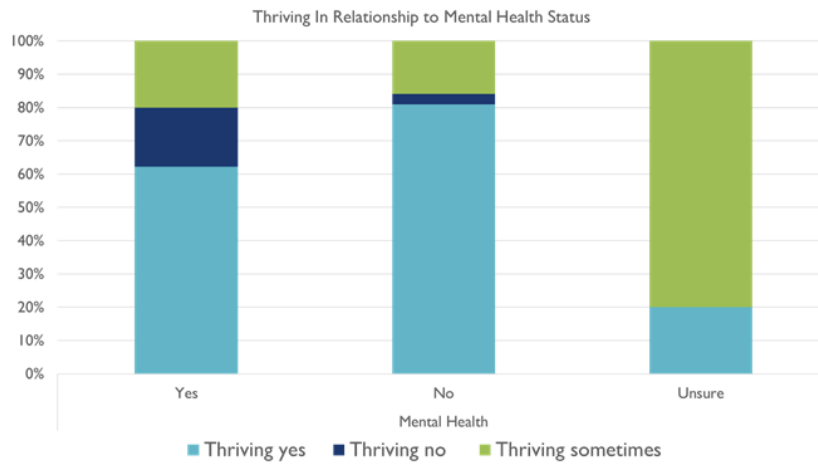


Figure 12: CHNA - Thriving in Relationship to Mental Health Status



Transitioning from Assessment to Planning

The next steps in this process were to identify the goals and objectives Reno County seeks to reach in the areas of Substance Misuse and Mental Health over the next three years. The Drug Impact Task Force, Mental Health Task Force, and Healthcare Access Task Force all met over several months to discuss their strategic plans. These documents were adopted and transformed into the CHIP. Each task force continues to meet at set intervals to discuss the items outlined in the subsequent sections.

Priority Areas and Strategies

Priority Area 1 of this edition of the Community Health Improvement Plan focuses on issues surrounding Substance Misuse. In 2019, Reno County released the Opioid Needs Assessment to address some of the Substance Misuse concerns. According to the Centers for Disease Control and Prevention, “studies have reported an association between opioid prescribing and nonmedical use.” Between 2006 and 2017, the average yearly prescription rate in Reno County was 104.7 prescriptions per 100 residents (Figure 13).⁸ In 2016, opioid claims made up nearly 5% of all prescription claims (Figure 14).⁹

Figure 13: Average Opioid Prescription Rate per 100 People by County (2006-2017)

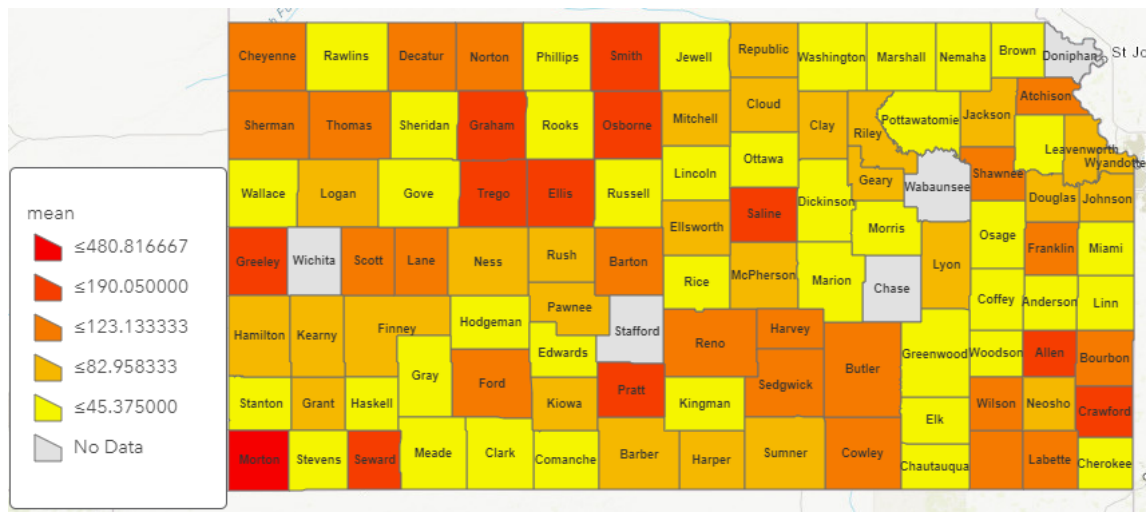
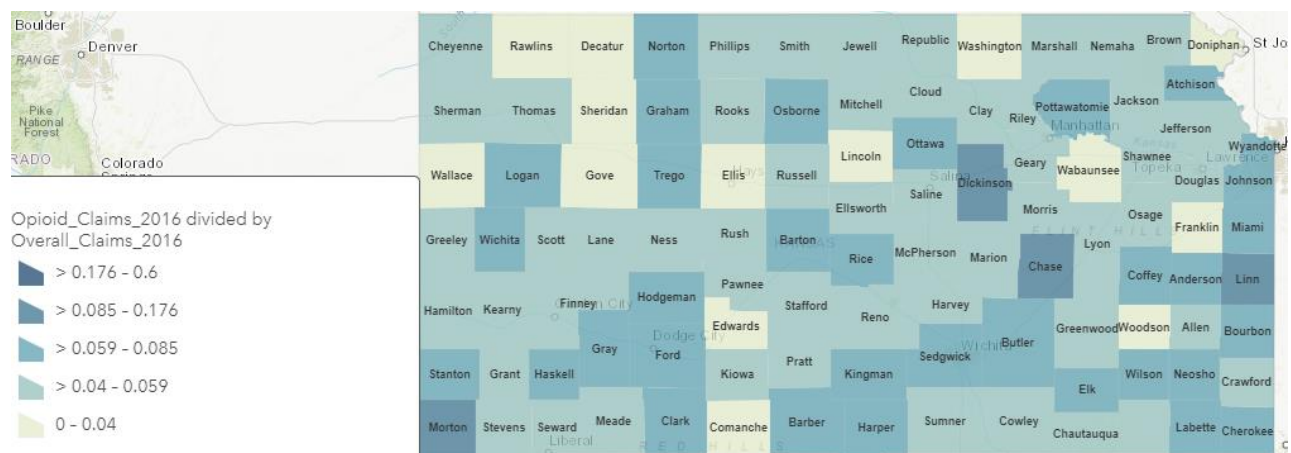


Figure 14: Percentage of Opioid Claims versus All Claims by County (2016)



⁸ Centers for Disease Control and Prevention, “U.S. Opioid Prescribing Rate Maps,” March 2020, <https://www.cdc.gov/drugoverdose/maps/rxrates-maps.html>

⁹ Centers for Medicare & Medicaid Services, “CMS Opioid Prescribing,” May 2019, <https://www.cms.gov/Research-Statistics-Data-and-Systems/Statistics-Trends-and-Reports/Medicare-Provider-Charge-Data/OpioidMap>

In 2016 and 2017, opioid prescription rates are more than doubled the next highest number of prescriptions for a controlled substance (Figure 15).¹⁰ Benzodiazepines affect the central nervous system and are used for conditions related to anxiety, sleep disorders, muscle relaxation, etc. The third highest prescription rate is among zolpidem tartrates, used as sedatives or sleep aids. Between 2016 and 2018, approximately 1.6 per 10,000 Reno County residents were hospitalized due to drug poisoning events.¹¹

Figure 15: Reno County Prescription Indicator by Drug Type (2016-2017)

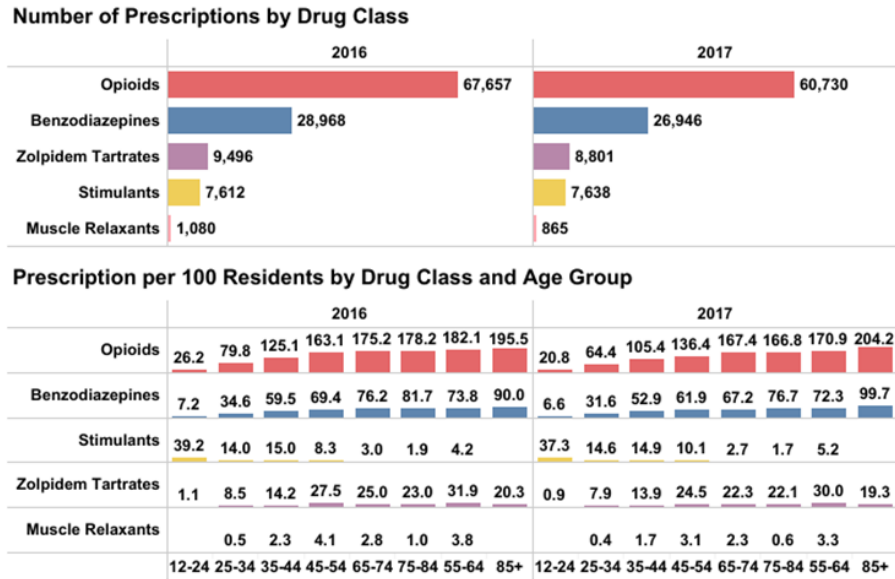
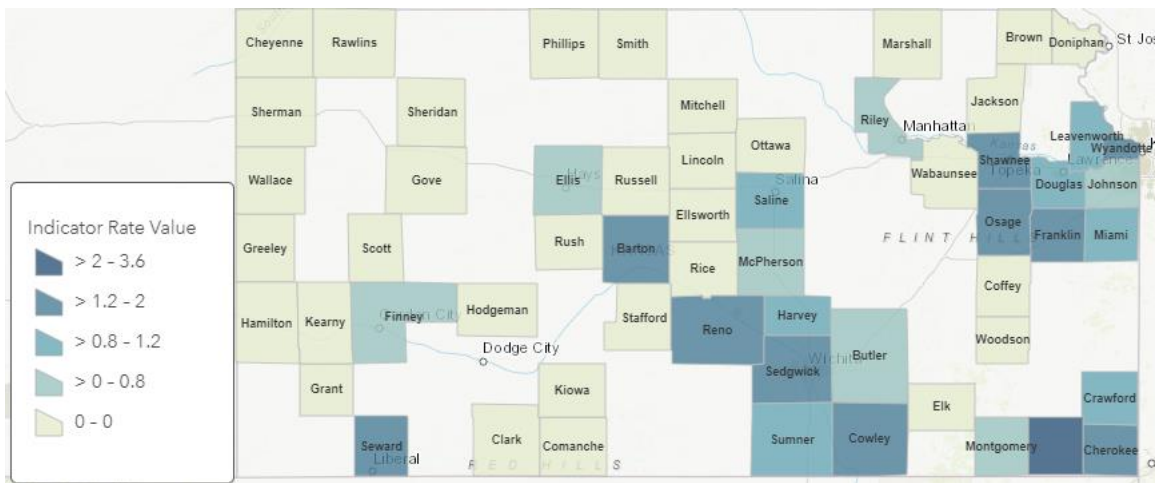


