



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 9, 2021, 9:00 A.M.

- I. Call to Order**
- II. Pledge of Allegiance to the American Flag and Prayer**
- III. COVID-19 Update**
 - A. Commission Discussion of Opting Out of the Governor's Mask Mandate.
- IV. Welcome and Announcements by Commission Chair**
- V. 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.
- VI. Determine Additions or Revisions to the Agenda**
- VII. 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. Change Orders 2021: 226, 233.
 - i. **Action** – Motion to **approve** the Consent Agenda
Friesen Sellers Hirst
- VIII. Business Items**
 - A. Hutchinson Fire and Fire District No. 2 Update by Steve Beer, Hutchinson Fire Department Chief.
 - B. Review of the Annual 2020 Youth Services Report by Shelly Bredemeier, Interim Director.
 - C. Membership with Hutchinson/Reno County Chamber of Commerce by Randy Partington, County Administrator.
 - D. Audio/Video Proposal for Annex Conference Room by Randy Partington, County Administrator.
 - E. Commercial Wind Energy Conversion Systems Proposed Regulations.
- IX. County Administrator Report**
 - A. Department Reports
- X. County Commission Report/Comments**
- XI. Executive Session**
 - A. Privileged legal matters for a period of thirty (30) minutes with no binding action to take place.
- XII. Adjournment**

Tax Year: 2020

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jami.radloff 2/15/2021 10:39:53AM

AGENDA
ITEM #7B

TaxPayer LOHR00017

System Control # 2021000226

Tax Year 2020

LOHR, ALVIE L

User Control # 2021000226

Doc # 200836366456

321 N ELM ST

Cama # 126-24-0-30-11-001-00-0-

SOUTH HUTCHINSON, KS 67505

Tax Unit 11 SOUTH HUTCHINSON CITY / USD 30

Property Location 321 N ELM ST - SOUTH HUTCHINSON, KS 67505

APPRAISER SECTION (Value)

Feb 11 2021 1:55PM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value Penalty %
940 50.00

Value Penalty %
0 0.00

Net Change
-940

Non-Watercraft Assessed Prior To Correction:

Non-Watercraft Assessed After Correction:

Value Penalty Total
282 141 423

Value Penalty Total
0 0 0

Net Change
-423

Watercraft Only Assessed Prior To Correction:

Watercraft Only Assessed After To Correction:

0 0 0

0 0 0

0

Exempt Value: 0

Exempt Value: 0

0

Comment: PER BOS 1997 HULL TRAILER VIN#44NUS162XVL020656 WAS SOLD 12/30/2018; REMOVING FROM TAX YEAR 2020

CLERK SECTION (Tax)

Feb 15 2021 10:39AM Jami Radloff Order to Pr

Tax Prior To Correction:

Tax After Correction:

Levy 152.438000 Gen Tax 64.50
SB41 \$ 0.00
Exempt Tax Dollars 64.50

Levy Gen Tax 0.00
SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change
-64.50
0.00
-64.50

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -423
Mill Levy 152.438000
Net Change in Levied Tax Dollars -64.50
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -64.50
Refund Amount 0.00

Type of Correction Abate
Correction Code CL
Tax Statement # 203329

Comments PER BOS 1997 HULL TRAILER VIN#44NUS162XVL020656 WAS SOLD 12/30/2018; REMOVING FROM TAX YEAR 2020

Comment:

By order of the Board of County Commissioners RENO COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2020

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jami.radloff 2/15/2021 10:40:33AM

TaxPayer GRIF00250
GRIFFITHS, COREY W
1289 SIOUX RD
LINDSBORG, KS 67456-5023

System Control # 2021000233
User Control # 2021000233
Cama # 029-29-0-30-01-005-00-0-
Tax Unit 162 CLAY TWP / USD 313
Property Location 4500 N LORRAINE ST - HUTCHINSON, KS 67502

Tax Year 2020
Doc # 200836365869

APPRAISER SECTION (Value) Feb 12 2021 2:48PM Shayna Johnson Approved

Appraised Prior To Correction:

Value 1,880 Penalty % 50.00

Non-Watercraft Assessed Prior To Correction:

Value 564 Penalty 282 Total 846

Watercraft Only Assessed Prior To Correction:

0 0 0

Exempt Value: 0

Appraised After Correction:

Value 0 Penalty % 50.00

Non-Watercraft Assessed After Correction:

Value 0 Penalty 0 Total 0

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change -1,880

-846

0

0

Comment: PER TAXPAYER & MCPHERSON CO 1991 STRAN TRLR VIN#034853 WAS ON TAX ROLL FOR 2020 IN MCPHERSON CO.

CLERK SECTION (Tax) Feb 15 2021 10:40AM Jami Radloff Order to Pr

Tax Prior To Correction:

Levy 148.961000 Gen Tax 126.04
SB41 \$ 0.00
Exempt Tax Dollars 126.04

Tax After Correction:

Levy Gen Tax 0.00
SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change -126.04
0.00
-126.04

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -846
Mill Levy 148.961000
Net Change in Levied Tax Dollars -126.04
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -126.04
Refund Amount 0.00

Type of Correction Abate
Correction Code CL
Tax Statement # 204983

Comments PER TAXPAYER & MCPHERSON CO 1991 STRAN TRLR VIN#034853 WAS ON TAX ROLL FOR 2020 IN MCPHERSON CO.

Comment:

By order of the Board of County Commissioners RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

**AGENDA
ITEM #8A**



**Hutchinson Fire Department
2020 Annual Report
&
Annual Program Appraisals**

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Mission

The Hutchinson Fire Department serves our community through dedication, professionalism, and education; reflecting our passion to protect and put service above all else.

Values

Values embraced by all members of an organization are extremely important, as they recognize the features that make up the personality and culture of the organization. A workgroup met to revisit the existing values and proposed a revision that was discussed and agreed upon by the entire group:

Teamwork
Commitment
Trust

Vision

To be widely known as a fire service agency that continues to serve our community through dedication, professionalism, and education, dedicated to our history and looking to the future.

Having realized our community's expectations, we will focus on enhancing our teamwork through the pursuit of greater quality training programs and opportunities that create department unity. Through the use of technology, we will become more efficient as a team, while being proactive toward better service delivery.

For us to live our commitment to Hutchinson and ourselves, we will invest in our greatest asset, our members, as we reach for better ways to recruit and retain the best of the best that show who we are and who we must be. We will also demonstrate this value by the pursuit of our health and safety initiatives, making sure that we remain fit and ready now and in the future. We commit to the people of Hutchinson that through the pursuit of excellence, we will drive toward becoming an internationally accredited department.

Dedicated to trust, we will better connect with those we serve through comprehensive public relations. Additionally, our apparatus maintenance initiative will prove us to be the good stewards of the public trust and support, of which we are entrusted.

Protecting and putting service above all else, we will always personify our passion for what we do as we hold each other accountable for fulfilling our mission, living our values, accomplishing our goals, and bringing this vision to reality.

Message from the Fire Chief



Welcome to the Hutchinson Fire Department's (HFD) 2020 annual Fire Chief's Statistical Report and Annual Appraisals for 2021. It is an honor to be able to present you a synopsis of our accomplishments throughout this past year and give you a sneak peek into HFD's organizational goals and objectives for 2021. As your Chief, I am humbled and blessed by the opportunity to continue leading the men and women who are the heart of your department, the bones of the department. I am in awe of the drive, professionalism, compassion, and the skill of our first responders and support staff; they have the wellbeing of the community at their core, with a true understanding of the vital roles in which they serve through our core values of TEAMWORK, TRUST, COMMITMENT.

We are indeed a "family," taking care of each other, and the extended family of the community we serve, with commitment and integrity. We have dedicated men and women who continuously strive to provide the highest level of service to our community. These men and women are also continually training and seeking to improve the services we provide. As you look through this document, you will see that it was a historic and very busy year in many aspects. The most prominent event dealt with the operational issues surrounding COVID-19. This caused the department to cancel many public relations events throughout the year and even included the celebration of our 130th anniversary (1890-2020) for HFD.

The fire service, like any other business, comes with challenges: keeping department members safe, keeping them educated on the latest and most innovative procedures and equipment, staying within budget, when so much of the fire service comes with uncertainty as we have witnessed with this pandemic, effectively and compassionately providing care in the worst of circumstances, and being there for one another after an exceptionally tragic call, to name a few. What is significant is that overcoming these challenges is what the outstanding members of HFD do every day, without fanfare, and oftentimes with hardly any notice, simply because they believe in helping others; they believe they can make a positive difference in people's lives. The credit of the accomplishments of this exceptional department belongs to the men and women who make up the steadfast backbone and heart of the department.

This report provides statistics, along with program appraisals for each core service that HFD provides and response highlights from 2020. Statistics are the quantitative means by which budgets and staffing are configured. However, it is the dedication of the individuals in the organization that bring the significance to the accomplishments. Continuous training of our own members, over 50,000 hours in 2020 alone, ensures firefighter safety and preparation to provide excellent, skilled services. Extensive preventive outreach in the community also remains at the forefront of the department's mission. This

department, after 130 years, continues its great legacy of providing traditionally unique services to the community, with the utmost of respect, dedication, and enthusiasm.

In the remainder of this handout, you will see the Annual Appraisals with goals and objectives for HFD in 2021. Each Appraisal is for a core service or function that HFD provides both internally and externally to our citizens. The intent of the required HFD Annual Appraisals is to help ensure an agency stays on track for continuous improvement for each of its service delivery programs. HFD's Annual Appraisals have become much more than a required document for the accreditation process, it has become the bridging document between several agency processes that often exist in a silo-type environment - accreditation, budget, and the strategic plan. The annual program appraisals have served as a link for each of these processes when the appraisals are used beyond the sole requirement for the program performance indicators.

The Annual Appraisal...

- Supports the program's proposed budget for the new budget year by definitively identifying resources needed to accomplish the program's goals and objectives. Budget worksheets can be attached to the appraisal as part of the report narrative or as an addendum. The appraisal essentially becomes a justification document for the requested budget.
- Ensures that the program goals and objectives are in sync with the agency's strategic plan. Goals of the program can be linked to the agency's strategic initiatives or goals.
- Provides an opportunity for the program's Performance Indicators to be updated and included as evidence of a comprehensive annual self-assessment.
- Provides a resource to draw from for the development of an agency-wide report for governing board and public; this process makes it a much easier task for the report facilitator.
- Provides a daily operation playbook for the program manager – an annual appraisal that contains goals and objectives for the current year can be used as a guiding document for daily operations.
- Provides an annual performance summary for the supervisor of the program manager as well as the fire chief.

On behalf of the men and women of the Hutchinson Fire Department, I want to thank the Hutchinson City Manager, Reno County Manager, City of Hutchinson Mayor, the City Council, Reno County Commissioners, and the citizens, for their continued support of the Hutchinson Fire Department.

Steven R. Beer
Fire Chief, Hutchinson Fire Department

CONTINUOUS IMPROVEMENT



Highlights of 2020

January

- Began using New World Fire Software for fire incident reporting
- Hosted 3rd Annual HFD Annual Awards Banquet
- Began Final Phase of Accreditation Process

February

- Mitigation Burns - Approximately 10 miles of right of way burns completed

March

- Covid-19 Pandemic

April

- New Brush Truck

May

- HFD turns 130 year old!**
- 2020-01 Recruit Academy Begins

June

- Work on Logistics Building Begins
- 2 Captains Retire and 3 promotions to Captain
- Signed Kansas Cooperative agreement.

July

- 2020-01 Recruit Academy Graduation
- Awarded \$70,000 Assistance to Firefighters Grant for New Air Compressor

August

- Standards of Cover Document Completed for Accreditation process.
- Conceptual drawings completed with Mann & Company for New Station #1 located on North Main Street

September

- Fire and Emergency Service Self- Assessment Manual, performance indicator review for Accreditation
- Large commercial fire at 1310 East 4th Street
- Deployed 3 personnel and 1 brush truck for Wildland Fire

October

- 2020-02 Recruit Academy Begins
- Deployed 4 personnel and 1 fire engine for Wildland Fire
- Station #6 roof repair

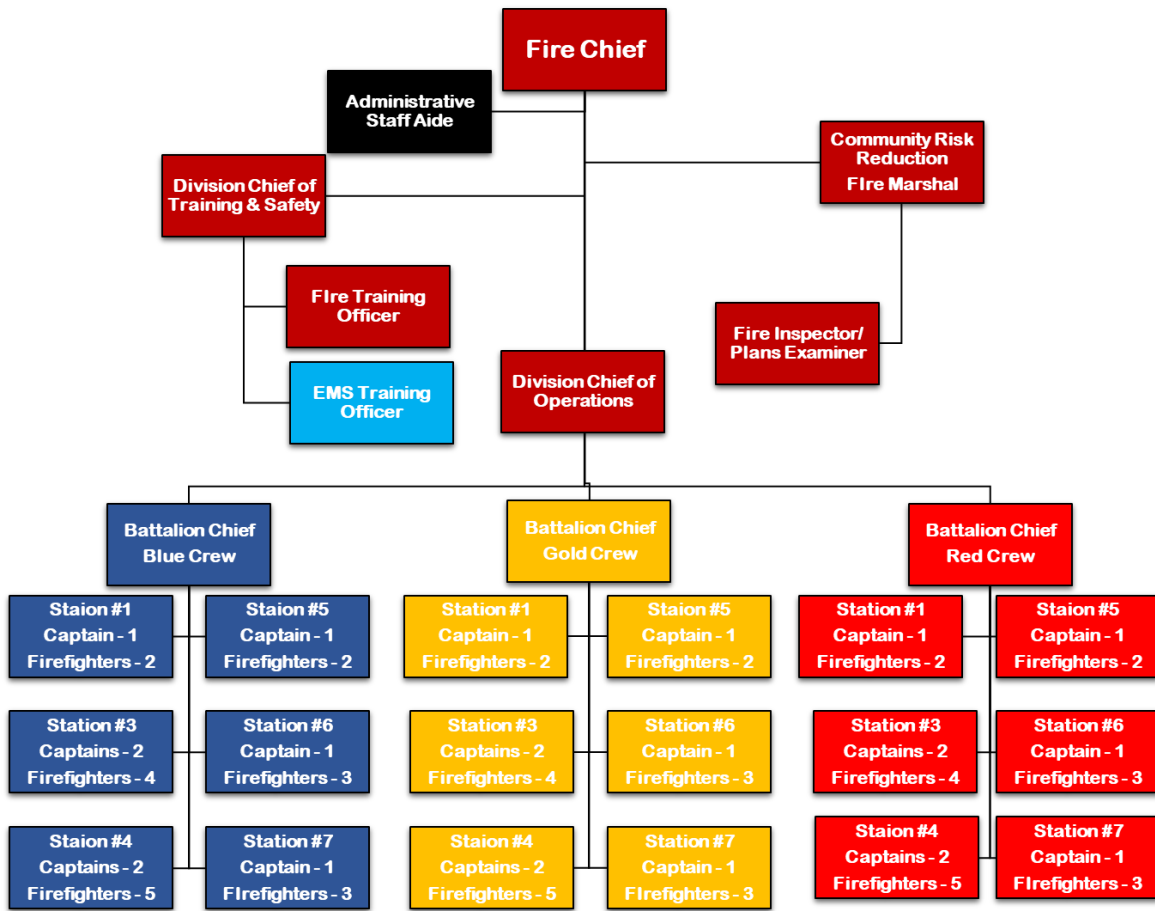
November

- 2020-02 Recruit Academy Graduation

December

- Fire and Emergency Service Self-Assessment Manual Completed for Accreditation process
- 2 Captains Retire and 2 promotions to Captain
- HFD met minimum requirements for ISO training goals.
- CARES Act projects completed.