Figure 16: Drug Poisoning Hospital Admission Rates per 10,000 People (2016-2018)

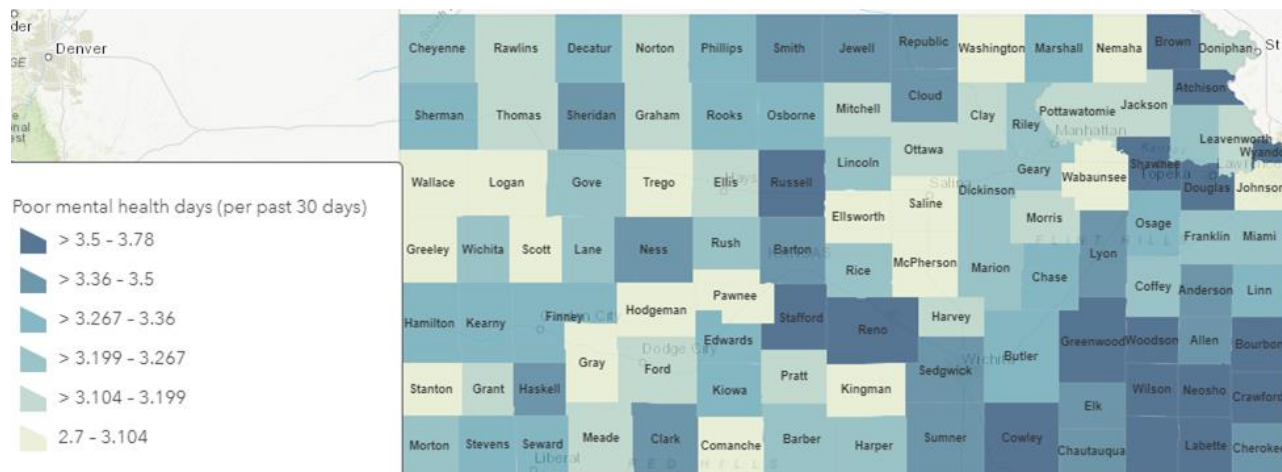


¹⁰ Kansas Department of Health & Environment, “Kansas Epidemiological Data Dashboard,” accessed August 2020, http://www.preventoverdoseks.org/ktracs_data.htm

¹¹ Kansas Health Matters, “Poisoning (Drugs) Hospital Admission Rate,” January 2020, <https://www.kansashealthmatters.org/indicators/index/view?indicatorId=6777&localeId=1017>

The second priority area focuses on mental health. In 2017, roughly 7.5 percent of Reno County residents reported 14 or more days of poor mental health within 30 days, and 43.3 percent of those respondents said their mental health kept them from doing their usual activities such as self-care, work, or recreation.¹² According to the 2019 County Health Rankings, when compared to the rest of Kansas, Reno County is in the highest percentile of reported mentally unhealthy days within 30 days (Figure 16).

Figure 17: County Health Rankings (2019) - Poor Mental Health Days



Since 2011, Reno County generally rates higher than the state average for adults who were ever diagnosed with a depressive disorder reaching a peak of 25.5 percent in 2015.¹³ Depressive disorders recognized in the data include depression, major depression, dysthymia, and minor depression. Between 2016 and 2018, approximately 103 per 10,000 residents in Reno County were admitted to a hospital for reasons related to mental behavior.¹⁴ The economic burden of major depressive disorder in the United States is estimated to have reached \$210.5 billion in 2010.¹⁵

¹² Kansas Department of Health & Environment, “2017 Kansas Behavioral Risk Factor Surveillance System Local Data,” https://www.kdheks.gov/brfss/HRSReports/2017/County/reno_2017chrs.pdf

¹³ Kansas Health Matters, “Percent of Adults Who Were Ever Diagnosed with a Depressive Disorder,” January 2019, <https://www.kansashealthmatters.org/indicators/index/view?indicatorId=2278&localeId=1017>

¹⁴ Kansas Health Matters, “Mental Behavior Hospital Admissions Rate,” January 2020, <https://www.kansashealthmatters.org/indicators/index/view?indicatorId=6791&localeId=1017>

¹⁵ Chow, Wing et al., 2019, “Economic Burden Among Patients with Major Depressive Disorder: An Analysis of Healthcare Resource Use, Work Productivity, and Direct and Indirect Costs by Depression Severity,” *The American Journal of Managed Care*, <https://cdn.sanity.io/files/0vv8moc6/ajmc/00b6df5f89156e2f418a8a70ad29cbc7e3698d81.pdf>

Figure 18: Percent of Adults Who Were Ever Diagnosed with a Depressive Disorder (2011-2017)

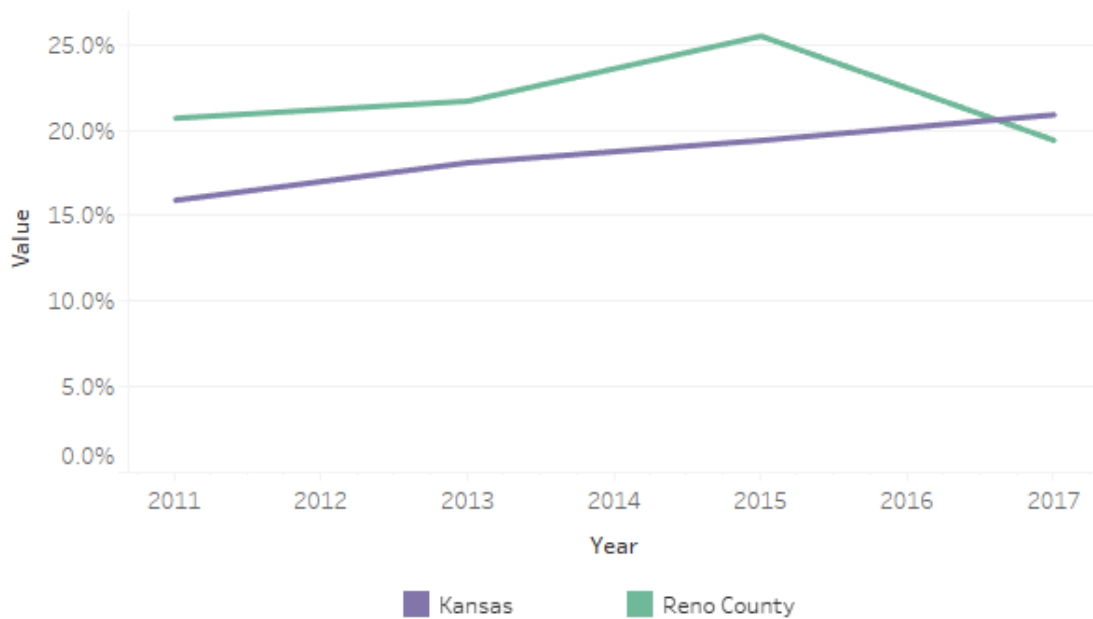
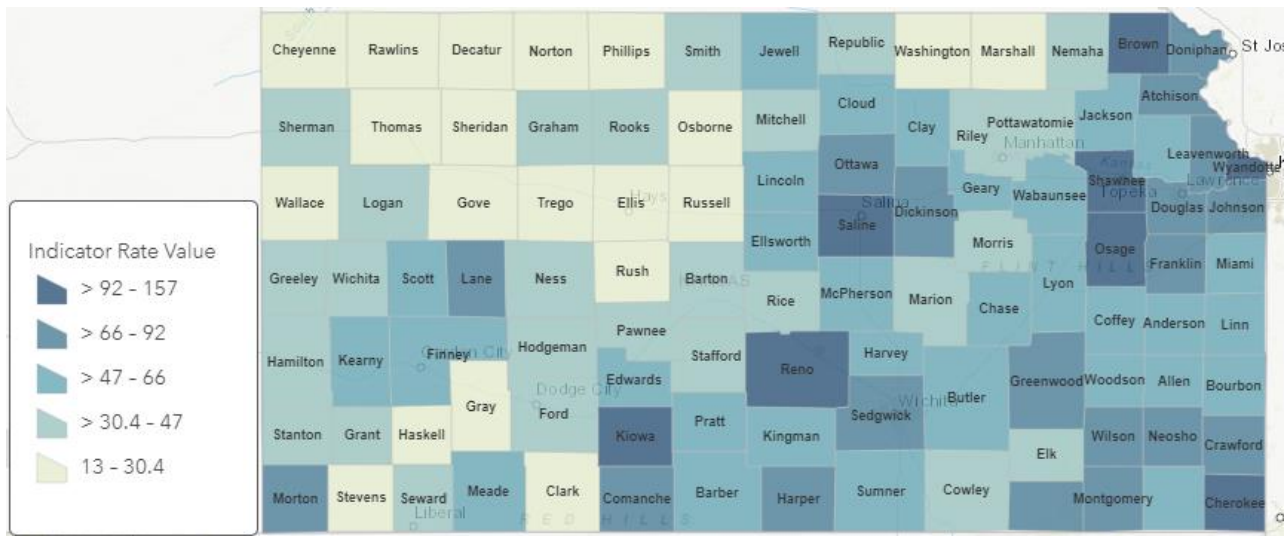


Figure 19: Mental Behavior Hospital Admissions Rate per 10,000 people (2016-2018)



In the Clinical CHIP section, one priority area focuses on chronic illnesses in Reno County. Nationally, the most expensive chronic diseases are heart disease/stroke, cancer, diabetes, obesity, arthritis, Alzheimer’s disease, epilepsy, and tooth decay with the primary risk factors including cigarette smoking, lack of physical activity, and excessive alcohol use.¹⁶ Chronic diseases in Reno County and the state of Kansas make up the majority of the leading causes of death in 2018 (Figure 20). Associations exist between mental health and chronic illnesses and substance misuse and chronic illnesses. For example, depression

¹⁶ Centers for Disease Control and Prevention, “Health and Economic Costs of Chronic Diseases,” September 2020, <https://www.cdc.gov/chronicdisease/about/costs/index.htm>

co-occurs in approximately 23 percent of cerebrovascular patients, 27 percent of diabetes patients, and 42 percent of individuals with cancer.¹⁷

Figure 20: Leading Causes of Death (2018)

<i>Cause of Death</i>	Reno County	<i>Cause of Death</i>	State of Kansas
1. Cancer	134	1. Heart Disease	5,744
1. Heart Disease	134	2. Cancer	5,513
3. Chronic Lower Respiratory Diseases	60	3. Chronic Lower Respiratory Diseases	1,826
4. Alzheimer's Disease	32	4. Cerebrovascular Disease (Stroke)	1,277
5. Cardiovascular Disease	30	5. Alzheimer's Disease	887
6. Pneumonia and Influenza	26	6. Diabetes	796
7. Accident - Falls	24	7. Digestive Disease	699
8. Digestive Disease	23	8. Pneumonia and Influenza	626
9. Diabetes	21	9. Suicide	555
10. Kidney Disease	14	10. Kidney Disease	547

¹⁷ Centers for Disease Control and Prevention, "Mental Health and Chronic Diseases," October 2012, <https://www.cdc.gov/workplacehealthpromotion/tools-resources/pdfs/issue-brief-no-2-mental-health-and-chronic-disease.pdf>

Priority Area 1: Substance Misuse

Goal 1: Provide Reno County residents, businesses, and community organizations with educational materials and programs to reduce substance misuse.
Objective 1.1: Conduct a campaign that educates teens, parents, adults, employers, seniors, and caregivers.

Strategy	Timeframe	Responsibility	Potential Partners
<p>Strategy 1.1.1: Implement a marketing campaign designed by a consultant to include:</p> <ul style="list-style-type: none"> • Website • Facebook/Instagram/Thunderclap • Press Release • Poster/Handouts • Digital Billboards • Radio/Newspaper ads • Google (Banners, YouTube pre-roll) • Hutchinson News Story Series 	August 2020-December 2022	Health Promotions Supervisor Substance Misuse Educator Community Impact Coordinator Rise Up Reno Prevention Coordinator	United Way of Reno County Reno County Health Department Rise Up Reno
Progress:			
Strategy 1.1.2: Coordinate with the Mental Health Council to support their marketing campaign by identifying ways to share information about the link between substance misuse and mental health.	August 2020 – December 2022	Community Impact Coordinator	United Way of Reno County
Progress:			
Strategy 1.1.3: Launch and advertise the Reno Recovery Portal to encourage consumers struggling with substance misuse to seek out care and engage in rehabilitation services.	December 2020	Health Promotions Supervisor Substance Misuse Educator Rise Up Reno Prevention Coordinator Director of Substance Use Treatment	United Way of Reno County Reno County Health Department Horizon’s Mental Health Center
Progress:			

Objective 1.2: Get employers to commit to retaining/hiring employees with a substance misuse disorder/history.

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.2.1: Identify employers who are interested in working as a partner in the reduction of substance misuse among their employees.	August 2020 – December 2020	Substance Misuse Educator	USD 308 Reno County Health Department
Progress:			
Strategy 1.2.2: Research what employers in other communities are doing and identify best practices consistent with education resources for employers, which will include information about warning signs for employers.	August 2020 – December 2020	Public Health Analyst	Reno County Health Department
Progress:			
Strategy 1.2.3: Provide recommendations to businesses on employing, training, and retaining employees with a history of substance misuse.	December 2021	Public Health Analyst Substance Misuse Educator Health Promotions Supervisor	Reno County Health Department United Way of Reno County Rise Up Reno Oxford House
Progress:			

Goal 2: Decrease substance misuse in Reno County by providing effective treatment and recovery options

Objective 2.1: Develop a data collection and analysis process to share information and coordinate prevention and recovery response.

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 2.1.1: Meet with all local stakeholders about current practices for data collection and data sharing.	November 2020- March 2021	Public Health Analyst Outpatient Therapist Substance Misuse Educator	Horizon's Mental Health Center SACK New Beginnings

			Oxford House Summit Reno County Health Department
Progress:			
Strategy 2.1.2: Sign data sharing agreements and develop a new process for extracting data from local stakeholders, transforming received data, and loading into a single database for use by all stakeholders.	December 2021	Public Health Analyst	Horizon's Mental Health Center SACK New Beginnings Oxford House Summit Reno County Health Department
Progress:			

Objective 2.2: Develop a response team to divert persons in crisis from co-occurring mental health and substance misuse disorders from incarceration to community treatment services.

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 2.2.1: Cross-train staff on law enforcement protocols and community mental health organizational protocols.	July 2021	Chief of Police, Hutchinson Police Dept. Director of Same Day Access	Hutchinson PD Horizon's Mental Health Center
Progress:			
Strategy 2.2.2: Develop a process for follow-up to connect diverted consumers to treatment.	December 2021	Chief of Police, Hutchinson Police Dept. Director of Same Day Access	Hutchinson PD Horizon's Mental Health Center
Progress:			

Goal 3: Provide a uniform standard of care to decrease opioid use and increase the availability of services to patients seeking treatment for dependency.

Objective 3.1: Increase the number of providers consulting KTRACs before prescribing/dispensing opioid medications (25% in 9-12 months; 50% in 3 years; 100% in 5 years).

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 3.1.1: Assess how many physicians are currently enrolled in KTRACs, identify providers enrolled in KTRACs, and develop a list of providers with a DEA # practicing in Reno County.	June 2021	Epidemiologist	Reno County Health Department
Progress:			
Strategy 3.1.2: Healthcare Professional Group develop a policy for KTRACs in place for practitioners and consult with practitioners to update policies if necessary.	December 2022		Hutchinson Clinic Prairie Star Hutchinson Hospital Dental clinics Veterinarians
Progress:			

Goal 4: Have the backbone organization facilitate outreach and education of ODMAP for tracking drug overdose data and trends

Objective 4.1: Educate all stakeholders about ODMAP and its purpose and onboard stakeholders interested in participating in the program

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 4.1.1: Onboard Hutchinson Police Department, Reno County Sheriff's Office, and Reno County Health Department to ODMAP.	August 2020-June 2021	Substance Misuse Educator Public Health Analyst Chief of Police, Hutchinson Police Dept. Reno County Sheriff Director of Kansas Police Chiefs Association	Reno County Sheriff's Office Hutchinson PD Reno County Health Department
Progress:			
Strategy 4.1.2: Educate potential stakeholders (i.e., EMS and Hutchinson Regional Medical Center) on the use and benefits of ODMAP.	August 2020-December 2022	Substance Misuse Educator Public Health Analyst Chief of Police, Hutchinson Police Dept. Reno County Sheriff	Hutchinson Regional Medical Center Reno County EMS Hutchinson Fire Dept.

		Director of Kansas Police Chiefs Association	
Progress:			

Goal 5: Reduce the opioid impact on Reno County
Objective 5.1: Decrease the opioid prescribing rate by 20%

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 5.1.1: Develop data collection methods to monitor opioid prescribing	August 2020 – December 2020	Clinical CHIP	HRMC Hutch Clinic Prairie Star Summit
Progress:			
Strategy 5.1.2: Develop methods to assess KTRACs prior to each opioid script that is written	August 2020 – December 2020	Clinical CHIP	HRMC Hutch Clinic Prairie Star Summit
Progress:			
Strategy 5.1.3: Provide education to providers on alternatives for pain management	August 2020 – June 2021	Clinical CHIP	HRMC Hutch Clinic Prairie Star Summit
Progress:			
Strategy 5.1.4: Provide education and medication management to Community Care patients following discharge from HRMC and develop standardized opioid education materials in the Community Care program.	August 2020 – June 2021	Community Care Clinical Liaison	HRMC HHHoRC
Progress:			

Strategy 5.1.5: Grant for writing the program to extract opioid data from the Cerner EMR at the hospital to improve the monitoring of opioid impact to the patient population served at HRMC.	August 2020 – December 2020	Director of Patient Service Excellence	HRMC
Progress:			

Outcomes & Measures
<i>Process Indicators</i>
<ul style="list-style-type: none"> • # of interactions with KTRACs • # of physicians and providers enrolled in KTRACs • # of practitioners in attendance for education programs • Develop an opioid dashboard for HRMC • # of naloxone deployments • Average # of naloxone deployments per overdose • # of Reno County entities using ODMAP • # of organizations participating in the Drug Impact Task Force • Drug poisoning hospital admission rate • # of opioid meds on the home med list • # of opioid meds on the discharge med list
<i>Outcome Indicators</i>
<ul style="list-style-type: none"> • Decrease opioid prescribing rates in healthcare facilities • # of Community Care patients whose opioid risk is assessed • Decrease # of drug overdoses • Decrease # of drug overdose deaths • Increase # of healthcare professionals who know where to refer someone for substance misuse treatment • Get at least three employers to commit to retaining employees struggling with substance misuse • % of opioid scripts that have a KTRAC review prior to giving to the patient • % of decrease in opioid meds between home and discharge med list

Priority Area 2: Mental Health

Goal 1: Support and encourage mental health awareness/care by working with community partners, reducing stigma, and improving access to mental health resources.
Objective 1.1: Improve school resources related to mental health issues.