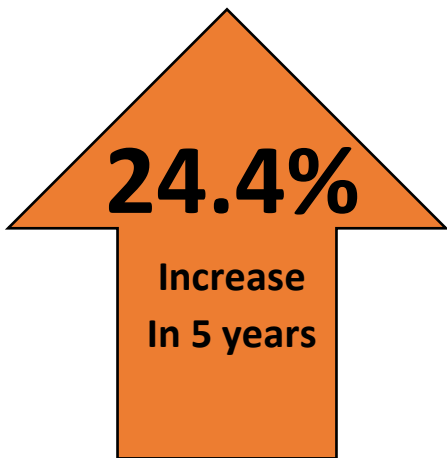
Organization Chart



The Hutchinson fire department has 92 members, including one civilian position, to cover the City of Hutchinson and Reno County Fire District #2.



Incident Breakdown 3 Year History

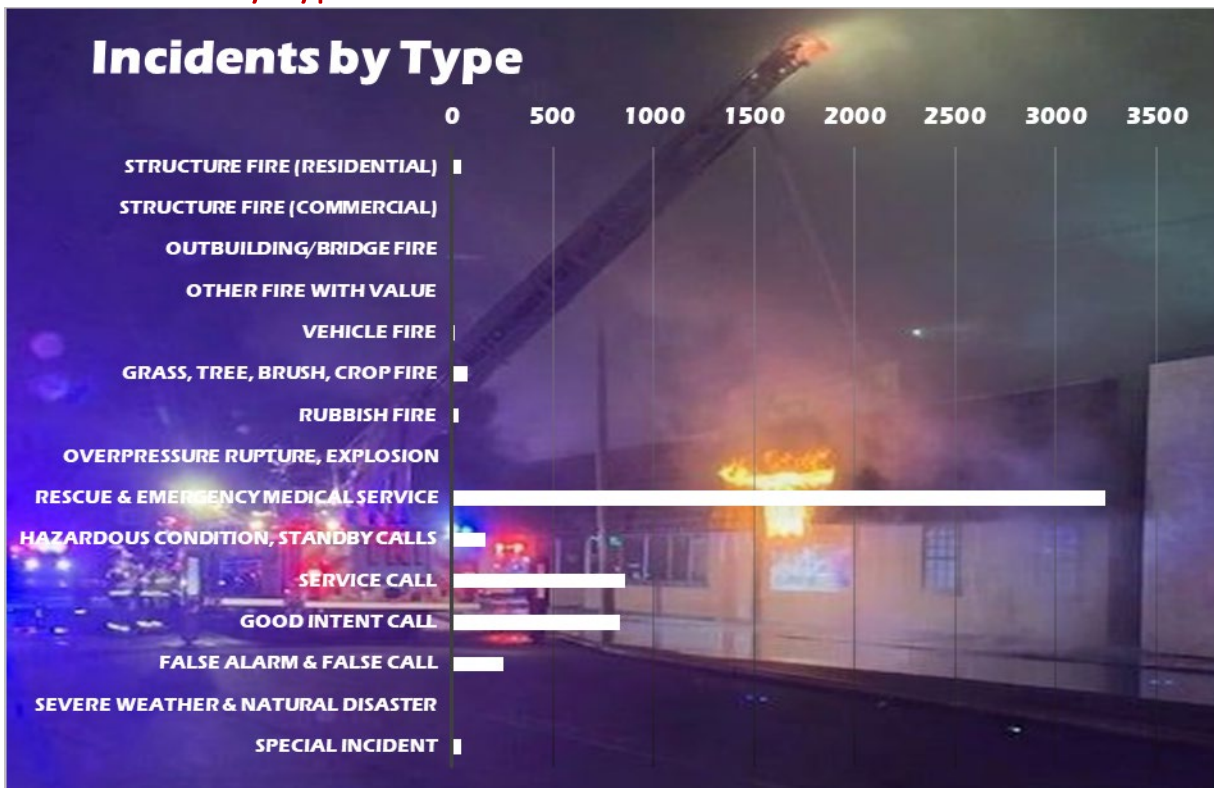


Fire Department Incidents	2018	2019	2020
Structure Fire (Residential)	52	57	44
Structure Fire (Commercial)	9	9	2
Outbuilding/Bridge Fire	7	1	2
Other Fire with Value	21	14	4
Vehicle Fire	34	25	15
Grass, Tree, Brush, Crop Fire	101	49	74
Rubbish Fire	45	42	35
Overpressure Rupture, Explosion (no fire)	11	8	4
Rescue & Emergency Medical Service	3224	3370	3247
Hazardous Condition, Standby Calls	214	179	164
Service Call	562	585	857
Good Intent Call	546	566	835
False Alarm & False Call	238	250	256
Severe Weather & Natural Disaster	5	3	1
Special Incident	36	26	45
Total	5105	5184	5,594

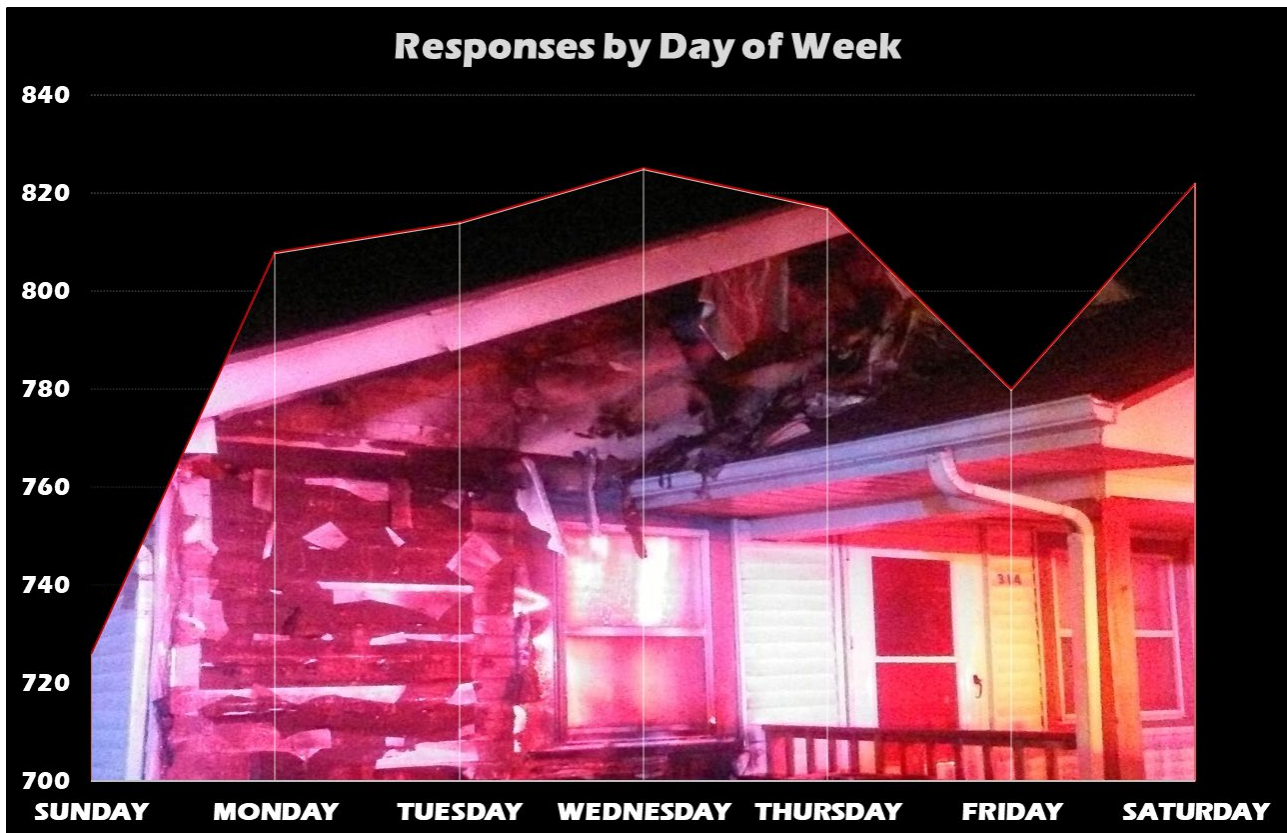
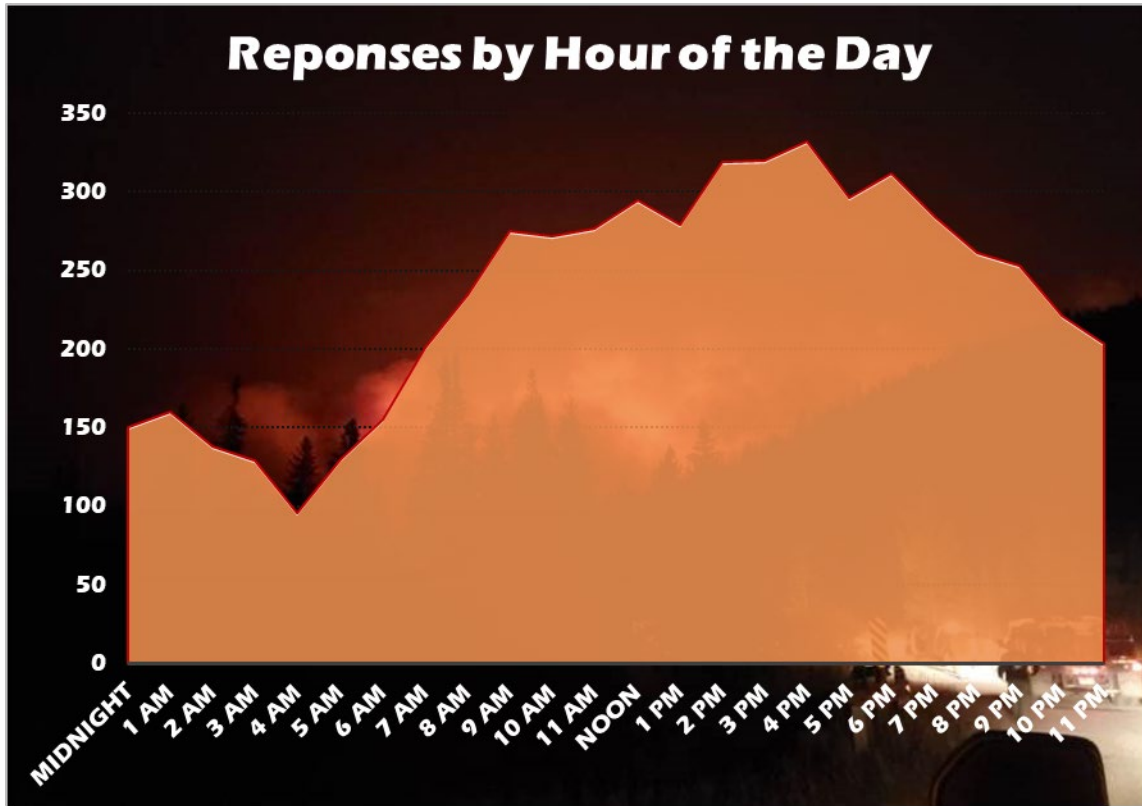
Over the past 5 years, HFD has seen a 24.4% increase in call volume

The majority of incident responses are EMS calls, over 60% of total calls.

2020 Incidents by Type



An alarm may come any day of the week or time of day, there are certain peak times to be aware of where there are more calls on average.

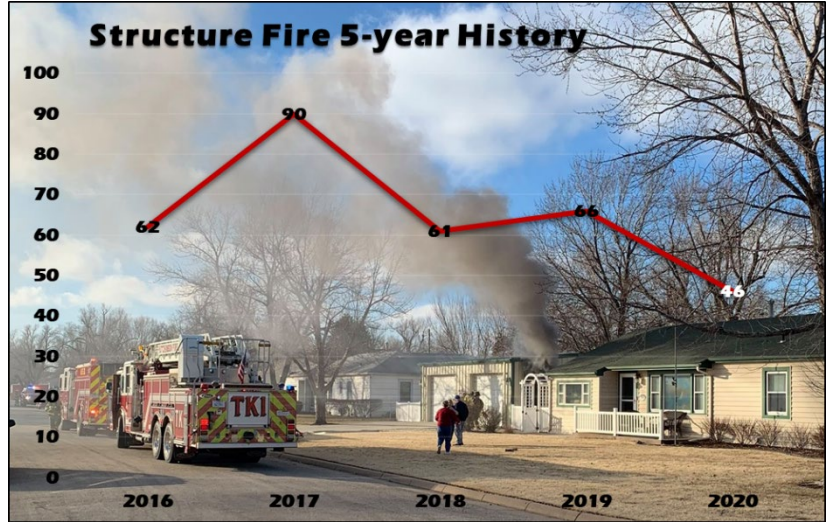


Structure Fires

Structure fires have been trending in the 60s most years, with 2020 being an exception, there were only 46 structure fires.

Structure Fire History	
2016	62
2017*	90
2018	61
2019	66
2020	46

*2017 Highland wildfire cause a spike in structure fires.



Month	Pre-incident Value	Property Value Saved
January	\$332,840.00	\$256,040.00
February	\$837,980.00	\$760,580.00
March	\$169,470.00	\$147,090.00
April	\$295,060.00	\$281,610.00
May	\$459,080.00	\$332,780.00
June	\$1,572,500.00	\$1,445,000.00
July	\$555,245.00	\$333,120.00
August	\$2,161,950.00	\$2,105,450.00
September	\$773,210.00	\$577,900.00
October	\$459,300.00	\$350,380.00
November	\$5,086,440.00	\$5,049,065.00
December	\$543,880.00	\$433,480.00
Grand Total	\$13,246,955.00	\$12,072,495.00

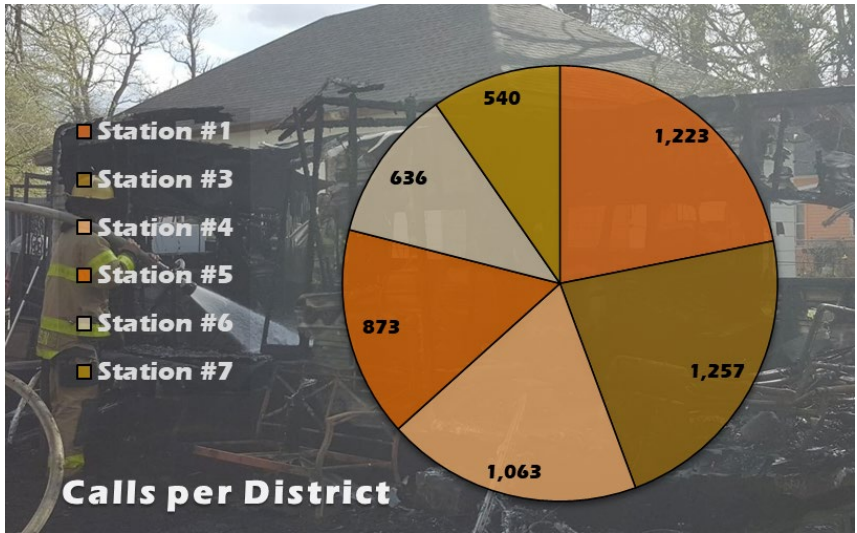
Due to proper station location and quick response time, HFD was able to save 91% of property value in structure fires.



2020 HFD Annual Report

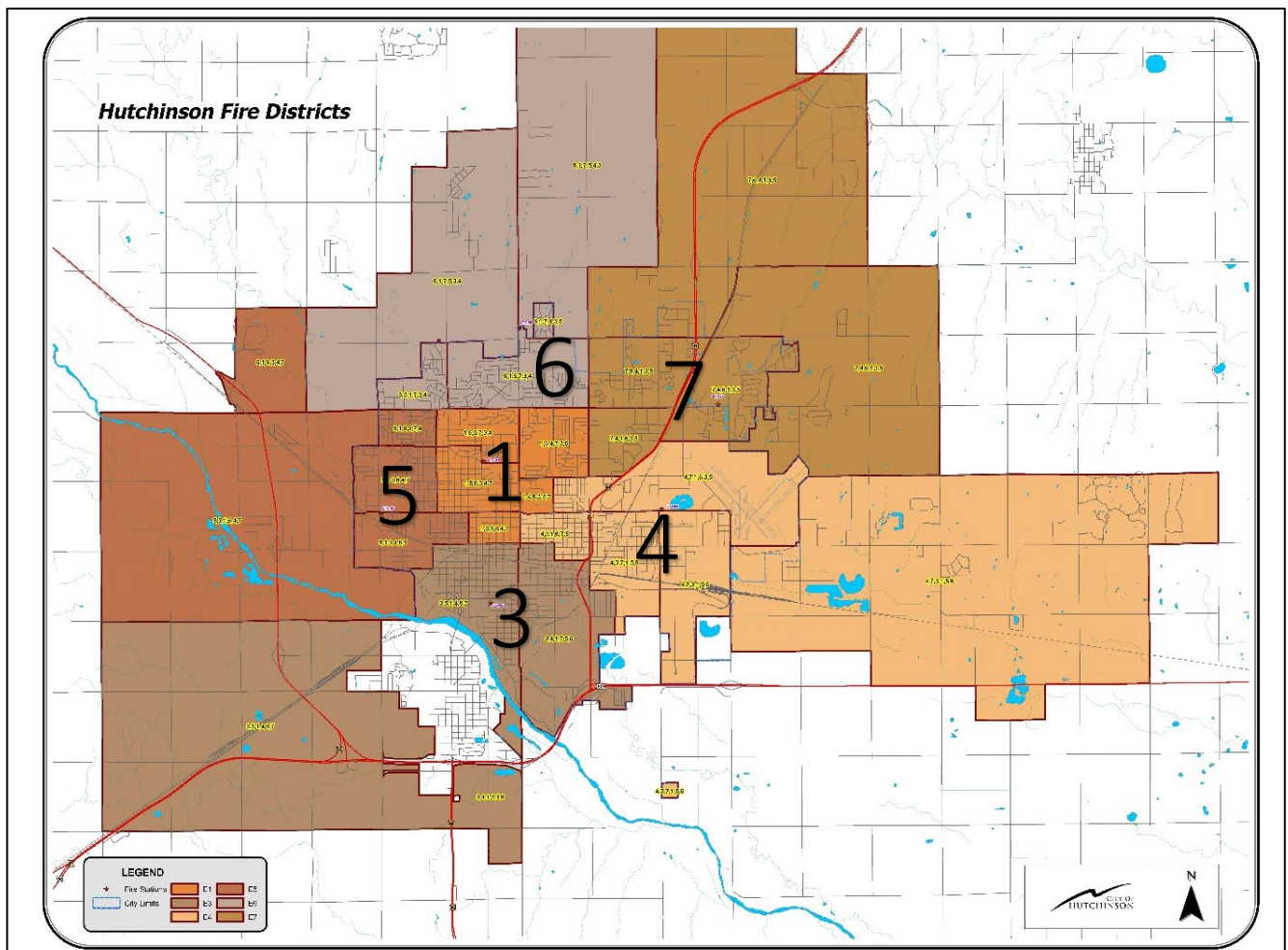
Stations #1 and #3 continue to be our busiest stations, located in the heart of the city.

Number of Calls per Station District.



Station #1	1,223
Station #3	1,257
Station #4	1,063
Station #5	873
Station #6	636
Station #7	540

District Boundaries



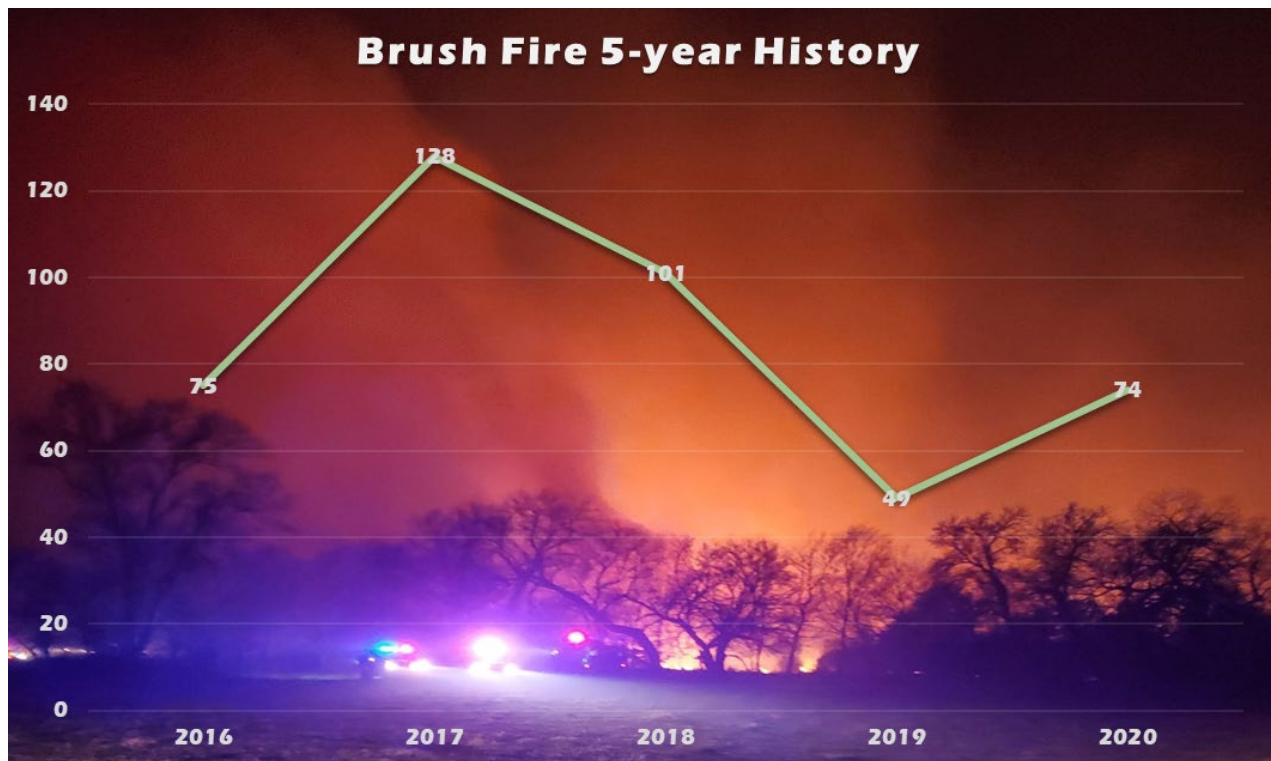
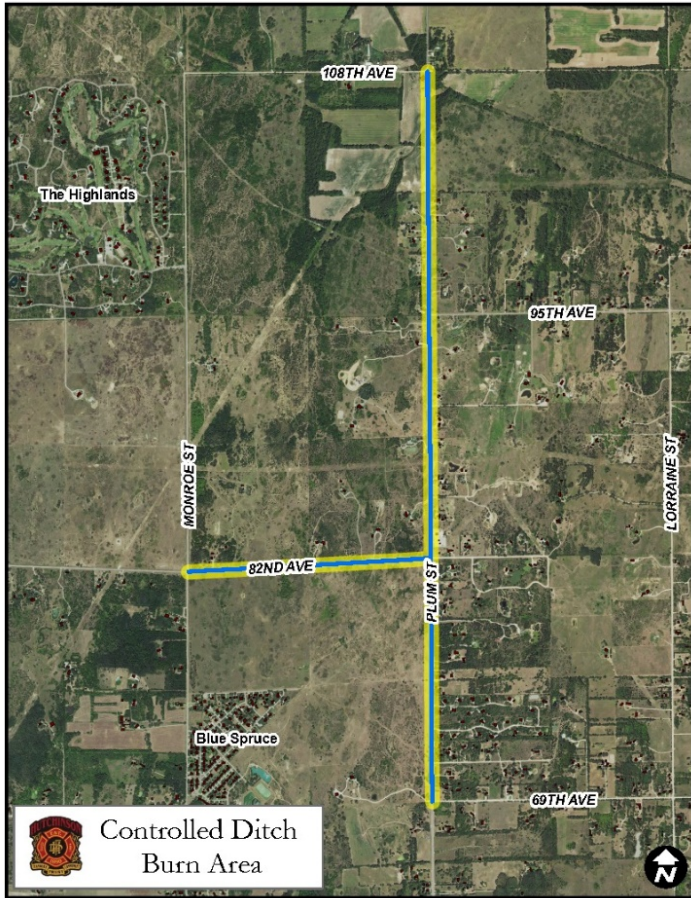
Mitigation Burns

In the beginning of 2020, the Hutchinson Fire Department provided controlled right of way burns in high risk areas to mitigate the upcoming brush fire season.

Our Community Risk Reduction Division spoke with Reno County residents in high risk areas regarding ways to minimize hazards on their properties.

Mitigation burns are essential to reduce potential grass fires, particularly when we have warmer winters and increased vegetation growth.

We completed 10 miles of mitigation burns, this was accomplished with assistance from Reno County Sheriff, Reno County Public Works, Kansas Forestry Service, Reno County Emergency Management, and Fire District #3.



Wildland Fire Assistance

During the height of the wildfire season states in the western part of the Nation experienced some tremendous fires. Hutchinson Fire Department was requested in multiple states including Colorado and Wyoming.

In September 2020, HFD Deployed a crew and brush truck to Wyoming to assist with the Mullen fire that grew to be over 175,000 acres. With the Mullen Fire still growing strong, another crew was sent to relieve the initial crew.

In the middle of October, the second crew was reassigned to the Calwood fire in Colorado that grew to over 10,000 acres. Near the end of their time in Colorado, there was some welcome winter weather to assist in the fire suppression.

During this time, the East Troublesome Fire was growing rapidly not too far away. It burned over 190,000 acres, with over half of that in just one day. We were able to send an additional crew and a fire engine to assist with the fires in Colorado.



Mullen Fire, Wyoming



East Troublesome Fire, Colorado



Calwood Fire, Colorado

Training

Over the course of the year 2020, members of the Hutchinson Fire Department completed 52,864 hours of training.



Recruits

HFD had 2 recruit academies in 2020, the first recruit academy graduated in July and the second graduated in November, a total of 13 recruits completed the academy this year.



2020-01 Recruit Academy Graduation



2020-02 Recruit Academy Graduation

COVID-19 Pandemic

This year has had many unexpected surprises. In response to the covid-19 pandemic, our year has looked different than many other years. Operations drastically changed with our EMS first responder program to ensure we crews had appropriate PPE for all EMS calls. Our Community engagements no longer consisted of in person station tours or events. Instead, we had birthday parades and virtual station tours through social media.



Credit: Nick Hemphill

COVID Assistance Grant

Grants funds assisted in purchasing PPE for members and cleaning/sanitizing equipment.