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.1.1: Identify and build relationships with key local school staff and engage in strategic outreach toward those staff members	August 2020-December 2020	Community Mental Health Council	All School Districts - Principals - Social Workers - Counselors
Progress:			
Strategy 1.1.2: Increase school representation on the Mental Health Group Team.	August 2020-December 2020	Community Mental Health Council	Principal of Lincoln Elementary
Progress:			
Strategy 1.1.3: Be a resource of education for all local school staff by: <ul style="list-style-type: none"> Identifying best practices Being a resource for Social Connectivity Building a culture of mental Wellness in Schools Research and influence local school policy Increasing collaboration between essential resources and local schools 	August 2020-May 2022	Community Mental Health Council Horizon’s Mental Health Center	All School Districts - Principals - Social Workers - Counselors
Progress:			

Objective 1.2: Reduce the stigma of mental health issues within the Reno County community

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.2.1: Increase the awareness of individuals/organizations in mental health learning, provide resources to these individuals/organizations, and create productive connecting points between these individuals/organizations and those who struggle with mental health.	August 2020-August 2022	Mental Health Community Council	Hutchinson PD Reno County Sheriff's Office Schools Businesses
Progress:			
Strategy 1.2.2: Increase connections and support of groups affected by mental health.	August 2020-August 2022	Horizon's Mental Health Center Milestone Clubhouse	Prairie Star Hutch Clinic
Progress:			
Strategy 1.2.3: Increase connections and support of individuals (consumers) affected by mental health by creating a local version of Deconstructing Stigma, connecting with strategic consumers, and promoting all levels of conversation that increases the inclusion of those who struggle with mental illness.	August 2020-August 2022	Mental Health Community Council	BowerComm Hutchinson Regional Marketing Team
Progress:			

Objective 1.3: Strengthen the partnership between law enforcement and mental health providers/organizations to facilitate training and programs to redirect persons with mental illnesses from the criminal justice system to the mental health treatment system.

Strategy	Timeframe	Responsibility	Potential Partners
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Strategy 1.3.1: Provide training and education for local law enforcement about mental health, including Mental Health First Aid training and support for Crisis Intervention Team (CIT).	January 2020-December 2021	Horizon's Mental Health Center	Hutchinson PD Reno County Sheriff's Office
Progress:			
Strategy 1.3.2: Advocate with the Justice System/Law Enforcement with: <ul style="list-style-type: none"> • Co-Responder program • Re-entry case manager in the Jail • State-level Assisted Outpatient Treatment (AOT) support. • Stepping Up Council's work and support. 	January 2020-January 2022	Mental Health Community Coalition Stepping Up Council	Reno County Commissioners City Councils
Progress:			
Strategy 1.3.3: Create a transitional housing place for those coming out of jail, create a crisis intervention place, and create a data system that everyone can use.	August 2020-December 2022	Mental Health Community Coalition	New Beginnings Keya House in Nebraska Hutchinson PD
Progress:			
Strategy 1.4.3: Explore a diversion court for mental health consumers in trouble with the law.	January 2020-December 2020	Stepping Up Council	Judges District Attorney's Office
Progress:			

Outcomes & Measures
<i>Process Indicators</i>
<ul style="list-style-type: none"> • # of trainings on adult and youth mental health services • % of adults diagnosed with a Depressive Disorder • Mental behavior hospital admission rate • % of adults sleeping less than 7 hours per day • % of adults who are sedentary • % of change in employment

Outcome Indicators

- Decrease in average # of mentally unhealthy days reported in the past 30 days

Clinical Community Health Improvement Plan

Hutchinson Regional Medical Center conducts its own CHIP separate from the two priority areas discussed in the preceding sections. One agenda item focused on opioid response; therefore, it is included in Priority Area 1 of this document under Goal 5.

Chronic Illness

Goal 1: Improve the quality of life for residents of Reno County that are living with a Chronic illness.			
Objective 1.1: Provide education to residents with Chronic Illness.			
Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.1.1: Provide chronic illness education via brochures, telephone support, classes	March 2020 – March 2021 PHASE 1 – Congestive Heart Failure (CHF)	Director of CSPA	HRMC various depts Hutchinson Clinic Hospice and Home Health of Reno County (HHHoRC) Prairie Star
Progress:			
Strategy 1.1.2: Provide post-discharge education to chronic illness patients that are un-insured via Community Care Program	July 2020 – June 2021 PHASE 1 – CHF	Community Care Clinical Liaison	HHHoRC HRMC - Care Management Sound Physicians HRMC - Cardiac Rehab and Pulmonology
Progress:			
Strategy 1.1.3: Develop methods to track patients that are admitted to the hospital with chronic illnesses	July 2020 – March 2021 PHASE 1 – CHF	Director of CSPA IS Department	HHHoRC Care Management Dept Sound Physicians Hutchinson Clinic Prairie Star
Progress:			

Strategy 1.1.4: Develop work flow to provide follow-up calls to chronically ill patients on discharge day 1 and 3 to evaluate education needs and discharge plan of care.	July 2020 – June 2021 PHASE 1 – CHF	Director of Care Management	HHHoRC Care Management Dept Hutchinson Clinic Prairie Star
Progress:			

Objective 1.2: Increase the proportion of chronically ill residents receiving the appropriate vaccinations.

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.2.1: Participate in the state-wide initiative on tracking all vaccinations through WebIZ that are provided by the Clinical CHIP organizations.	March 2020 – March 2021	Clinical CHIP members	HRMC Hutch Clinic Prairie Star Summit RCHD Long Term Care Facilities
Progress:			
Strategy 1.2.2: Develop infrastructure to feed and retrieve information from WebIZ.	March 2020 – March 2021	Clinical CHIP members	HRMC Hutch Clinic Prairie Star Summit RCHD Long Term Care Facilities
Progress:			
Strategy 1.2.3: Provide, track, and trend patients with a chronic illness the appropriate vaccinations, i.e., Influenza, Pneumo Vac, Prevenar.	2021	Clinical CHIP	HRMC Hutch Clinic Prairie Star Summit RCHD

		Long Term Care Facilities
Progress:		

Outcomes & Measures
<i>Process Indicators</i>
<ul style="list-style-type: none"> • # of Clinical CHIP members that can submit and retrieve information from WebIZ • # of Long-Term Care facilities that can submit and retrieve information from WebIZ • # of patients with CHF diagnosis • # of community members provided education by at least one format for a chronic disease • # of patients with CHF referred to Community Care • # of patients with CHF in Community Care program with no readmission in first 30 days • % of CHF patients dismissal from hospital that received a post-discharge call • % of CHF patients referred to the Community Care program • % of Community Care program patients that did not readmit in first 30 days. • # of CHF patients dismissed from hospital • # of CHF patients accepted in the Community Care program
<i>Outcome Indicators</i>
<ul style="list-style-type: none"> • Increase % of chronically ill residents receiving appropriate vaccinations

Smoking Cessation

Goal 1: Increase awareness of Smoking Cessation opportunities to the residents of Reno County

Objective 1.1: Provide a consistent message on smoking cessation

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.1.1: Determine the options for smoking cessation.	April 2020 – March 2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit
Progress:			
Strategy 1.1.2: Develop an education tool for smoking cessation that meets the needs of the Clinical CHIP members	April 2020 – March 2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit
Progress:			
Strategy 1.1.3: Re-survey Clinical CHIP members regarding compliance with providing smoking cessation education to every smoker treated in their facilities	April 2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit
Progress:			

Objective 1.2: Increase attendance at smoking cessation classes for residents of Reno County

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Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.2.1: Review the KAN-Quit program and other smoking cessation classes offered in Reno County	March 2020 – September 2020	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit
Progress:			
Strategy 1.2.3: Conduct pilot KAN-Quit classes using employee groups from Clinical CHIP members	March 2020 - December 2020	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit RCHD
Progress:			
Strategy 1.2.4: Conduct four KAN-Quit classes in different areas of Reno County	2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit RCHD
Progress:			

Objective 1.3: Develop a program that provides smoking cessation medication free or reduced cost to low income / marginalized insured residents of Reno County

Strategy	Timeframe	Responsibility	Potential Partners
Strategy 1.3.1: Research grants for the program.	March 2020 – April 2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star

			Summit
Progress:			
Strategy 1.3.2: Develop the program to utilized smoking cessation classes supplemented by the use of medication.	2021	Clinical CHIP members	KAN-Quit RCHD HRHS Hutch Clinic Prairie Star Summit RCHD
Progress:			

Outcomes & Measures
<i>Process Indicators</i>
<ul style="list-style-type: none"> • # of people reported having smoked a cigarette within the previous 12 months • # of people reported having used an e-cigarette in the previous 12 months • # of residents enrolled in the Kan-Quit program • # of residents that completed the Kan-Quit program • % of patients enrolled in the Kan-Quit program at HRMC • # of patients admitted to HRMC that smoke • # of residents with CRD hospitalized at HRMC • % of HRMC, Hutch Clinic, and Prairie Star patients that smoke that received smoking cessation education • Develop methods to track number of patients with chronic respiratory disease that are hospitalized • \$ received from grants to establish program assisting with tobacco cessation
<i>Outcome Indicators</i>
<ul style="list-style-type: none"> • Increase # of patients served through Clinical CHIP member agencies that received smoking cessation education brochure • Increase # of patients referred to the KAN-Quit program • Increase % of practitioners reporting they provide smoking cessation to patients they cared for, via survey • Increase completion rate of the KAN-Quit program • Increase # of prescriptions to help with tobacco cessation

Monitoring and Evaluation

The Community Health Improvement Plan is a living document owned by the community. Progress toward the specific activities will be recorded in the above section plans as they occur.