Cares Act Grant

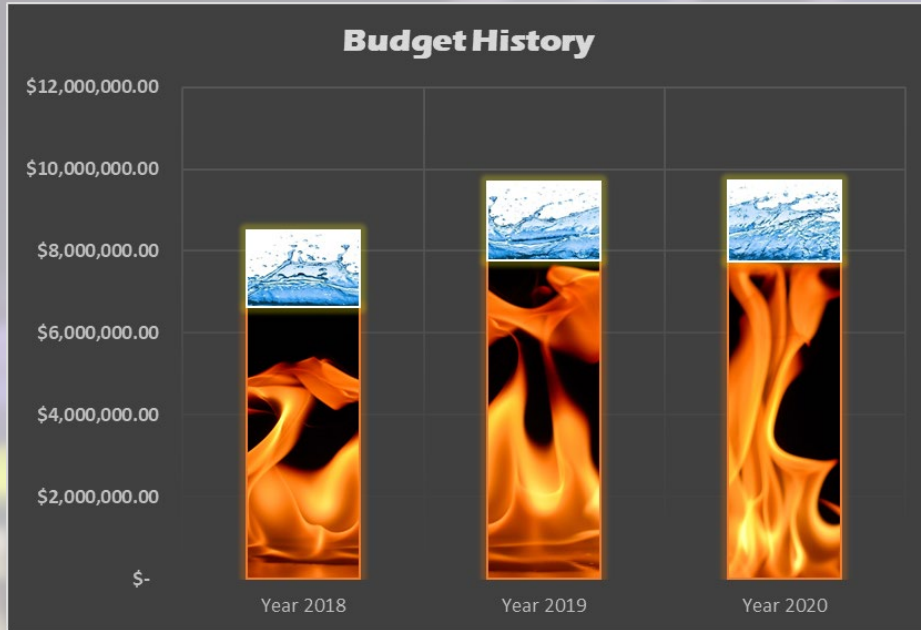
In August of 2020, The Hutchinson Fire Department was awarded a grant through the Cares Act for the purpose of keeping employees safely separated and office areas as well as public areas clean to aid in the efforts to stop the spread of COVID 19. We were given 36 hours to gather information on best practices and items that we could incorporate into our daily activities, that would benefit in a change to help stop the spread. We started this project with hopes of receiving a couple of items off our list, we were pleased to hear that we would receive a grant to purchase our complete list.

- 35 Classroom Chairs: These chairs are replacing our current cloth chairs at our training center. They are made with a material that we can disinfect daily and between classes.
- 32 Day Room Chairs: These chairs are replacing our current cloth chairs at each fire station. These chairs again allow for continuous disinfecting with the Antimicrobial, hospitality-grade synthetic leather.
- 16 Video Surveillance Cameras: These cameras were purchased to help “Screen” visitors at the fire stations.
- Fire Station Bedroom Remodel: Bedrooms at Stations 3, 4, and 5 were remodeled from large rooms to multiple small personal rooms.

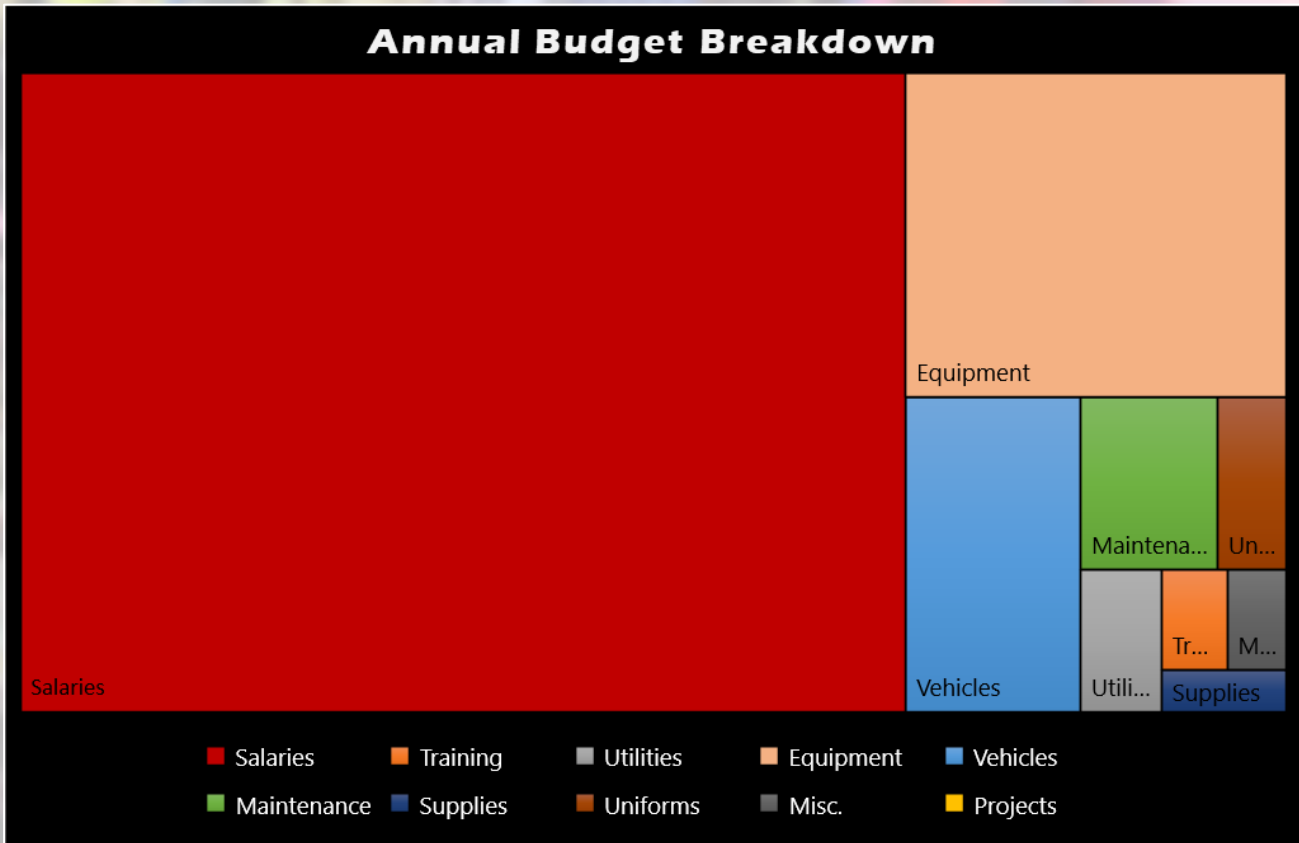
Additional Items: Touchless Bathroom Faucets, Touchless Kitchen Faucets, Touchless soap dispensers, Touchless toilets and urinals, Keyless entry to our training building, and gloves and N95 masks for our supply. All of these items purchase with the Cares Act Grant had to be installed and in use by December 31st, 2020.

Financial Statistics

Budget	City	County
Year 2018	\$6,622,394.00	\$1,879,080.00
Year 2019	\$7,778,391.00	\$1,913,484.00
Year 2020	\$7,746,057.51	\$1,964,150.00



Annual Budget Breakdown





HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Support Services

PROGRAM DESCRIPTION

What is the program and who is responsible?

- The purpose of the support services is to provide a wide range of support regarding equipment used on a fire scene, medical calls, or daily operation to aid in the reduction in property and life safety losses from fires and medicals.
- Battalion Chief of Support Services

REGULATORY AGENCY

What regulates the program?

- NFPA 1851 - Selection Care, and Maintenance of Structural Fire Fighting Protective Ensemble, 2001 Edition
- NFPA 1971 - Protective Ensemble for Structural Fire Fighting, 2000 Edition
- NFPA 1852 - Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus (SCBA)
- NFPA 1989 – Standard on Breathing air quality
- NFPA 1801 - Standard on Thermal Imagers for the Fire Service
- NFPA 1802 - Standard on Two-Way, Portable RF Voice Communications Devices for Use by Emergency Services Personnel in the Hazard Zone

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Purchase personal cancer hoods for all members along with a spare hood as back up.
- Purchase of earpieces for APX Radios (Surveillance Kits)
- Equipment Inventories:
 - Move all equipment over to Fire Records
 - Update and verify all inventories

In Progress

- Develop an SOP/Plan for Personal Helmet purchasing and usage.
- Develop an SOP/Plan for gear inspections
 - Structure Gear
 - Wildland Gear

2020 HFD Annual Report

- Removal of VHF Mobile Radios
- Upgrade remaining 800 mobiles to be compatible
- Work with developers at Aladtec to implement possible changes:
 - Vacation Picks
 - Under staffing/Over staffing with colored icons
 - Member notification when schedules changes
- Possibly switch to Crew Sense (Target Solutions)
- Equipment committee to demo TIC's for possible replacing of ISG's and Bullard's
- Equipment inventories:
 - Reserve apparatus to be fully equipped for switch over

Not Started

- Purchase of new Cascade system – Station 1
- SCBA Radio communications

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Continue with 5-year second set of Bunker Gear Plan. 5% increase yearly per bid spec.
- Monitor gear repairs for coverage under warranty
- Yearly purchase of SCBA's and Cylinders
 - Maintaining spare levels to be covered in the 10 year and lifetime warranty
- Continue annual testing of the following equipment
 - SCBA's
 - Cylinder testing
 - SCBA cylinders
 - Cascade system
- Quarterly testing of the Cascade air system
- Yearly service of the Cascade system
- Portable Radio Equipment
 - Batteries
 - Lapel Mics
- Mobile Radio Equipment
 - Lapel Mics
 - Radio Antennas

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Finish developing and implement an SOP/Plan for Personal Helmet purchasing and usage.
- Finish developing and implement an SOP/Plan for gear inspections
 - Structure Gear
 - Wildland Gear

2020 HFD Annual Report

- Finish removal of VHF Mobile Radios
- Continue to upgrade remaining 800 mobiles to be compatible as radios are replaced
- Finalize the switch to Crew Sense (Target Solutions)
 - Union needs to agree to callback rankings
- Equipment committee to demo TIC's for possible replacing of ISG's and Bullard's.
- Equipment inventories:
 - Finalize the Reserve apparatus to be fully equipped for switch over
- Purchase PFA foam
- Purchase of new Cascade system – Station 1
- SCBA Radio communications

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Continue with 5-year second set of Bunker Gear Plan. 5% increase yearly per bid spec.
- Monitor gear repairs for coverage under warranty
- Yearly purchase of SCBA's and Cylinders
 - Maintaining spare levels to be covered in the 10 year and lifetime warranty
- Continue annual testing of the following equipment
 - SCBA's
 - Cylinder testing
 - SCBA cylinders
 - Cascade system
- Quarterly testing of the Cascade air system
- Yearly service of the Cascade system
- Portable Radio Equipment
 - Batteries
 - Lapel Mics
- Mobile Radio Equipment
 - Lapel Mics
 - Radio Antennas

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Multiple personnel with only one set of turnout gear
- Lack of an SOP for gear inspections
- Fire ground communications
 - Radios issues
 - Face piece amplifiers

Improvement initiatives

- Plan in place to maintain a level of cylinders and air packs to reduce the overhead costs of maintaining packs no longer needed or covered under warranty.
- Work with SCOTT to test Face piece amplifiers
- Work with gear manufacture to develop a standard gear inspection form and policy

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Building and Grounds

PROGRAM DESCRIPTION

What is the program and who is responsible?

- The purpose of the Building and Grounds program is to adapt to new technology, align with an everchanging work force, adapt to new equipment, maintain current facilities, and provide a safe work environment for HFD personnel and the public.
- The desired effect would speed up work performance, lower utility bills, maintain up to date equipment and provide a safe, clean environment for HFD personnel.
- The benefits are to reduce costs of outdated station and equipment, and lower sick leave use through clean and safe working environments.
- Responsibility – Battalion Chief of Building and Facilities

REGULATORY AGENCY

What regulates the program?

- City of Hutchinson purchasing policies and building codes
- Hutchinson Fire Department policies and SOPs

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Year to year utility bills
- Sick Leave usage
- Station repair request statistics

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Land line charging stations added to Command Training Center
- 200 feet of fence added to the Training Grounds
- Security cameras installed at all stations to monitor entrances
- Replacement of training classroom chairs to allow for disinfecting
- Additions to stations for a touch free environment; sinks, toilets, soap dispensers
- Replacement of day room chairs to allow for disinfecting
- Replacement of radio speakers in Apparatus Bays at station 4 and 6

Not Started

- Energy survey of entire department
- Transfer switch for Station 7 generator

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Bedroom partitions added to stations 3, 4, and 5
- Replacement of roof and gutters at station 6
- Replaced 2 refrigerators
- Replaced 1 stove
- Replaced 1 dishwasher

In Progress

- New Ceilings and lighting at station 4

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- 15% replacement of concrete at the Training Tower
- Energy study of all facilities.
- Install new flooring at Station 6
- Install new ceiling at Station 6
- Repaint interior at Station 6
- Install automatic transfer switch to station 7 generator
- Replacement of windows at station 4 and 6

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Continuation of replacing out of date station appliances and HVAC for more energy efficient and cost-effective replacements.
- Continuation of maintenance of concrete drives and pads for the stations.
- Continuation of the replacement plan for station furniture.
- Continuation of minor remodels and station repairs.

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- 2 older stations remaining.
- Lack of specific (dirty rooms) for gear and gear washing
- Old and aging appliances, furniture
- Funding for improvements

Improvement initiatives

- Explore benefits of an Energy efficient mind set
- Expand and improve IT systems
- Provide safe environments for members
- Exploring better quality furniture / longer lasting

- Look at possible additions to stations

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Apparatus Services

PROGRAM DESCRIPTION

What is the program and who is responsible?

- To provide efficient and transparent repair documentation/reporting/repair
- Reduced times both in house and at the repair facility
- External – To provide minimal out of service time of apparatus while in for repair or service – ensuring community is receiving the best service of response capable apparatus and equipment
- Internal – Ensuring repairs are reported, scheduled, and repaired in a timely manner
- Responsibility – Battalion Chief of Apparatus Services

REGULATORY AGENCY

What regulates the program?

- Hutchinson Fire Department policies, procedures, and SOP's
- Manufacturer and Central Garage maintenance schedules

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Apparatus Utilization Time
- Apparatus Out of Service Time

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Tender 5 build & purchase
- Brush 71 Build & purchase
- Skid Unit, Light package ordered for Small Brush replacement

In Progress

- Small Brush replacement – Chassis, bumper, graphics, misc. equipment

Not Started

- Replacement of apparatus fleet – sidelined by budgetary constraints

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

2020 HFD Annual Report

- Additional mechanic hired / Replacement following Roger's retirement

In Progress

- New mechanic working towards Emergency Vehicle Technician and Waterous pump certifications

Not Started

- Replacement of 1 Engine and 1 Truck

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Apparatus out of service and down time
- Continued training for the new mechanic

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Analyze if our overall maintenance cost is going down due to newer apparatus and quality scheduled maintenance.

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Inefficient repair/tracking system including warranty tracking (Database system that works with both agencies)

Improvement initiatives

- Quarterly Meetings with Central Garage / Fire Dept Staff
- Weekly meetings with Central Garage / Gold Crew Battalion Chief

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Community Risk Reduction

Category V

CC 5A.5

PROGRAM DESCRIPTION

What is the program and who is responsible?