Reno County Health Department will collect quarterly progress toward activities, strategies, and goals as work is completed and will inform the community, healthcare access taskforce, and workgroups of progress both formally and informally.

To keep the work flowing and the direction in mind, there will be a status report generated and published by the end of May each year the CHIP is active. During this time, there will be a progress evaluation and feedback opportunity for the community and stakeholders.

Summary and Next Steps

In the fall of 2022, stakeholders will begin planning the survey for the next Community Health Needs Assessment, which will be conducted in 2023. The CHNA will help distinguish health priority areas of most importance to Reno County residents and assist in measuring our success in carrying out our objectives within the 2020 CHIP. An updated CHIP with progress notes and indicators will be posted by July each year the CHIP is in use.

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**AGENDA
ITEM #07C-2**

**Grant Application Signature Page
State of Kansas Department of Health and Environment**

Grant Period: July 1, 2021 - June 30, 2022

1000 SW Jackson, Suite 340
Topeka, Kansas 66612-1365

**This form, complete with signatures, is required to complete your Aid to Local application package.
Upload as an attachment to each budget section in the grant application.**

**All applications due March 15, 2021.
tiny-K applications are due April 21, 2021.**

Applicant:(Name of Agency)
Reno County Health Department

Address
209 W 2nd Street
Hutchinson,Kansas 67501-5232

KGMS Administrator
Karla Nichols

KGMS Administrator Phone

Programs

Child Care Licensing Program (CCL)	\$114,672.50
Chronic Disease Risk Reduction (CDRR)	\$90,000.00
COVID-19 ELC Expanding Infrastructure	\$408,573.00
Family Planning (FP)	\$108,150.00
Immunization Action Plan (IAP)	\$22,955.00
Maternal & Child Health (MCH)	\$173,108.00
Public Health Emergency Preparedness (PHEP)	\$50,188.00
State Formula (SF)	\$41,827.00
	\$1,009,473.50

Signatures



President/Chairman Local Board of Health or Board of Directors

Date: 03/15/2021



Administrator/Director

Date: 03/15/2021



Aid To Local KDHE

Agency Programs



Program Overview



Child Care Licensing Program (CCL)



Chronic Disease Risk Reduction (CDRR)



Community-Based Primary Care Clinic (CBPCC)



COVID-19 ELC Expanding Infrastructure



CRF SPARK



CRI Public Health

Child Care Licensing Program

Program Contact:

Lorrena Kravitz, Lorrena.Kravitz@ks.gov 785-296-8026

KANSAS CHILD CARE LICENSING PROGRAM – LOCAL CONTRACTOR INFORMATION- SFY 2022

PROGRAM PURPOSE

1. The purpose of the Child Care Licensing Program is to safeguard children from harm in out-of-home child care by:
 - a. Establishing and enforcing requirements for the operation of child care facilities.
 - b. Increasing the state-wide availability of regulated facilities that meet or exceed standards.
 - c. Reducing predictable health and safety risks to children in child care.
 - d. Providing consumer protection for children and families.
 - e. Providing public awareness of the need for quality child care.
 - f. Conducting timely and accurate inspections.

2. FUNDING

- a. Availability: Awards will be based on a formula that includes the population of children under 15 years of age in the county based on 2010 US Census Bureau data, number of child care cases as of February 2022

Preparedness
(CRIPHP)



Disease
Intervention
(DIS)



ELC



ELC Optional
Opportunities -
Care Resource
Coordination
and Expanded
Testing



Family Planning
(FP)



HIV Prevention
Program -
Community
(HIVPREV)



Immunization
Action Plan (IAP)



Maternal &
Child Health
(MCH)



Pregnancy
Maintenance
Initiative (PMI)



Public Health
Emergency
Preparedness

and child care capacity as of February 2022. Bonus funds are available based on surveyor qualifications and multi-county service areas. Payment may be held for failure to meet contract requirements.

- b. Maintenance of Effort Requirement: The federal child care funds may not supplant local and state public funds expended in the regulatory program. The local funds expended in the child care licensing program cannot be used as a local match to meet other federal grant requirements.
- c. Priorities: Funds will be used to maintain and improve the regulatory program at the local level. Priority should be given to improving current service delivery including timeliness and quality of service delivery. Funds may be used for additional services needed to improve the regulatory program or to improve communication system between state and local units.

3. SPECIFIC PROGRAM INFORMATION

- a. Application: Agencies applying for SFY2022 grant funds will follow the application process outlined in the Grant Application Instructions and using the Kansas Grant Management System, KGMS.
- b. Services: During SFY2022 surveyor access to necessary equipment, secure email, and internet service in the field is required. All the regulatory field work is to be conducted at the local county level in accordance with the Child Care Facility Policy and Procedure Manual, Surveyor Guidance, and CLARIS Manual. This includes the following regulatory services:
 1. Pre-application activity: providing an orientation for prospective child care providers at least monthly, more often as needed and upon demand if less than one inquiry per month is received.
 2. Inspection activity: conducting surveys and related tasks involving professional decision-making necessary to determine compliance with statutes and regulations.
 3. Complaint activity: conducting all required activity related to intake and investigation of complaints concerning illegal child care or regulation compliance and related tasks involving professional decision-making in a licensed child care facility. Complaint investigations will be started within five (5) days of receipt unless complaint warrants immediate investigation.
 4. Community outreach activity:



Aid To Local KDHE

Agency Programs

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COVID-19 ELC Expanding Infrastructure

CRF SPARK

CRI Public Health Preparedness (CRIPHP)

Disease Intervention (DIS)

ELC

ELC Optional Opportunities - Care

Chronic Disease Risk Reduction

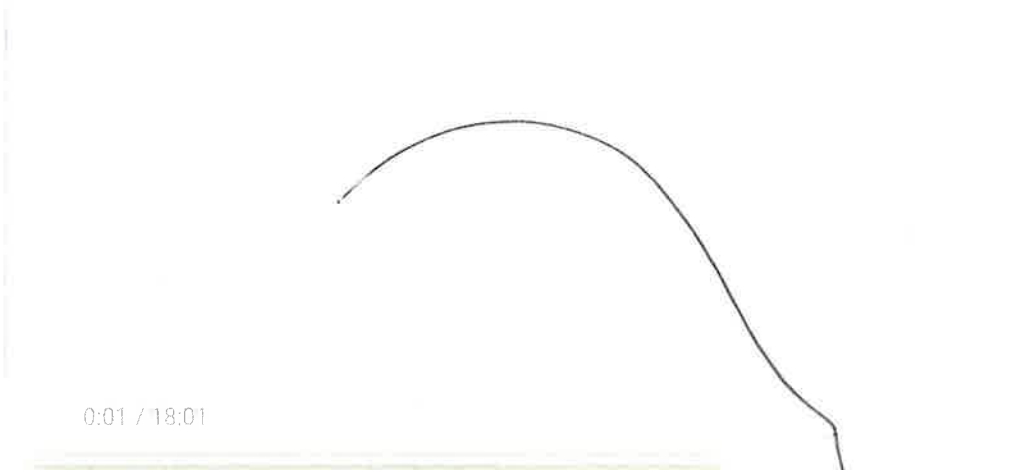
SFY2022 Information

Program Contact

Mende Barnett, Community Health Promotion Director at Mende.Barnett@ks.gov or 296-6801

Chronic Disease Risk Reduction Overview

This is a narrated overview of the Chronic Disease Risk Reduction Request for Proposal. This is not a substitute for a full review of the proposal, but it does provide based information needed to start considering an application.



SFY2022 Chronic Disease Risk Reduction Application

[SFY2022 Chronic Disease Risk Reduction Request for Proposal](#)

Opportunities Care
Resource
Coordination and
Expanded Testing



Family Planning (FP)



HIV Prevention
Program -
Community
(HIVPREV)



Immunization Action
Plan (IAP)



Maternal & Child
Health (MCH)



Pregnancy
Maintenance
Initiative (PMI)



Public Health
Emergency
Preparedness (PHEP)



Regional PHEP
(RPHEP)



Ryan White (RW)



Special Health Care
Needs (SHCN)



State Formula (SF)



Teen Pregnancy
Targeted Case
Management
(TPTCM)



tiny-k Early
Intervention Services

Key Resources - This document includes links to resources that will help applicants help address proposed work plan interventions.

[Chronic Disease Risk Reduction SFY2022 Key Resources](#)

Program Purpose

The purpose of this grant program is to provide funding and technical assistance to communities to address chronic disease risk reduction through evidence-based strategies and best practices that impact commercial tobacco use, physical activity, nutrition and chronic disease self-management. All applications must address tobacco, while work in physical activity, nutrition and chronic disease self-management is optional.

Eligibility

Eligible applicants are any organization within the county or region that can serve as the lead agency for the community. Organizational capacity to engage underserved populations and promote health should be considered. If the applicant is not a local health department, it is recommended that the initial application include a letter from the health department director stating that the department will serve on the coalition and support Chronic Disease Risk Reduction initiatives. Only one applicant will be awarded in a county. If more than one organization applies from the same community, those organizations may be matched to facilitate community collaboration and any award could be conditional upon agreement to partner. A consortium of counties may utilize a regional model approach and apply together under one application.

Funding

Funding is contingent upon appropriations availability of federal funds and the Kansas State legislature.

Application

The request for proposal and supplemental application forms are below.