- Smoke Detector Program
- Firewise Program to assist with reducing the chance of life and property loss in wildland urban interface areas
- Fire Suppression Systems Plan Review
- Life Safety Plan Review
- Fire Detection Alarm System Plan Review
- Suppression and Alarm Systems Acceptance and Testing
- Responsibility – Fire Marshal

REGULATORY AGENCY

What regulates the program?

- NFPA Firewise community Program
- American Red Cross smoke detector grant
- Office of the Kansas State Fire Marshal's Office "Get Alarmed Kansas" program
- NFPA Fire and Life Safety Codes
- International Code Council Fire and Building Codes

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Records of completed inspections
- Records of completed acceptance testing
- Data of administered Firewise training for citizens of Hutchinson

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Signed contract with Brycer to assist in compliance of suppression and alarm system testing
- Implementation of New World Fire Records
- Completion of Mobile Fire Sprinkler display

In Progress

- Personnel trained on input of data to allow for better attainable record management data
- Building and business records still being inputted to New World

Not Started

- Additional person to focus just on building inspections and record keeping, as well as juvenile fire-setters and public education

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- More timely completion of most plan reviews
- Partnering with Brycer

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Completion of ALL plan reviews within 2 weeks of getting them.
- Build a “skeleton” display for Lloyd for static display.

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Completion of building inspections
- More Firewise education opportunities
- Increase smoke detector program to ensure all have needed detectors
- Partnership with the Kansas State Forrest Service with an in-kind grant to help with the Firewise program

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Citizen participation of Firewise education opportunities

Improvement initiatives

- Increase public awareness of Firewise education through social media and regular media outlets

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Public Education

Category V

CC 5B.3

PROGRAM DESCRIPTION

What is the program and who is responsible?

- To provide effective, timely, and quality fire and life safety education in a professional and highly trained manner
- Responsibility – Fire Marshal

REGULATORY AGENCY

What regulates the program?

- NFPA
- City of Hutchinson Chapter 25 of Fire Prevention Code
- K.S.A. 31-137 state statute covering fire protection

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Public Education Report

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Greater use of social media to educate about fire safety
- Use of mobile fire sprinkler display

In Progress

- Giving different businesses the chance to participate in extinguisher training

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Greater Presence on social media

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Get back out into the public eye at public events cancelled because of Covid-19
- Offer extinguisher classes to other businesses than usually given

2020 HFD Annual Report

- Offer a day during the weekend where members of the public and come to the CTC and learn how to operate a portable fire extinguisher

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Annual goals are to reach as many members of the public as possible

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Improvement initiatives

- Partnership with local radio station or business for sponsorship of such for a bi-weekly radio segment
- Conduct bi-monthly Facebook live segments teaching about fire and home safety as well as other topics

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Fire Investigation

Category V

CC 5C.5

PROGRAM DESCRIPTION

What is the program and who is responsible?

- To provide effective, timely, and quality fire investigations in a professional and highly trained manner
- Responsibility – Fire Marshal

REGULATORY AGENCY

What regulates the program?

- Kansas State Fire Marshal Office Investigation Division
- State of Kansas Statute 31-137 (Statute covering the authorization to perform fire investigations)
- NFPA 921 Guide for Fire and Explosion Investigations (Most current editions)
- City of Hutchinson code chapter 25

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Cause Determination Report

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- All fires investigated
- Partnership with HPD and get dedicated detective to assist in arson investigations

In Progress

- Ensure closure of more arson cases, currently approximately 18% of fires are contributed to arson

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Partnership with Hutchinson Police Dept.

In Progress

- Lowering the number of arson cases within the jurisdiction

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- More arson cases solved and adjudicated
- Positive determination of origin and cause

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Closure of arson cases through adjudication
- Positive determination of origin and cause

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Improvement initiatives

- Replace current hydrocarbon detectors with more modern and accurate devices

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Fire Suppression

Category V

CC 5E.3

PROGRAM DESCRIPTION

What is the program and who is responsible?

- The purpose of the fire suppression program is to preserve and protect life safety and property while safeguarding the environment and city's economic base
- Reduction in property and life safety losses from fires
- Providing high quality of fire and rescue services to the community
- Responsibility – Division Chief of Operations

REGULATORY AGENCY

What regulates the program?

- Agency policies and procedures

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Total Response Times
- Call Type Report
- Annual Fire Stats Report

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

In Progress

- Rapid Intervention Team policy out of date

Not Started

- Develop a Loss Stop Policy
- Develop a Line of Duty Death learning program
- Develop up to date High Rise Policy with best practices

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Maintain fire operations budget within City set goals

2020 HFD Annual Report

- 2 recruit classes completed in 2020 for 13 new members
- 78% of personnel have completed required ISO training

In Progress

- To continue to meet the performance measures of the effective response force
 - PSAP Times – 90% percentile at one minute
 - Times are two minutes and forty-five seconds
 - Turnout Times – 90% percentile at one minute and twenty seconds
 - Times are one minute and fifty seconds

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Develop a loss stop program
- Develop a LODD synopsis learning program
- Develop up to date high rise policy with best practices
- Update RIT policy – part of training below – completed by March 31, 2020
- Blue Card for all members – Trained by January 31, 2020
- Updated Residential Training and Skills – Trained by March 31, 2020
- Updated Commercial Training and Skills – Trained by June 30, 2020

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- To continue to meet the performance measures of the effective response force
- Maintain fire operations budget within City set goals

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Training on improving turnout times

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Emergency Medical Services (EMS)

Category V

CC 5F.7

PROGRAM DESCRIPTION

What is the program and who is responsible?

- Providing Emergency Medical Technician (Non-Transport) level medical services for emergent and non-emergent requests.
- Providing quality basic life support care for patients.
- High quality prehospital care for the community.
- Responsibility – EMS Training Captain

REGULATORY AGENCY

What regulates the program?

- KSA 65-6121
- KSBEMS: Kansas Continuing Education Plan
- KSR 109-5-1 Continuing Education

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Year to Year Call Type Responses
- Previous Year EMS Response Times
- HFD On Scene EMS Times

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Purchase of NARCAN for frontline apparatus and TEMS unit for use by members due to increase threat from the opioid crisis
- Adopt 2020 Medical Protocol Revision from Hutchinson Regional medical direction

In Progress

- Purchase, training, and implementation of nebulizing Non-Rebreather breathing treatments for all first response apparatus. Keeping with the scope of practice.

Not Started

- Purchase, training, and implementation of "I-gel" supraglottic airways for all first response apparatus. Keeping with the scope of practice.

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Improve efficiency and quality of emergency medical service equipment.
 - Review and update all current medical equipment currently carried and its impact on our Emergency Medical Response objectives. What can be added or removed from current inventory. This will be revisited to fall in line with medical protocols
- Improve efficiency and quality of medical response training
 - Continue and expand our partnership in training with RCEMS to better serve our customers while working together
 - Continued implementation of online continuing education training through current provider (Target Solutions- CAPCE) to meet state required CE program.
 - Evaluate and Develop training curriculums based on findings during the Quality Assurance program conducted with RCEMS and Medical Direction. Findings during this process may alter or change the overall needs of our training due to our customer needs.
 - Evaluate and Develop training curriculums based on findings from observing the Assessments and Treatments during medical calls.
- Re-licensure of all HFD personnel with the Kansas Board of EMS
 - Track and record all continuing education completed within the licensure period
 - Track and record all required certifications to maintain BLS certifications within the licensure period
 - Ensured all members complete online renewal process
- Continue quality Q/C & Q/I procedures for EMS reports.
- Monitor possible changes to the regulations for Non-Transport agencies and possible changes for Continuing Education with KBEMS.

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Improve efficiency and quality of emergency medical service equipment.
 - Purchase of IGELS and place in all medical bags.
 - Purchase new AED's at the beginning of the year.
- Improve efficiency and quality of medical response training
 - Purchase of Airway/CPR manikin for continued education training.
 - Purchase of New AED trainer.
- Improve proficiency of medication administration
 - Once COVID-19 restrictions are lifted on breathing treatments goal to purchase and implement along with continued training of nebulized breathing treatments.
- Adopt 2021 Medical Protocol Revisions from Hutchinson Regional Medical direction.

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Improve efficiency and quality of emergency medical service equipment.
 - Review and update all current medical equipment currently carried and its impact on our Emergency Medical Response objectives. What can be added or removed from current inventory. This will be revisited to fall in line with medical protocols
- Improve efficiency and quality of medical response training
 - Continue and expand our partnership in training with RCEMS to better serve our customers while working together
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 - Evaluate and Develop training curriculums based on findings during the Quality Assurance program conducted with RCEMS and Medical Direction. Findings during this process may alter or change the overall needs of our training due to our customer needs.
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 - Track and record all required certifications to maintain BLS certifications within the licensure period
 - Ensured all members complete online renewal process
- Continue quality Q/C & Q/I procedures for EMS reports.
- Monitor possible changes to the regulations for Non-Transport agencies and possible changes for Continuing Education with KBEMS.

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Lack of practical skills usage due to outdated policies (Expansion of EMT role, Ongoing)
- Need for enhancing realism of EMS training
- Lack of report writing skills.

Improvement initiatives

- Continual policy and protocol review with enhancement in Quality Assurance performed by medical direction and Q/A board.
- Expand and coordinate more “realistic” training opportunities with HCC and RCEMS.
- Continued expansion of the EMT role to fall in-line with our adopted medical protocols.

- Quality Control of reports making sure key information is documented.

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.

- Financial resources necessary
 - Annual EMS Equipment Budget \$25,200 increase of \$5,000 from previous year
 - AED Replacement Budget \$34,000



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Technical Rescue

Category V

CC 5G.3

PROGRAM DESCRIPTION

What is the program and who is responsible?

- Provide a technician level of response to mitigate emergency and non-emergency rescue incidents.
- Reduce the quality rescue response for special circumstances.
- Highly skilled rescue team and specialized equipment on hand.
- Give members the knowledge and equipment to respond to rescue incidents.
- Responsibility – Division Chief of Operations

REGULATORY AGENCY

What regulates the program?

- NFPA 1006
- NFPA 1670
- Hutchinson Fire Department Lexipol Policies and Procedures

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Training completed in 2020 through TF-5 Grant
 - 3 Swift Water Rescue Technicians
 - 3 Swift Water Boat Operators
 - Train-the-Trainer for SWT and BO
- Completed department wide training in Swift Water Awareness

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Continue to support and participate in Task Force 5

In Progress

- Goal status of 5-6 technicians per crew

2020 HFD Annual Report

- 13 fully trained Rescue Technicians
 - Multiple personnel near completion
- 15 Water Rescue Specialist
- 7 Boat Operators
- 1 Swift Water Technician

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Utilize 2021 Task Force 5 Training
 - Structure Collapse Technician Class
 - Swift Water Technician Class
 - Boat Operator Class
 - Identify local partnerships for realistic training opportunities
- Provide department wide training for support personnel- Still needed for rope and structural collapse awareness
- Completion and tracking of Rescue Task Books credentialing within Target

Solutions- on going

- Explore use of Survey 123 for local search operations

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Provide in house training
 - Meet JPR's for:
 - Rope
 - Water
 - Structural Collapse
- Crews should strive for 5-6 technicians- on going
- Develop succession plan and long-term goals
- Continue to support and participate in Task Force 5
- Continue to support and participate in Task Force 1

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Call volume
- Lack of trained technicians
- Lack of support personnel training
- Maintaining relevancy with up-to-date techniques and equipment
- Outside training opportunities for 2020 hampered by Covid-19

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Hazardous Materials

Category V

CC 5H.3

PROGRAM DESCRIPTION

What is the program and who is responsible?

- Providing technician level of hazardous materials response to mitigate emergency and non-emergency hazardous materials spills and leaks
- Reduce the likelihood of damage to property, the environment, and risk to life safety
- Highly skilled hazardous materials team on staff
- Funding source to maintain and increase the quality of hazardous materials response
- Responsibility – Division Chief of Operations

REGULATORY AGENCY

What regulates the program?

- NFPA 472- Hazardous Materials and WMD Incidents
- NFPA 1072- Standard for Hazardous Materials/WMD Emergency Response Personnel Professional Qualifications
- Hutchinson Fire Department SOPs
- OSHA 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Sent 2 members to 80 hours of HMT training in Salina.
- Hired 2 members who have existing certification.

In Progress

- Continued replacement plan on existing equipment.
- Continue to work on Tier II inspections.

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Continue Tier II inspections- expected completion in 2023.
- Upgrade B-kit and containers
- Look into feasibility of radiation detection.
- Explore options for in suit communications.
- Begin phasing in PFA free firefighting foam.

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Develop pre plans for target hazards and coordinate with onsite response teams.
- Improve replacement programs for Microclips.
- Continue replacement program for Clips.
- Replace with quality training
 - Bring in outside agencies for product specific training
 - Invite non team members for hazmat training.
 - Organize 80-hour HMT class through the IAFF
- Inhouse and department wide training
 - Work with regional team out of Sedgwick County

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Call volume
- Lack of succession plan to maintain an effective bullpen of technicians.
- Inadequate storage facilities for hazmat supply cache (accessibility).

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Wildland Fire Service

Category V

CC 5K.2

PROGRAM DESCRIPTION

What is the program and who is responsible?

- The purpose of the wildland fire program is to preserve and protect life safety and property while safeguarding the environment
- Reduction in property and life safety losses from fires
- Providing high quality of fire and rescue services to the community
- Funding source to maintain and increase the quality of the fire suppression program
- Responsibility – Division Chief of Operations

REGULATORY AGENCY

What regulates the program?

- Agency policies and procedures

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Total Response Time Report
- Call Type Report
- Effective Response Force Report

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Provide opportunities for member deployment out of state on wildland fires
 - 5 individuals deployed with a Type V Engine for a total of 34 days
 - 4 Individuals deployed with a Type I Engine for a Total of 2 days
- Maintain fire operations budget within City set goals

In Progress

- To continue to meet the performance measures of the effective response force
 - PSAP Times – 90% percentile at one minute
 - Times are two minutes and forty-five seconds

2020 HFD Annual Report

- Turnout Times – 90% percentile at one minute and twenty seconds
 - Times are one minute and fifty seconds

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Improve Structural Protection with Type 1 Engine
- Qualified Personnel to operate chainsaws
- Qualified Personnel at Engine Boss Level
- Improve Out of State Deployment process
- Develop Mutual Aid Cards for all quadrants

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- To continue to meet the performance measures of the effective response force
 - PSAP Times – 90% percentile at one minute
 - Times are two minutes and forty-five seconds
 - Turnout Times – 90% percentile at one minute and twenty seconds
- Mitigations projects each spring
- Provide opportunities for member deployment out of state on wildland fires
- Maintain fire operations budget within City set goals

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Lack of qualified personnel for out of state deployments
- Equipment Location in Stations
- Mobile Data Terminals in each brush unit

Improvement initiatives

- Provide training opportunities and experiences for task books
- Look at moving wildland equipment closer to primary equipment

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Wellness and Fitness

Category VII

CC 7G.5

PROGRAM DESCRIPTION

What is the program and who is responsible?