SFY2022 Chronic Disease Risk Reduction (CDRR)

Planning Applicants Only

[SFY2022 CDRR Planning Phase Form \(Planning Applicants Only\)](#)

[SFY2022 CDRR Salary Worksheet](#)

[Planning CDRR SFY2022 Scoring Guidance](#)

Implementation Applicants Only

[CDRR Coalition Expectations and Agreement 2022](#)

[SFY2022 Behavioral Health Tobacco work plan info-updated 01-2021](#)

[SFY2022 CDRR Salary Worksheet](#)

[Implementation CDRR SFY2022 Scoring Guidance](#)

 Home

 Sign In



 Aid To Local KDHE

Agency Programs



Program Overview



Child Care Licensing Program (CCL)



Chronic Disease Risk Reduction (CDRR)



Community-Based Primary Care Clinic (CBPCC)



COVID-19 ELC Expanding Infrastructure



CRF SPARK



COVID-19 ELC Expanding Infrastructure Grant Guidance

Program Contacts:

Cristi Cain, cristi.cain@ks.gov 785-296-6549

~UPDATED~ [ELC infrastructure expansion grant guidance 03-04-2021](#)

~UPDATED 03-09-2021~ [ELC Infrastructure Expansion FAQ](#)

For more information about any of the funding opportunities in this announcement, please contact:

Cristi Cain at cristi.cain@ks.gov or 785-296-6549
Sheri Tubach at sheri.tubach@ks.gov or 785-296-

6215

Lisa Horn at lisa.horn@ks.gov or 785-296-4485
Shelly Schneider at shelly.schneider@ks.gov or 785-

213-8609

For more information about Kansas Grant Management System, please contact: Karen Kelley at 785-296-0425 or Karen.Kelley@ks.gov.



CRI Public Health Preparedness (CRIPHP)



Disease Intervention (DIS)



ELC



ELC Optional Opportunities - Care Resource Coordination and Expanded Testing



Family Planning (FP)



HIV Prevention Program - Community (HIVPREV)



Immunization Action Plan (IAP)



Maternal & Child Health (MCH)



Pregnancy Maintenance Initiative (PMI)



**KDHE ELC COVID-19 Infrastructure Expansion
2021-2023
Funding Opportunity for Kansas Local Health
Departments**

The Kansas Department of Health and Environment is pleased to offer a funding opportunity specifically to aid Kansas local health departments in addressing COVID-19 in their communities. This funding is part of the Paycheck Protection Program and Health Care Enhancement Act of 2020 (P.L. 116-139, Title I) under the Emerging Issues (E) Project of CK19-1904, which is known as the ELC Enhancing Detection supplement. These funds are intended to provide critical resources in support of a broad range of COVID-19/SARS-CoV-2 testing and epidemiologic surveillance related activities. These awards will support testing, contract tracing, surveillance, containment, and mitigation to monitor and suppress the spread of COVID-19. These funds should build upon previously awarded COVID funding.

Awards: A total of \$25 million is available. Funds have been allocated for every Kansas local health department for COVID response. Awards are based on county population but also include a base amount of \$100,000 for each health department. See accompanying table for allocations (pp. 5-8). A county may apply for any amount up to the allocated award but must not exceed the amount allotted. Health departments are not required to apply for the entire allocated amount—applications for lesser amounts will be accepted. In the event there are remaining funds after the deadline, a plan will be created for redistribution and all local health departments will be notified. The funding period is January 5, 2021 through July 31, 2023.

Eligibility: Only local health departments in Kansas are eligible to apply.

Allowable expenditures: Funds may be used for salaries, overtime, supplies including computers, wraparound services and supplies for persons in isolation and quarantine, internet upgrades, phone system upgrades, professional development, travel, and electronic health records (EHRs). One-time pay adjustments to compensate salaried and/or hourly employees for their extraordinary efforts in response to the pandemic are allowable. ***Funding must only be used for COVID-19 response expenses/activities.***

How to apply: A short application and budget will be submitted through the Kansas Grant Management System (KGMS). The application/budget is located under the Work Area tab in KGMS. Then, click on Enrollment. If you have questions about KGMS, please contact Karen Kelley at 785-296-0425 or karen.kelley@ks.gov.

Award timeline and deadline to apply: Health departments may use funds retroactively for expenses incurred from January 5, 2021 through July 31, 2023. All funds must be expended by July 31, 2023. Applications are now being accepted. If your budget includes past expenditures (from January-March 2021), a reimbursement will be processed for payment when received. Applications must be received in the Kansas Grant Management System (KGMS) by **Monday, March 15 at 12:00 p.m.** Central time. If you need more information about KGMS, go to <https://khap2.kdhe.state.ks.us/KGMS/Default.aspx>.

Budget guidance: Recipients should consider requesting the following when developing budgets, in furtherance of award activities. The financial resources provided are required, by law, to support activities intended to address prevention and response to COVID-19. The following categories include allowable expenses under the ELC Enhancing Detection Expansion Funds. Please submit a line item budget request. Complete a detailed budget justification for each line item.

Allowable Expenses

Salaries

- Case Investigators and Contact Tracers
 - This should be current or additional staff to help improve the timeliness and completeness of case investigations and contact outreach and monitoring. [Note: KDHE has both case investigators and contact tracers available at no cost to LHDs. It is encouraged that you consider using that resource first before hiring additional staff.]
- Care Resource Coordinators
- Persons to perform or support specimen collection and testing for COVID-19
- Administrative staff
- Vaccine support staff
 - These staff cannot be used to administer the vaccine but can assist in scheduling and any other administrative functions to support vaccine administration
- Logistics Coordinator
- Accountants
- Phone Bank Staff
- Volunteer Coordinators
- Other staff positions as allowed by the ELC guidance
- Overtime
- Pay adjustments to compensate salaried and/or hourly employees for their extraordinary efforts in response to the pandemic

Supplies

- Office and cleaning supplies
- Computers[#], tablets, hot spots or Mifi, Virtual Private Network (VPN)[&], printers, and other IT hardware and software
- Specimen collection and testing supplies
- Supplies for testing sites including tents, heaters, cones, signs
- Wraparound services and supplies for persons in isolation and quarantine

&VPN service will provide a stable remote IP address to ensure you are able to get through the firewall for EpiTrax address

[#]All computer systems need to be no older than five years with the ability to run modern browsers (Chrome, Firefox).

Travel

- To support professional development (hotel, per diem, mileage)
- Out of state travel will be considered but a clear justification must be made demonstrating the travel is important for your COVID response.

Other

- Upgrade of internet services
- Translation services / language line
- Professional development costs (conference registration fees, other costs)
- Testing or vaccination site rental
- Courier service contracts
- Phone systems
- EHR system*
- EHR Electronic Case Reporting FHIR application*

***Information for EHRs that will be considered for funding:**

Any new EHR considered, upgrades/enhancements to existing EHRs, other EHR expenses will be allowable as long as the EHR provides connections to WebIZ (HL7) and the Kansas Health and Environmental Laboratories (HL7). KDHE will be looking to support connection efforts. Please reach out to KDHE for additional guidance or questions.

Unallowable Expenses

- Leasing or purchasing vehicles
- Renovations or other minor construction projects
- Any vaccine expenses funded with Immunization funds
- Funds to administer vaccine
- Medical supplies

Additional information: This opportunity is non-competitive. These resources should complement, not duplicate, existing funding provided to local health departments. Once grants are awarded, recipient organizations are responsible for completing quarterly financial status reports (FSRs) and brief progress reports, which include any success stories describing how this funding has assisted you in preventing and responding to COVID-19 in your communities.

Funding is contingent on the effective utilization of EpiTrax, the Kansas Disease Surveillance System. Significant policy decisions are based on data from this system. Failure to enter data into EpiTrax in a timely manner could jeopardize future quarterly disbursements of these funds.

On the budget, enter your SFY2021 expenditures/request and your SFY2022 request. If there are funds remaining from your allocation for SFY2023, please include that in the carryover line item of your budget. If you are requesting salaries and benefits for positions yet to be filled, put "Vacant" in the first name field and "TBD" in the last name field. Once a position has been filled, please add a new contact for the new hire. Do not edit the Vacant/TBD contact.

Payments will be made based on expenses submitted through quarterly financial status reports (FSRs). The FSRs for January-March 2021 and April-June 2021 are due by July 15, 2021. It is allowable to draw down up to the full amount of the award at any time in which an FSR is submitted which details expenses totaling this amount. Note: ELC will be included on your summary/signature page in addition to the other Aid to Local grants applied for.

IMPORTANT: *Funding amounts allocated for each county are available in the table on pages 5-8 of this document. You must not apply for any amount over the amount listed in the table. You may apply for an amount less than the allocation listed.*

For more information about any of the funding opportunities in this announcement, please

contact:

Cristi Cain at cristi.cain@ks.gov or 785-296-6549

Sheri Tubach at sheri.tubach@ks.gov or 785-296-6215

Lisa Horn at lisa.horn@ks.gov or 785-296-4485

Shelly Schneider at shelly.schneider@ks.gov or 785-213-8609

For more information about Kansas Grant Management System, please contact:

Karen Kelley at 785-296-0425 or karen.kelley@ks.gov.