- To provide an effective wellness/fitness program
- To maintain and promote a healthy workforce
- To provide efficient service by having fit personnel
- Reducing taxpayer costs for personnel
- Reduce risk of injury and harm to personnel
- Responsibility – Division Chief of Training/Safety

REGULATORY AGENCY

What regulates the program?

- IAFF and IAFC Joint Wellness/Fitness Initiative

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Mental health awareness training
- Created Safety/Wellness Committee
- Immunization clinic held updating immunizations for all personnel

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Develop new procedures for Medical Surveillance
- Provide CISD-B training for Peer Support Team
- Provide refresher/initial training over HFD Fit for Duty Workout Guide
- Explore funding services and plan for new exercise equipment
- Develop approved exercise equipment list for in house exercise

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

-

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Funding for new exercise equipment

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.

- Budget Money for annual Medical Surveillance Program



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Training

Category VIII

PROGRAM DESCRIPTION

What is the program and who is responsible?

- To provide a training program for agency personnel to respond to emergency and non-emergency incidents safely.
- Highly trained and skilled personnel ready to meet customers' needs at a moment's notice
- Effective management of incidents and service calls
- Reduce risk of injury and harm to personnel by educating them on proper response procedures and tactics
- Responsibility – Division Chief of Training/Safety

REGULATORY AGENCY

What regulates the program?

- KSR 109-5-1
- KSA 65-6121
- Kansas Forest Service
- National Wildland Coordinating Group (NWCG)
- ISO (Insurance Services Office)
- NFPA 1001 Standard for Firefighter Skills
- NFPA 1410 Company Response Drills
- Hutchinson Fire Department policies and SOPs
- CPSE

TRAINING REQUIREMENTS

What are training requirements for the program?

- Fire Recruits receive 240+hrs of initial academy training for ISO requirement
- Twenty hours per month per member for ISO requirement
- Twenty hours per year for EMT-Basic (Kansas Continuing Education Plan)
- Relief Driver trainees receive 60hr initial training for ISO requirement
- 12 Hours Officer Specific Training for Company Officers for ISO requirement
- Driver Operator (4)-3hr Classes per year for ISO requirement
- Hazardous Materials refresher (8 hours) per member for ISO requirement
- Facility Training- (18 hours) per member at the CTC per ISO requirement
- RT-130 & 190 Certification or Refresher (annual) for Wildland Response (Red Card NWCG)
- S-131/133 Squad Boss Certification or Refresher (annual) (NWCG & KSFS)
- 2021 Additional wildland class with KSFS (24 Hour Class)

2020 HFD Annual Report

- Blue card certified members must obtain 12 hours of certified blue card CE hours yearly.
- **Half-day (3-hour) drills, 8 per year per ISO (*)**
- **Half-day (3-hour) multiple-company drills, 4 per year per ISO**
- **Night drills (3-hour), 2 per year per ISO (*)**
 - Note: ISO may credit a single-company drill under the first (*) and last (*) of these items; ISO may credit multiple-company drills under all three.

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Monthly records of individualized training hours
- Annual records of training
- Target Solutions for Annual record keeping for training.

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

Completed

- Back to the basics firemanship initiative training rollout.
 - FFI & FFII skills refresher training
 - Hose deployments
 - Ladders
 - Search
 - Engine company and pump operator operations.
- HFD Logistics building down at the training grounds consisting of a dirty classroom, restroom, and outdoor classroom

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

Completed

- Meet ISO training requirements
 - Listed requirements being met department wide for all filled positions withing the organization
 - Offering training opportunities for members wishing to exceed their ISO requirements
- NFPA 1410 Company training evolutions department wide
- Satisfy requirements for NWCG RT-130 & 190 annual refreshers
 - Including the arduous and moderate pack test requirements
- Satisfy requirements for Hazardous Materials and Technical Rescue certifications
 - NFPA 1670 requirements for Tech Rescue
 - NFPA 472 requirements for Haz-Mat
- HCC professional education audit for all interested members
- Assist with department accreditation. Writing to and reviewing all performance indicators & core competencies that involve the training division

In Progress

- Continued expansion of available online training resources for all members
- Continuation of NIMS 300 & 400 certification for all Company Officers
- Blue Card certification for all HFD Acting and Current Company Officers
- Continuation of expansion of the training grounds
 - Development of fire training props and infrastructure to support HFD's needs for the future in conjunction with Hutchinson Community College

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Develop and rollout the agency's own version of Command Certification
 - Size-ups
 - Resource assignments
 - Hands on practical's
 - Accountability practices
- Initiate department wide facilities training objectives (Monthly)
 - Integration of new command procedures
 - Focus on multi-unit drills
 - Blend of staff and company level participation, driving home new command process
 - Ensure all involved members become comfortable with the command process and initiate it properly
- Develop and adopt more position specific task books for the agency
 - Instructor-I
 - Fire Inspector
 - Engine Boss (NWCG)
 - Public Information Officer
- Addition of NWCG Engine Boss Class for the agency
- Addition of an NWCG saws operations class
- If COVID restrictions change for 2021 seek the following
 - External training classes/opportunities for all members
 - Explore other external training possibilities
 - Bring back Capt. Jon Hall for Engine/commercial fire OP's
 - Explore other outside instructors to bring in quality training programs
- Continue to develop training grounds infrastructure
 - Finish T-Prop 3
 - Start on T-Prop 4
 - Look into road development for the south part of scenario town
 - Explore possible electrical expansion to T-Props
 - Expansion of pond on South part of track
- Develop Bi-Annual training to be conducted with other surrounding fire districts to improve our working relationships.

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- Meet ISO training requirements
 - Listed requirements being met department wide for all filled positions withing the organization
 - Offering training opportunities for members wishing to exceed their ISO requirements.
- Meet Annual Compliance Training Requirements
- Continue department wide NFPA 1410 drills monthly
 - Meet ISO training requirements
 - Listed requirements being met department wide for all filled positions withing the organization
 - Offering training opportunities for members wishing to exceed their ISO requirements.
 - Meet Annual Compliance Training Requirements
 - Continue department wide NFPA 1410 drills monthly

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

- Online training and classroom training enhancement. (Work with It to fix this issue so we can develop an extensive online training program, Continuation from 2020)
- Inadequate professional development program (Overall), Continued from 2020
- Training facility expansion (This is still listed as a deficiency as some aspects are still being completed and designed)
- Funding for attendance to outside training and coverage (COVID issues in 2020)

Improvement initiatives

- Continuation of cancer prevention initiatives and expansion of or prevention methods
- Committee development of professional development guidebook for each position within HFD
- Training facility survey, planning and implementation with HCC
- Mandatory EMS/Fire requirements with KSBEMS CE Program
- Back to Basics training initiative (Expanded to include IC operations, residential and commercial fire operations)
- Newly formatted relief engineer program rollout with 40hr mandatory pump school
- ICS Command standardization with Blue Card Certification

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.



HUTCHINSON FIRE DEPARTMENT Annual Program Analysis



Date of Analysis: January 1, 2021

PROGRAM: Communication Systems

Category IX

CC 9B.10

PROGRAM DESCRIPTION

What is the program and who is responsible?

- Provides quality Communication for responders
 - Call Taking
 - Dispatching
 - Radio Communications
- Responsibility – Division Chief of Operations in coordination with the Emergency Communications Director

REGULATORY AGENCY

What regulates the program?

- Agency policies and SOPs

HISTORICAL RECORD OF PERFORMANCE

What are reports that show performance of the program?

- Time from Call to Dispatch Report

STATUS OF ACHIEVING GOALS FOR PREVIOUS YEAR

What is the status of program goals set from the previous year?

STATUS OF ACHIEVING REPETITIVE GOALS FOR PREVIOUS YEAR

What is the status of repetitive goals set from the previous year?

GOALS SET FOR CURRENT YEAR

What are the program goals for the current year to improve efficiency?

- Move to proximity Dispatching in the first quarter of 2021
- Develop All Call Types to 5th Alarm Resources with CAD
 - Work with surrounding Departments
- Pre-Alerting system review and budget for implementation in 2022

REPETITIVE GOALS

What are the recurring goals annually to ensure program is efficient?

- To continue to meet the performance measures of the PSAP portion
 - Maintain goal of processing a call within 60 seconds

PROGRAM APPRAISAL

What are the deficiencies in meeting program goals? What initiatives need implemented to minimize the deficiencies?

Deficiencies

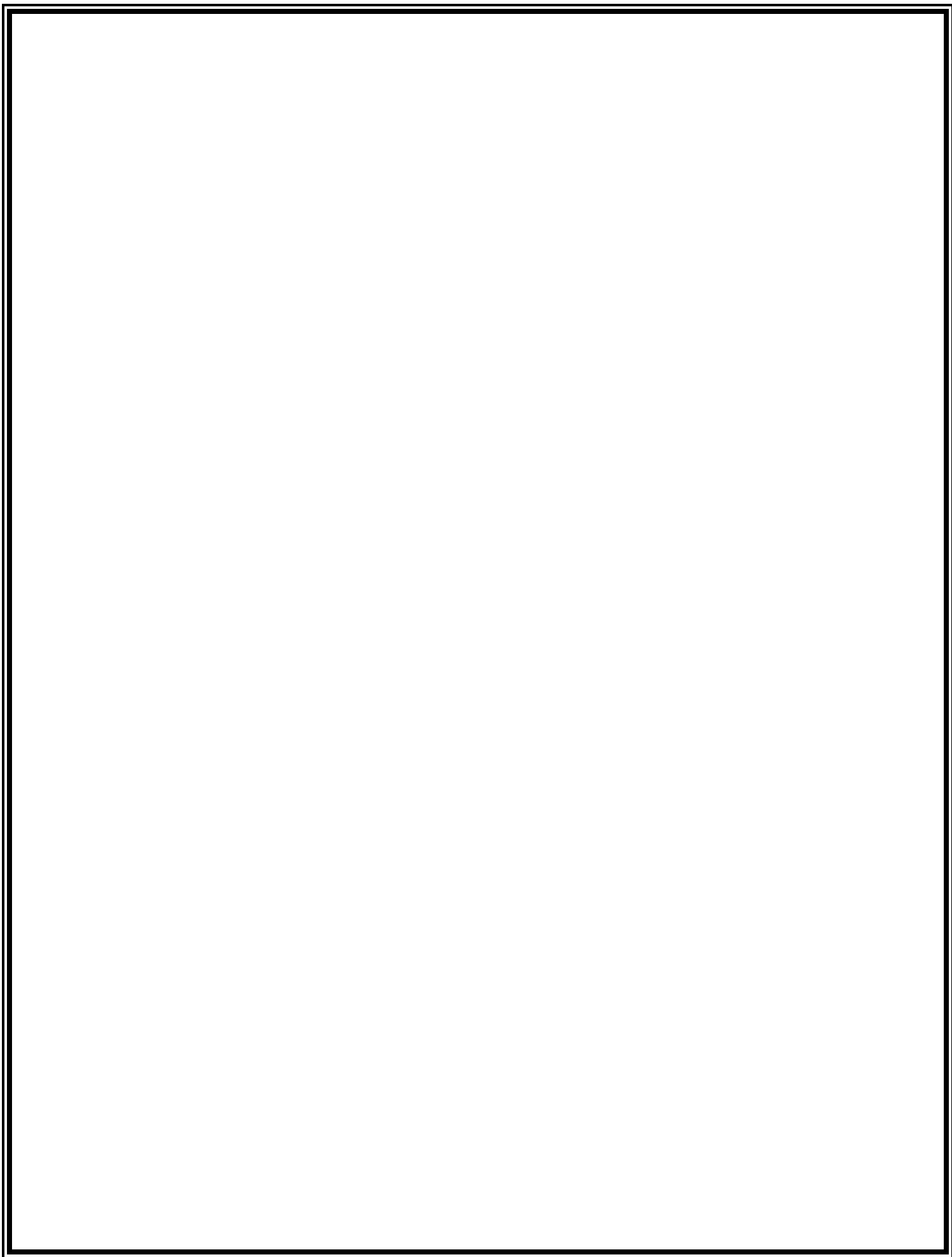
- PSAP times above national average

Improvement initiatives

ADDITIONAL RESOURCES

What are the resources required to perform the goals of the program or deliver the service? Include, for example, dollars, staffing (additional personnel and time allocation of existing personnel), equipment, supplies, support systems (GIS, wireless, record management system), and other tangible goods.

- 2022 Budget request will need cost to upgrade station alerting for pre alert system





Hutchinson Fire Department

3201 E 4th Avenue

Hutchinson, KS 67501



**AGENDA
ITEM #8B**

AGENDA ITEM

INFORMATION: Review of the Annual 2020 Youth Services Report. Youth Services 2020 data
(From and Issue) for Bob Johnson Youth Shelter, Juvenile Detention Center and the 27th Judicial District Juvenile Intake and Assessment programs will be discussed. The review will also focus on identified trends or concerns regarding juvenile intakes.

PRESENTED BY: Shelly Bredemeier, Interim Director of Youth Services

AGENDA DATE: March 9, 2021

BACKGROUND

ALL OPTIONS

RECOMMENDATION

FISCAL IMPACT N/A



RENO COUNTY YOUTH SERVICES

219 West Second Ave.
Hutchinson, Kansas 67501
(620) 694-2500
Fax: (620) 694-2504
TDD: Kansas Relay Center 1-800-766-3777

JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

Report to the County Commissioners

March 9, 2021

Reno County Youth Services is a Department of Reno County that operates a state-wide 20 bed youth shelter, a 19 bed regional juvenile detention center, and a juvenile intake and assessment office that conducts interviews with children on an “as needed” basis. The total number of staff employed by the department is 41.

Bob Johnsons Youth Shelter

This past year has been very different for the shelter staff and youth. In April, passes and visitations were suspended to reduce the spread of the virus. The number of incoming zoom visits and phone calls were increased so families could stay connected. Passes resumed early fall, only to be pulled once again in November, due to increasing Covid cases in Reno County. In recent weeks, visitations and passes have once again resumed. Appointments with Horizons Mental Health continued on zoom until just recently, with therapy sessions now being held in our facility.

As with the majority of school districts, school was completed remotely from mid-March through May. This was new to both staff and youth and was definitely a difficult process. However, staff were resilient, and the residents adjusted well. Students attending our in-house school were already set up on USD 308 laptops and they continued to complete their work in Odyssey ware. USD 308 teachers worked remotely and would relay information to our staff to pass on to the youth. The youth who were enrolled in public school received their work from their teachers through the school website, using a provided laptop. In August, all public-school students were issued a laptop to complete schoolwork. When the students were not on school campus, they attended class via the laptop from our facility. Currently, all schools are open, and youth, who are eligible to be enrolled in public school, are attending in person classes. Our USD 308 teachers returned in January and are currently teaching in person at our facility.

Our facility was hit hard by the virus early November. With the help of the Health Department, we began weekly testing of staff and youth and had over half our staff and 14 youth test positive in the months of November and December. In order to continue testing, we have partnered with Molecular Diagnostics Laboratory at Wichita State University. Our trained staff can conduct saliva Covid test on new incoming youth. These youth remain quarantined in their rooms until test results are received. Once the test kit is completed, we FedEx the kit overnight to WSU and receive diagnosis the following evening. Currently, the test kits, mailing package and diagnoses process are free under the Cares act. We continue to sanitize the shelter living areas and common surfaces each evening and twice during the day. Staff continue to wear masks, encourage youth to wash hands frequently and honor the six-foot distance protocol.

Reno County Juvenile Detention Center

In April, detention also suspended in person visitation and increased zoom sessions and phone calls for family contact. The majority of detention youth attend court via zoom, which we encourage, to limit exposure.

Detention school continued the same as it did before the pandemic with the only difference being teachers were working remotely. Detention staff set the youth up on their computers and USD 308 teachers worked remotely grading and providing the youth assignments to complete. Detention staff communicated with the teachers to assist the youth. USD 308 teachers returned to the facility in January and continue to teach in house to date.

During the weekly testing in November and December, there were no detention youth who tested positive and only 3 detention staff tested positive. New detention incoming youth are quarantined until the saliva Covid test results are received. The detention living areas and common surfaces are sanitized each evening and twice during the day. Staff continue to wear masks, encourage youth to wash hands frequently and honor the six-foot distance protocol.

27th Judicial District Juvenile Intake and Assessment

Due to the Covid virus, the operations of Intake and Assessment were altered. In March, all intakes were conducted over the phone rather than face to face. Law Enforcement continued to bring youth who were placed in Police Protective Custody or under an Order of Protected Custody for processing. Juvenile offenders who qualified for detention continued to be admitted to the Juvenile Detention Center.

In February, Intake and Assessment staff resumed completing intakes face to face. They continue to honor the 6-foot distance protocol and wear face masks while completing the intake.

The Intake and Assessment common surfaces and furniture continue to be sanitized every evening and throughout the day. All families who arrive for intakes are issued mask if they do not have one of their own.

Shelly Bredemeier

Interim Director of Youth Services

2020 Annual Report



Reno County Youth Services

**Juvenile
Intake & Assessment**

**Bob Johnson
Youth Shelter**

**Juvenile
Detention
Center**

2020 Employee of the Year ~ Fran Hostetler



Fran Hostetler, Juvenile Corrections Officer, was named the 2020 Reno County Youth Services “Employee of the Year” at a surprise reception held for her on February 24, 2021.

Fran was selected from the employees who were recognized during 2020 as “Employees of the Month” for Reno County Youth Services. Fran was the “Employee of the Month” for the month of November 2020.

Fran began her service with Reno County on September 9, 2013 as a Juvenile Corrections Officer.

EMPLOYEES TO BE RECOGNIZED

JANUARY ★ PAIGE CHAMBERLAIN

JULY ★ TREY SMITH

FEBRUARY ★ CINDY COOK

AUGUST ★ BRENT ROME

MARCH ★ BECKY TURLEY

SEPTEMBER ★ JULIE DIRKSEN

APRIL ★ GINNY MCQUEEN

OCTOBER ★ DICK WEGNER

MAY ★ ANGEL SCHROEDER

NOVEMBER ★ FRAN HOSTETLER

JUNE ★ PHILLIP WEST

DECEMBER ★ TAMMY CLINE

SHELTER DEMOGRAPHICS

	2020		2019		2018		2017		2016	
	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties
TOTAL ADMISSIONS	41	122	83	158	74	158	73	161	99	176
SEX	2020		2019		2018		2017		2016	
Male	14	45	28	64	34	86	36	78	49	90
Female	27	77	55	94	30	72	37	83	50	86
RACE	2020		2019		2018		2017		2016	
Caucasian/Non-Hispanic	26	82	58	98	44	99	44	97	67	118
African American	9	20	13	24	11	27	15	29	18	28
Caucasian/Hispanic	4	13	8	27	9	28	13	30	10	21
Native American	2	6	3	8	0	4	1	4	3	8
Asian	0	1	1	1	0	0	0	1	1	1
Other	0	0	0	0	0	0	0	0	0	0
AGE	2020		2019		2018		2017		2016	
10	2	2	5	5	1	5	7	8	3	5
11	1	3	9	12	7	11	7	12	8	11
12	2	3	11	20	7	12	6	14	10	15
13	7	20	7	17	5	11	17	26	12	27
14	8	28	12	21	11	24	8	23	20	33
15	7	20	16	34	12	34	5	25	14	26
16	10	30	17	32	15	45	11	25	18	33
17	4	16	6	17	6	16	12	28	14	26
PLACING AGENCY	2020		2019		2018		2017		2016	
Law Enforcement	32	54	68	102	53	93	60	103	83	111
Contractors	9	68	15	56	11	65	13	58	16	65
DISMISSAL DESTINATION	2020		2019		2018		2017		2016	
Home/Relative	23	38	40	66	39	65	45	64	53	68
Out of Home	9	27	35	49	15	24	18	31	16	26
Detention	0	13	4	33	9	64	7	49	20	72
Other	12	48	4	6	1	8	6	10	3	9

SHELTER PARENTAL SITUATION				
PARENTAL SITUATION	ADMISSIONS FROM RENO COUNTY	PERCENT OF RENO COUNTY ADMISSIONS	ADMISSIONS FROM ALL COUNTIES	PERCENT OF ALL ADMISSIONS
Two Biological Parents	4	10%	10	8%
Biological Mom & Stepdad	4	10%	16	13%
Biological Dad & Stepmom	4	10%	8	7%
One or Two Adoptive Parents	1	2%	9	7%
One Parent - Reason Unknown	6	15%	34	28%
One Parent - Due to Divorce	6	15%	12	10%
One Parent - Due to Death	2	5%	3	2%
One Parent - Other in Jail	2	5%	3	2%
One Step-Parent	0	0%	0	0%
No Parents - Living With Relatives	8	20%	12	10%
No Parents - Living In Placement	4	10%	15	12%
No Parents - Reason Unknown	0	0%	0	0%

SHELTER ADMISSIONS ~ CENSUS ~ AVERAGE STAY (DAYS)

COUNTY	ALL ADMITS	CENSUS	AVERAGE STAY	POLICE ADMITS	CENSUS	AVERAGE STAY	CUSTODY ADMITS	CENSUS	AVERAGE STAY
Reno	41	563	14	32	134	4	9	429	48
Barber	1	4	4	1	4	4	0	0	-
Barton	9	155	17	5	21	4	4	134	34
Bourbon	2	254	127	0	0	-	2	254	127
Butler	14	385	28	5	13	3	9	372	41
Cherokee	1	14	14	0	0	-	1	14	14
Clay	1	91	91	0	0	-	1	91	91
Coffey	1	52	52	0	0	-	1	52	52
Cowley	1	30	30	1	3	3	0	27	-
Crawford	1	13	13	0	0	-	1	13	13
Dickinson*	0	7	-	0	0	-	0	7	-
Edwards	2	128	64	0	0	-	2	128	64
Elk	1	14	14	0	0	-	1	14	14
Ellsworth	1	99	99	0	0	-	1	99	99
Ford	2	360	180	0	0	-	2	360	180
Franklin	1	38	38	0	0	-	1	38	38
Geary	5	319	64	2	8	4	3	311	104
Greenwood	1	103	103	0	0	-	1	103	103
Harper	1	4	4	1	4	4	0	0	-
Jewel	1	15	15	0	0	-	1	15	15
Kingman	1	27	27	0	0	-	1	27	27
Lincoln*	0	30	-	0	0	-	0	30	-
Logan	1	25	25	0	0	-	1	25	25
McPherson	2	71	36	0	0	-	2	71	36
Montgomery	2	110	55	0	0	-	2	110	55
Neosho	3	86	29	0	0	-	3	86	29
Phillips	1	72	72	0	0	-	1	72	72
Rice	1	3	3	1	3	3	0	0	-
Riley	3	19	6	2	10	5	1	9	9
Rooks	2	5	3	2	5	3	0	0	-
Russell	3	176	59	1	1	1	2	175	88
Saline	4	542	136	0	0	-	4	542	136
Sedgwick	5	256	51	0	0	-	5	256	51
Seward*	0	42	-	0	0	-	0	42	-
Sherman	3	26	9	0	0	-	3	26	9
Stafford*	0	1	-	0	0	-	0	1	-
Sumner	2	8	4	1	1	1	1	7	7
Thomas	1	198	198	0	0	-	1	198	198
Wyandotte	1	98	98	0	0	-	1	98	98
ALL COUNTIES	122	4443	36	54	207	4	68	4236	62

**SHELTER
ADMISSIONS
COMPARED
TO CENSUS**

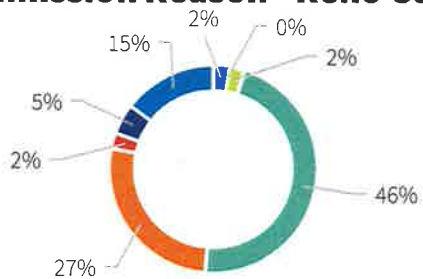
Years	Admits	Census	Average Stay
2017	161	6432	40
2018	158	6026	38
2019	158	4904	31
2020	122	4443	36

** 2019 admits with 2020 dismissals, meaning no intake number, but has census days

SHELTER ADMISSION REASON

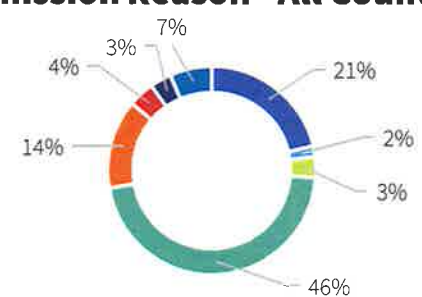
	2020		2019		2018		2017		2016	
	Reno County	All Counties	Reno	All Counties	Reno	All Counties	Reno	All Counties	Reno	All Counties
Runaway	1	26	7	21	9	31	8	22	9	35
Truancy	0	2	0	2	0	2	0	2	2	6
Ungovernable Behavior	1	4	9	26	7	21	12	28	19	37
Parent Unable To Care For	19	56	32	54	31	60	38	52	56	74
Physical Abuse	11	17	20	31	5	17	5	15	7	12
Sexual Abuse	1	5	4	8	1	2	5	9	0	2
Neglect	2	4	1	4	1	9	1	9	6	10
Other	6	8	10	12	10	24	4	24	0	0
Total Admissions	41	122	83	158	64	166	73	161	99	176

Admission Reason - Reno County



- Runaway
- Parent Unable To Care For
- Physical Abuse
- Sexual Abuse
- Neglect
- Other
- Truancy
- Ungovernable Behavior

Admission Reason - All Counties



- Runaway
- Parent Unable To Care For
- Physical Abuse
- Sexual Abuse
- Neglect
- Other
- Truancy
- Ungovernable Behavior

DETENTION DEMOGRAPHICS

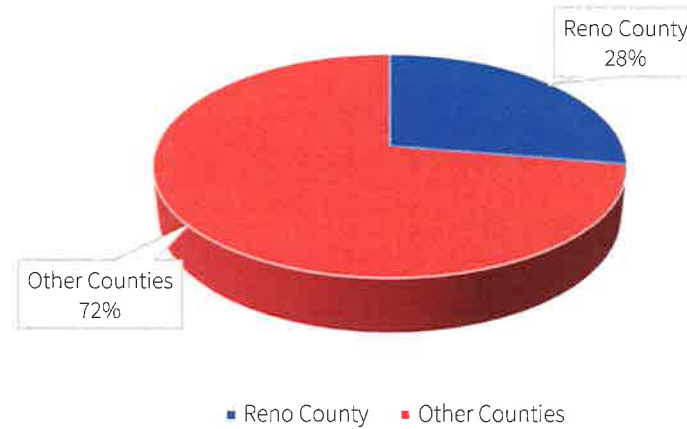
	2020		2019		2018		2017		2016	
	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties	Reno County	All Counties
TOTAL ADMISSIONS	60	218	69	299	77	326	95	326	152	376
SEX	2020		2019		2018		2017		2016	
Male	36	161	45	224	54	234	66	246	97	262
Female	24	57	24	75	23	92	29	80	55	114
RACE	2020		2019		2018		2017		2016	
Caucasian/Non-Hispanic	41	142	36	81	22	199	49	203	84	237
African American	10	30	8	43	14	44	24	47	31	61
Caucasian/Hispanic	7	35	20	63	41	81	20	63	36	72
Native American	2	10	5	8	0	1	2	11	1	5
Asian	0	1	0	3	0	1	0	0	0	0
Other	0	0	0	1	0	0	0	2	0	1
AGE	2020		2019		2018		2017		2016	
10	1	1	2	2	1	2	1	1	0	2
11	0	1	2	7	1	3	0	1	2	3
12	1	1	4	9	3	6	1	10	5	9
13	6	21	4	20	5	17	7	19	16	44
14	12	36	10	42	12	37	14	49	26	65
15	17	49	12	64	17	73	14	52	32	73
16	12	51	22	74	17	77	28	91	25	82
17	11	58	13	81	21	111	30	103	46	98
DISMISSAL DESTINATION	2020		2019		2018		2017		2016	
Home/Relative	27	88	47	101	44	97	55	120	86	143
Out of Home	10	41	8	47	7	28	18	63	40	100
Shelter	8	11	0	0	0	0	1	4	12	14
Court/Other	16	81	13	154	25	192	24	139	14	122