Rev 2-22-21

Total Allocation	\$25,000,000
Base per LHD	\$100,000
Total Base Payout	\$10,500,000
Total Population	\$14,500,000
Payout	

Kansas COVID-19 ELC Expansion Funding Allocations

County	2019 Population (7/1/2020 Certification)	Base Allocation	Population Allocation	Total ELC Grant Award
Allen	12,369			
Anderson	7,858			
Atchison	16,073			
Barber	4,427	\$100,000	\$22,034	\$122,034
Barton	25,779	\$100,000	\$128,306	\$228,306
Bourbon	14,534			
Brown	9,564			
Butler	66,911	\$100,000	\$333,026	\$433,026
Chase	2,648	\$100,000	\$13,179	\$113,179
Chautauqua	3,250	\$100,000	\$16,176	\$116,176
Cherokee	19,939	\$100,000	\$99,239	\$199,239
Cheyenne	2,657	\$100,000	\$13,224	\$113,224
Clark	1,994	\$100,000	\$9,924	\$109,924
Clay	8,002	\$100,000	\$39,827	\$139,827
Cloud	8,786	\$100,000	\$43,729	\$143,729
Coffey	8,179	\$100,000	\$40,708	\$140,708
Comanche	1,700	\$100,000	\$8,461	\$108,461
Cowley	34,908	\$100,000	\$173,742	\$273,742
Crawford	38,818	\$100,000	\$193,203	\$293,203
Decatur	2,827	\$100,000	\$14,070	\$114,070
Dickinson	18,466	\$100,000	\$91,908	\$191,908
Doniphan	7,600	\$100,000	\$37,826	\$137,826
Douglas	122,259	\$100,000	\$608,501	\$708,501
Edwards	2,798	\$100,000	\$13,926	\$113,926
Elk	2,530	\$100,000	\$12,592	\$112,592
Ellis	28,553	\$100,000	\$142,113	\$242,113
Ellsworth	6,102	\$100,000	\$30,371	\$130,371
Finney	36,467	\$100,000	\$181,502	\$281,502
Ford	33,619	\$100,000	\$167,327	\$267,327
Franklin	25,544	\$100,000	\$127,136	\$227,136

County	2019 Population (7/1/2020 Certification)	Base Allocation	Population Allocation	Total ELC Grant Award
Geary	31,670	\$100,000	\$157,626	\$257,626
Gove	2,636	\$100,000	\$13,120	\$113,120
Graham	2,482	\$100,000	\$12,353	\$112,353
Grant	7,150	\$100,000	\$35,587	\$135,587
Gray	5,988	\$100,000	\$29,803	\$129,803
Greeley	1,232	\$100,000	\$6,132	\$106,132
Greenwood	5,982	\$100,000	\$29,773	\$129,773
Hamilton	2,539	\$100,000	\$12,637	\$112,637
Harper	5,436	\$100,000	\$27,056	\$127,056
Harvey	34,429	\$100,000	\$171,358	\$271,358
Haskell	3,968	\$100,000	\$19,749	\$119,749
Hodgeman	1,794	\$100,000	\$8,929	\$108,929
Jackson	13,171			
Jefferson	19,043	\$100,000	\$94,780	\$194,780
Jewell	2,879	\$100,000	\$14,329	\$114,329
Johnson	602,401	\$100,000	\$2,998,240	\$3,098,240
Kearny	3,838	\$100,000	\$19,102	\$119,102
Kingman	7,152	\$100,000	\$35,597	\$135,597
Kiowa	2,475	\$100,000	\$12,318	\$112,318
Labette	19,618	\$100,000	\$97,642	\$197,642
Lane	1,535	\$100,000	\$7,640	\$107,640
Leavenworth	81,758	\$100,000	\$406,922	\$506,922
Lincoln	2,962	\$100,000	\$14,742	\$114,742
Linn	9,703	\$100,000	\$48,293	\$148,293
Logan	2,794	\$100,000	\$13,906	\$113,906
Lyon	33,195	\$100,000	\$165,216	\$265,216
Marion	11,884	\$100,000	\$59,148	\$159,148
Marshall	9,707	\$100,000	\$48,313	\$148,313
McPherson	28,542	\$100,000	\$142,058	\$242,058
Meade	4,033	\$100,000	\$20,073	\$120,073
Miami	34,237	\$100,000	\$170,403	\$270,403
Mitchell	5,979	\$100,000	\$29,758	\$129,758
Montgomery	31,829	\$100,000	\$158,418	\$258,418
Morris	5,620	\$100,000	\$27,972	\$127,972
Morton	2,587	\$100,000	\$12,876	\$112,876

County	2019 Population (7/1/2020 Certification)	Base Allocation	Population Allocation	Total ELC Grant Award
Nemaha	10,231	\$100,000	\$50,921	\$150,921
Neosho	16,007	\$100,000	\$79,669	\$179,669
Ness	2,750	\$100,000	\$13,687	\$113,687
Norton	5,361	\$100,000	\$26,682	\$126,682
Osage	15,949	\$100,000	\$79,381	\$179,381
Osborne	3,421	\$100,000	\$17,027	\$117,027
Ottawa	5,704	\$100,000	\$28,390	\$128,390
Pawnee	6,414	\$100,000	\$31,923	\$131,923
Phillips	5,234	\$100,000	\$26,050	\$126,050
Pottawatomie	24,383	\$100,000	\$121,358	\$221,358
Pratt	9,164	\$100,000	\$45,611	\$145,611
Rawlins	2,530	\$100,000	\$12,592	\$112,592
Reno	61,998	\$100,000	\$308,573	\$408,573
Republic	4,636	\$100,000	\$23,074	\$123,074
Rice	9,537	\$100,000	\$47,467	\$147,467
Riley	74,232	\$100,000	\$369,464	\$469,464
Rooks	4,920	\$100,000	\$24,488	\$124,488
Rush	3,036	\$100,000	\$15,111	\$115,111
Russell	6,856	\$100,000	\$34,123	\$134,123
Saline	54,224	\$100,000	\$269,881	\$369,881
Scott	4,823	\$100,000	\$24,005	\$124,005
Sedgwick	516,042	\$100,000	\$2,568,418	\$2,668,418
Seward	21,428	\$100,000	\$106,650	\$206,650
Shawnee	176,875	\$100,000	\$880,333	\$980,333
Sheridan	2,521	\$100,000	\$12,547	\$112,547
Sherman	5,917	\$100,000	\$29,450	\$129,450
Smith	3,583	\$100,000	\$17,833	\$117,833
Stafford	4,156	\$100,000	\$20,685	\$120,685
Stanton	2,006	\$100,000	\$9,984	\$109,984
Stevens	5,485	\$100,000	\$27,300	\$127,300
Sumner	22,836	\$100,000	\$113,658	\$213,658
Thomas	7,777	\$100,000	\$38,707	\$138,707
Trego	2,803	\$100,000	\$13,951	\$113,951
Wabaunsee	6,931	\$100,000	\$34,497	\$134,497
Wallace	1,518	\$100,000	\$7,555	\$107,555
Washington	5,406	\$100,000	\$26,906	\$126,906



County	2019 Population (7/1/2020 Certification)	Base Allocation	Population Allocation	Total ELC Grant Award
Wichita	2,119	\$100,000	\$10,547	\$110,547
Wilson	8,525	\$100,000	\$42,430	\$142,430
Woodson	3,138			
Wyandotte	165,429	\$100,000	\$823,365	\$923,365
NEK	38,808	\$300,000	\$193,153	\$493,153
SEK	37,899	\$400,000	\$188,629	\$588,629
Totals	2,913,314	\$10,500,000	\$14,500,000	\$25,000,000

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 Aid To Local KDHE

Agency Programs



Program Overview



Child Care Licensing Program (CCL)



Chronic Disease Risk Reduction (CDRR)



Community-Based Primary Care Clinic (CBPCC)



COVID-19 ELC Expanding Infrastructure




CRF SPARK



Title X Family Planning Program Guidelines

SFY2022



State Title X FP Program Staff (Contacts)

Angela Oldson, Family Planning Program Manager
Reproductive Health and Family Planning Program
785-296-1304

Angela.Oldson@ks.gov

Ivonne Rivera-Newberry, Family Planning Clinical Consultant
Reproductive Health and Family Planning Program
316-337-6189

Ivonne.Rivera-Newberry@ks.gov

Toni Merrill, Family Planning Program Consultant
Reproductive Health and Family Planning Program



CRI Public Health Preparedness (CRIPHP)



Disease Intervention (DIS)



ELC



ELC Optional Opportunities - Care Resource Coordination and Expanded Testing



Family Planning (FP)



HIV Prevention Program - Community (HIVPREV)



Immunization Action Plan (IAP)



Maternal & Child Health (MCH)



Pregnancy Maintenance Initiative (PMI)

785-296-6141

Toni.Merrill@ks.gov

Program Purpose

The Kansas Title X Family Planning (FP) Program provides individuals the information and means to exercise personal choice in determining the number and spacing of their children and provides access to additional health services that lead to the overall improvement in the health of those individuals (prioritizing services to low-income and high-risk individuals).

Funding

Based on the availability of State and/or Federal funds, the State Agency determines the base award for each Local Agency (Applicant/Sub-recipient) on the 3-year average of the number of unduplicated FP Users (clients) served by the Applicant and the number of low-income FP clients served by the Applicant (if they are a current Sub-recipient) and scoring from the Applicant's application. Additional funds available at the state level are distributed to Sub-recipients based on performance and need data. The State Agency reserves the right to modify in its sole discretion, the funding criteria used in the award process. Funding is also subject to legislative and policy priorities.

Grant awards to current Sub-recipients (continuation grants) are funded equal to at least 80 percent of the previous year's base award (although adjustments may be made to this amount if the State Agency deems it necessary). The remaining 20 percent of funds may be allocated based on the criteria listed above. The amount of funding an Applicant requests in the grant application should be based on the actual cost to provide services.

If the Sub-recipient's unduplicated number of Family Planning Users for a 3-year average falls below 50, the State Agency may, if determined necessary, discontinue funding the Sub-recipient.

A. Match

Sub-recipient matching funds **must** be equal to or greater than 40 percent of grant funds awarded. Program revenues may be utilized to meet the match requirement.

B. Program Revenue



Laura Kelly, Governor
Lee A. Norman, M.D., Secretary

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[HIV Prevention Program - Community \(HIVPREV\)](#)

[Immunization Action Plan \(IAP\)](#)

[Maternal & Child Health](#)

X Immunization Action Plan (IAP)

Program Contact:

Phil Griffin, Phil.Griffin@ks.gov 785-296-8893

Dear Local Health Department Immunization Partners,

All counties who have a Vaccine For Children Program in the local health department are eligible to apply for Immunization Action Plan (IAP) funds. All applications will be directed by the Kansas Immunization Program for SFY2022 in KGMS.

Funding Allocation Formula

Fund allocations have been determined by formula. Here is a description of how the formula has been applied.

- X 1. **Base Funding:** Each county has base funding of \$1,250.00. This is to provide support for at least one staff person from each county to attend the Kansas Immunization Conference in 2022 and to support core clinic functions.
- X 2. **Per Medicaid Population Allocation:** Each county is provided an equal funding share (\$.89) for each child enrolled in their county for Medicaid or CHIP.
- X 3. **Per Dose Allocation:** Each county is allocated an equal funding share (\$1.85) for each dose of VFC or CHIP administered in 2020 by the local health department.

Funding allocations per county for SFY2022: ~NEW~ [SFY2022 Immunization Action Plan Funding Available.pdf](#)

Reporting Requirements:

Quarterly (October 15, January 15, April 15 and July 15)

Submit the FSR in KGMS.


BI-Annually (January 15 and July 15)


Complete the Mid-Year Progress reports in KGMS by January 15, 2022 and the Year-End Progress report in KGMS by July 15, 2022


IAP Reporting Schedule SFY2022			
Quarter	Grant Reporting Period	Due Date	Forms Due in KGMS
1	7/1 to 9/30	October 15	FSR


- Kansas Grant Management System (KGMS)


- (MCH)


-  Pregnancy Maintenance Initiative (PMI)


-  Public Health Emergency Preparedness (PHEP)


-  Regional PHEP (RPHEP)

-  Ryan White (RW)

-  Special Health Care Needs (SHCN)

-  State Formula (SF)

-  Teen Pregnancy Targeted Case Management (TPTCM)

-  tiny-k Early Intervention Services

2	10/1 to 12/31	January 15	FSR
1 and 2	7/1 to 12/31	January 15	Mid-Year Progress Report
3	1/1 to 3/31	April 15	FSR
4	4/1 to 6/30	July 15	FSR
3 and 4	1/1 to 6/30	July 15	Year-End Progress Report

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COVID-19 ELC Expanding Infrastructure



CRF SPARK

X Maternal and Child Health Services

SFY2022 MCH Application Guidance

Program Contact

Taylor Atwood Taylor.Atwood@ks.gov 785-296-1308

Program Mission and Purpose

X The Maternal and Child Health (MCH) Program serves a key role in the provision of maternal and child health services in Kansas. The program's mission is to improve the health and



CRI Public
Health
Preparedness
(CRIPHP)



Disease
Intervention
(DIS)



ELC



ELC Optional
Opportunities -
Care Resource
Coordination
and Expanded
Testing



Family Planning
(FP)



HIV Prevention
Program -
Community
(HIVPREV)



Immunization
Action Plan
(IAP)



Maternal &
Child Health
(MCH)



Pregnancy
Maintenance
Initiative (PMI)



well-being of the nation's mothers, infants, children and youth, including those with special health care needs, and their families.

MCH programs promote the development of local systems of health care and target six population health domains:

1. Women/Maternal Health: Women of reproductive age (15 through 44 years) and pregnant women
2. Perinatal/Infant Health: less than age 1
3. Child Health: 1 through 11 years of age
4. Adolescent Health: 12 through 21 years of age
5. Children and Youth with Special Health Care Needs
CYSHCN: birth through 21 years of age
6. Crosscutting or Life Course: (issues impacting multiple MCH population domains)

Local MCH agencies implement work plans that align with needs of the target area/community and the most current MCH State Plan priorities and performance measures. Programs may facilitate or provide access to:

- Preconception health services including annual well visits and individualized health plans including goals for behaviors promoting optimal health;
- Prenatal care services, with a focus on increasing access and utilization of services and first trimester enrollments in prenatal services (care, education, other services needed based on screening and assessment);
- Comprehensive prenatal and postnatal health care including home visiting services;
- Follow-up services for the mother and infant up to one year post-delivery;
- Pediatric health services, including well-child visits and immunizations, reduction of unintentional and intentional injuries in children, high-risk infant follow-up, smoking cessation efforts, perinatal mood disorders and identification and referral for substance abuse;
- Reproductive health services including contraception and family planning counseling, screening, and STI testing and treatment;
- Health, psychosocial and nutrition assessments through a collaborative effort between public health and private



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Chronic
Disease Risk
Reduction
(CDRR)



Community-
Based Primary
Care Clinic
(CBPCC)



COVID-19 ELC
Expanding
Infrastructure



CRF SPARK



Public Health Emergency Preparedness (PHEP) Program SFY2022 Information

Program Contact:

For general questions please remit those to KDHE.Preparedness@KS.Gov.

If you have questions specific to your Budget, the Budget Narrative Form or your FSR, please contact Tamara Wilkerson, KDHE Preparedness Program Grant Manager Coordinator via e-mail at: Tamara.Wilkerson@ks.gov. or by telephone at: (785) 296-2742.

Below you will find the 2021-2022 KGMS Application and Budget Guide and two checklists. The SFY2022 Application and Budget Guide will take you step-by-step through the processes in KGMS to assist with completion of the Application, Preliminary Budget, Final Budget and the Budget Narrative



CRI Public Health Preparedness (CRIPHP)

with specific directions and helpful tips for submission. The checklists are being provided to assist you in keeping track of items completed during both the Preliminary Budget submission and the Final Budget submission. Please remember this is specific to the KDHE Preparedness Program only.



Disease Intervention (DIS)

[FY22 Appl Preliminary Budget and Narrative Checklist Final.docx](#)

[FY22 Application Final Budget and Narrative Checklist Final.docx](#)



ELC

[FY2022 KGMS Application and Budget Guide Final.docx](#)



ELC Optional Opportunities - Care Resource Coordination and Expanded Testing



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Immunization Action Plan (IAP)

Maternal & Child Health

State Formula Program

SFY2022 Guidance

Program Contacts:

Cristi Cain, cristi.cain@ks.gov 785-296-6549

The State Formula application will be completed in Survey Monkey via the link below. The budget will be completed in KGMS.

The application can be accessed at this link: <https://www.surveymonkey.com/r/SFY2022StateFormula>. The budget must be completed in KGMS. Both are required in order for a local health department to be eligible for State Formula funding.

Copy of application questions (to review prior to completing in Survey Monkey): [SFY2022 State Formula Application Questions](#)

Examples/definitions which may be helpful for completing the application: [ATL Program and Service Examples 12.1.2020](#)

State Formula budget example: [State Formula Budget example](#) - Enter the total expenses expected from local tax sources into the Maintenance of Effort category as match. The local tax expenses do not need to be broken out categorically (salary, travel, etc.) and can be entered as Maintenance of Effort even if the expenses are budgeted as match for other grants.

Projected SFY2022 State Formula award amounts (subject to change based on legislative approval): [SFY2022 State Formula Population-Award](#)

Quarterly Reporting: Submit an FSR in KGMS. This requires reporting of total local tax and other non-state, non-federal revenue and expenditures.

Annual Reporting: Submit an annual progress report at the end of SFY2022. The report is available in KGMS.

STATE FORMULA RECORDED WEBINAR: https://sokansas-my.sharepoint.com/:v/g/personal/thad_a_powell_kdhe_ks_gov/Ee1RrLhKIZHtdsL_KrDKUMBowxe=bA0Pod

*Basic Operational amount
Mandated by KS Legislature for
local health departments*

(MCH)



Pregnancy Maintenance Initiative (PMI)



Public Health Emergency Preparedness (PHEP)



Regional PHEP (RPHEP)



Ryan White (RW)



Special Health Care Needs (SHCN)



State Formula (SF)



Teen Pregnancy Targeted Case Management (TPTCM)



tiny-k Early Intervention Services

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Curtis State Office Building, 1000 SW Jackson, Topeka, Kansas 66612**



*Advancing
public health
performance*

PUBLIC HEALTH ACCREDITATION BOARD
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Alexandria, VA 22314
T: 703.778.4549 F: 703.778.4556
www.phaboard.org

**AGENDA
ITEM #07C-3**

February 12, 2021

**Karla Nichols
Director
Reno County Health Department
209 West Second Street
Hutchinson, KS 67501**

Dear Mrs. Nichols:

On behalf of the Public Health Accreditation Board staff and Board of Directors, I want to express our sincere congratulations on your health department's accreditation. This achievement demonstrates your commitment to transparency, accountability, and a culture of quality improvement. We are so proud of you for putting your work out for peer review against national health department performance standards.

Enclosed please find your plaque, which we hope you will hang in a place of honor in your health department. We have also enclosed your accreditation certificate for you to use in your publicity, grant applications, and other types of communication about your health department.

Best wishes as you continue to promote and protect the health of the public!

Sincerely,

**Paul Kuehnert, DNP, RN, FAAN
President and Chief Executive Officer**



Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30329-4027

March 15, 2021

Karla Nichols, MHA
Director
Reno County Health Department
209 West Second Street
Hutchinson, Kansas 67501

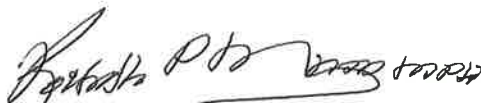
Dear Ms. Nichols:

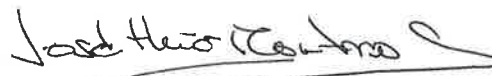
On behalf of the Centers for Disease Control and Prevention (CDC), we are pleased to congratulate the Reno County Health Department on its accreditation by the Public Health Accreditation Board (PHAB).

Your national accreditation status lets your partners and community know that your organization meets national standards and provides services that all residents should come to expect from their health departments. Moreover, because the national accreditation program seeks to improve the quality and performance of all health departments, your participation in this program indicates your commitment to the continuous improvement of your health department's services.

Your accreditation from PHAB is an impressive achievement. CDC recognizes the time and effort that leaders and staff members from all levels of your health department have dedicated to this effort. We commend the Reno County Health Department for this achievement.

Sincerely,


Rochelle P. Walensky, MD, MPH
Director, CDC


José F. Montero, MD, MHCDS
Director, Center for State, Tribal,
Local, and Territorial Support

RECEIVED
MAR 16 2021
RENO COUNTY
HEALTH DEPARTMENT

**PUBLIC HEALTH ACCREDITATION BOARD
ACCREDITATION COMMITTEE**

***Reno County Health Department
Hutchinson, Kansas***

Accredited February 12, 2021 for five years

Meeting the national standards of public health department performance


Paul Kuehnert
President
Chief Executive Officer




Wilma J. Wooten, MD
Chair,
Accreditation Committee