DETENTION PARENTAL SITUATION				
PARENTAL SITUATION	ADMISSIONS FROM RENO COUNTY	PERCENT OF RENO COUNTY ADMISSIONS	ADMISSIONS FROM ALL COUNTIES	PERCENT OF ALL ADMISSIONS
Two Biological Parents	3	5%	37	17%
Biological Mom & Stepdad	5	8%	24	11%
Biological Dad & Stepmom	9	15%	19	9%
One or Two Adoptive Parents	3	5%	10	5%
One Parent - Reason Unknown	16	27%	48	22%
One Parent - Due to Divorce	6	10%	22	10%
One Parent - Due to Death	1	2%	11	5%
One Parent - Other in Jail	0	0%	3	1%
One Step-Parent	0	0%	1	0%
No Parents - Living With Relatives	6	10%	17	8%
No Parents - Living In Placement	11	18%	26	12%
No Parents - Reason Unknown	0	0%	0	0%

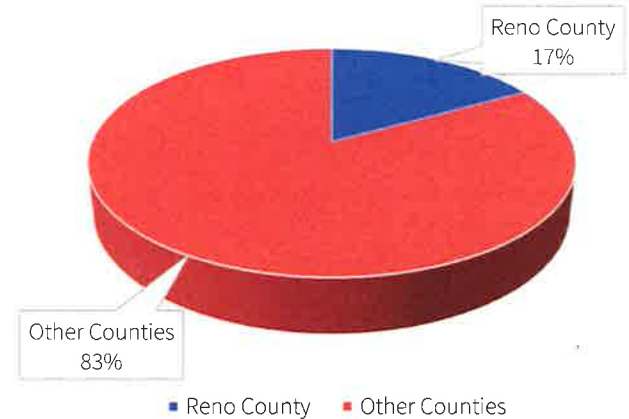
DETENTION ADMISSIONS ~ CENSUS ~ AVERAGE STAY (DAYS)

COUNTY	ALL ADMISSIONS	CENSUS	AVERAGE STAY	ADMISSION & CENSUS COMPARISON BY YEAR			
				Year	Admissions	Census	Average Stay
Reno	60	528	9				
Barber	1	4	4	2017	326	4012	12
Barton	21	326	16	2018	326	5657	17
Butler	21	321	15	2019	299	4933	16
Cowley	13	277	21	2020	218	3121	14
Crawford	1	5	5				
Edwards	2	5	3				
Elk	2	38	19				
Ellis	19	441	23				
Ellsworth	5	26	5				
Greenwood	2	22	11				
Harper	3	5	2				
Harvey	21	512	24				
Kingman	1	37	37				
Kiowa	1	1	1				
Logan	1	6	6				
McPherson	2	5	3				
Norton	1	3	3				
Osborne	1	24	24				
Pawnee	3	66	22				
Pratt	9	306	34				
Rawlins	1	17	17				
Rice	1	2	2				
Russell	5	15	3				
Sherman	3	17	6				
Stafford	1	1	1				
Sumner	14	104	7				
Thomas	3	7	2				
ALL COUNTIES	218	3121	14				

Reno County Proportion of Admissions 2020



Reno County Proportion of Census 2020



DETENTION ADMISSIONS BY OFFENSE (ALL COUNTIES)

Person Offenses					
	2016	2017	2018	2019	2020
Murder	0	0	0	0	4
Negligent Manslaughter	0	0	1	0	0
Rape	4	2	12	9	6
Sexual Offense	19	24	14	14	14
Robbery	1	2	8	8	4
Aggravated Assault	22	25	19	32	29
Criminal Threat	12	15	25	19	13
Assault/Battery	33	23	36	20	21
Burglary	14	18	12	18	5
Person Offense Totals	105	109	127	120	96

Non-Person Offenses					
	2016	2017	2018	2019	2020
Warrant	98	75	78	67	44
Weapon Violation	0	6	2	3	0
Larceny	25	19	16	16	3
Vandalism	12	14	9	18	10
Trespassing	0	1	1	0	0
Arson	3	7	4	5	0
Forgery	1	1	0	0	0
Stolen Property	2	0	1	2	3
Auto Theft	19	12	12	9	6
Shoplifting	0	3	0	0	0
Harboring Runaway	0	2	1	0	0
Fraud	0	0	1	0	0
Disorderly Conduct	16	15	14	5	17
Escape Detention	3	2	1	0	0
Other	4	3	0	8	17
Sanction House	22	23	14	14	2
Non-Person Totals	205	183	154	147	102

Traffic Offenses					
	2016	2017	2018	2019	2020
DUI	2	0	0	2	0
Leaving Scene/Accident	0	0	0	0	0
Reckless Driving	0	0	0	0	0
Driving w/o License	0	0	0	0	0
Driving While Suspended	0	0	0	0	0
Eluding Police	0	7	1	7	4
Other	0	0	0	0	0
Traffic Offense Totals	2	7	1	9	4

Drug/Alcohol Offenses					
	2016	2017	2018	2019	2020
Liquor Violation	1	0	0	0	0
Non-Narcotic Drug	0	0	1	2	9
Narcotic Drug	21	9	23	6	7
Drug/Alcohol Totals	22	9	24	8	16

Children In Need of Care					
	2016	2017	2018	2019	2020
Runaway	33	12	20	14	0
Ungovernable Behavior	5	5	0	0	0
Other	4	1	0	1	0
CINC Totals	42	18	20	15	0

TOTAL ADMISSIONS	2016	2017	2018	2019	2020
	376	326	326	299	218

DETENTION ADMISSIONS BY OFFENSE (RENO COUNTY)

Person Offenses					
	2016	2017	2018	2019	2020
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Rape	0	0	0	1	0
Sexual Offense	4	4	3	1	0
Robbery	0	1	0	2	0
Aggravated Assault	7	1	5	6	7
Criminal Threat	0	4	5	2	8
Assault/Battery	12	11	4	8	8
Burglary	3	6	3	4	0
Person Offense Totals	26	27	20	24	23

Non-Person Offenses					
	2016	2017	2018	2019	2020
Warrant	53	35	25	18	13
Weapon Violation	0	0	0	0	0
Larceny	5	4	5	1	2
Vandalism	6	3	1	4	2
Trespassing	0	0	0	0	0
Arson	0	1	1	1	0
Forgery	1	0	0	0	0
Stolen Property	1	0	0	0	0
Auto Theft	1	3	4	2	1
Shoplifting	0	0	0	0	0
Harboring Runaway	0	0	0	0	0
Fraud	0	0	0	0	0
Disorderly Conduct	9	5	5	3	15
Escape Detention	0	1	0	0	0
Other	12	0	0	2	2
Sanction House	10	9	4	8	0
Non-Person Totals	98	61	45	39	35

Traffic Offenses					
	2016	2017	2018	2019	2020
DUI	1	0	0	2	0
Leaving Scene/Accident	0	0	0	0	0
Reckless Driving	0	0	0	0	0
Driving w/o License	0	0	0	0	0
Driving While Suspended	0	0	0	0	0
Eluding Police	0	2	0	0	0
Other	0	0	0	0	0
Traffic Offense Totals	1	2	0	2	0

Drug/Alcohol Offenses					
	2016	2017	2018	2019	2020
Liquor Violation	0	0	0	0	0
Non-Narcotic Drug	0	0	0	0	1
Narcotic Drug	9	0	3	2	1
Drug/Alcohol Totals	9	0	3	2	2

Children In Need of Care					
	2016	2017	2018	2019	2020
Runaway	13	0	2	2	0
Unmanageable Behavior	3	4	0	0	0
Other	2	1	0	0	0
CINC Totals	18	5	2	2	0

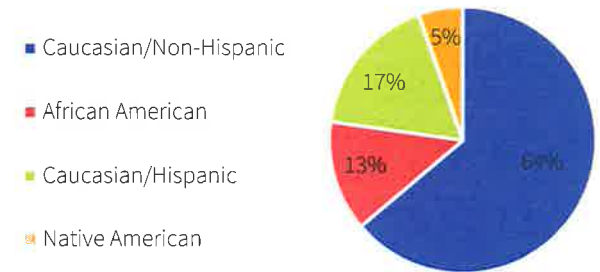
TOTAL ADMISSIONS	2016	2017	2018	2019	2020
	152	95	70	69	60

INTAKE & ASSESSMENT ADMISSION DEMOGRAPHICS

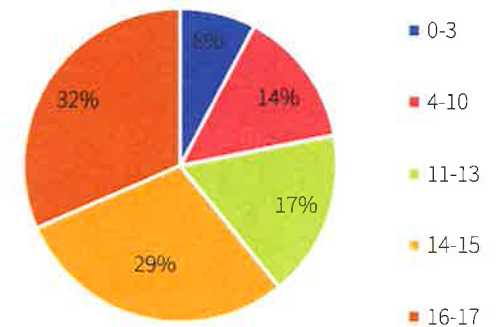
		2016	2017	2018	2019	2020
Sex	Male	436	469	443	442	301
	Female	325	304	302	308	238
Race	Caucasian/Non-Hispanic	457	479	504	468	344
	African American	132	140	117	110	72
	Caucasian/Hispanic	137	124	97	143	94
	Native American	28	24	18	22	29
	Asian	2	0	1	7	0
	Other	5	6	8	0	0
Age	Birth to 1 Year	18	32	31	40	17
	1 Year	5	10	15	13	9
	2 Years	7	11	13	13	10
	3 Years	8	17	11	16	6
	4 Years	14	10	13	10	8
	5 Years	16	9	13	10	10
	6 Years	11	15	7	12	9
	7 Years	24	12	13	8	15
	8 Years	23	26	24	11	5
	9 Years	24	26	28	18	9
	10 Years	15	26	21	28	20
	11 Years	35	33	25	34	19
	12 Years	47	28	37	57	19
	13 Years	62	76	47	67	55
	14 Years	86	85	99	72	78
	15 Years	109	95	120	109	80
	16 Years	116	127	110	110	88
17 Years	141	135	118	122	82	
Placing Agency	Hutchinson PD	554	539	558	553	379
	Reno SO	124	121	115	126	115
	Other Reno Co. LE's	58	80	53	60	36
	Walk-Ins	21	27	17	10	7
	Other	4	6	2	1	2
Resulting Placement	Bob Johnson Youth Shelter	108	109	92	93	86
	Juvenile Detention Center	155	88	84	75	62
	Emergency Shelter Homes	67	99	95	97	61
	Parent / Guardian / Relative	393	422	381	424	294
	DCF Foster Care / Other	38	55	93	61	36

2020 Data Analysis

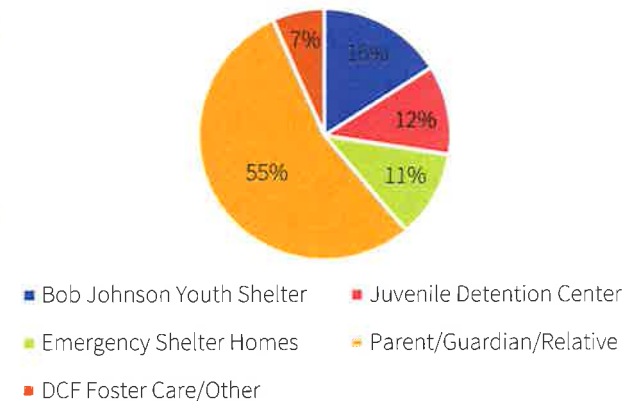
2020 Admissions By Race



2020 Admissions By Age



2020 Placement Results



INTAKE & ASSESSMENT ADMISSIONS BY OFFENSE

Person Offenses	2018	2019	2020
Murder	0	0	0
Manslaughter	0	0	0
Rape	2	2	0
Sexual Offense	4	2	2
Robbery	0	4	0
Agg. Assault/Agg. Battery	8	6	8
Assault/Battery	70	91	50
Burglary	8	9	1
Person Offense Totals	92	114	61

Non-Person Offenses	2018	2019	2020
Warrant	30	21	15
Weapon Violation	2	0	0
Larceny	40	46	31
Vandalism	22	30	25
Trespassing	3	6	9
Arson	4	2	0
Forgery	0	0	0
Stolen Property	4	0	1
Auto Theft	0	0	0
Harboring Runaway	0	0	0
Obstruction	4	11	14
Disorderly Conduct	29	15	10
*Curfew Violation	3	22	6
Other	16	30	20
Non-Person Offense Totals	157	183	131

Traffic Offenses	2018	2019	2020
DUI	3	1	2
Reckless Driving	0	0	0
Driving While Suspended	0	0	0
Illegal Use of DL	0	0	0
Other	0	0	0
Traffic Offense Totals	3	1	2

Drug/Alcohol Offenses	2018	2019	2020
Liquor Violation	26	53	27
Non-Narcotic Drug	54	53	47
Narcotic Drug	2	1	1
Drug/Alcohol Totals	82	107	75

* Within the City Limits of Hutchinson
 ** Outside the City Limits of Hutchinson

Children In Need of Care	2018	2019	2020
Runaway	125	80	90
Truancy	1	0	0
** Curfew Violation	2	0	0
Ungovernable Behavior	60	36	28
Physical Abuse	14	24	12
Sexual Abuse	2	12	8
Mental Abuse	0	1	0
Neglect	4	2	4
Abandonment	0	3	10
Unable To Care	141	120	74
Substandard Home	0	1	6
Protective Custody	45	46	28
Other	1	10	3
CINC Totals	395	335	263

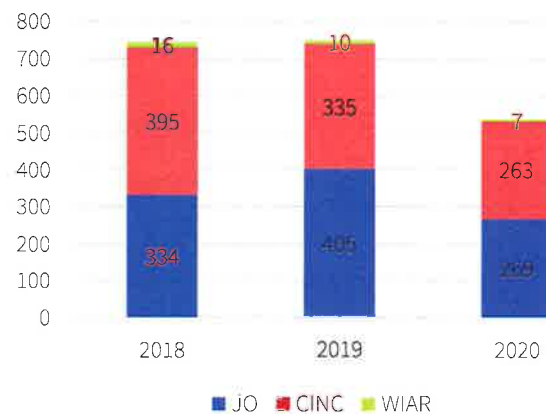
Walk-In At Risk	16	10	7
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TOTAL CINC ADMISSIONS (CINC + WIAR)	2018	2019	2020
	411	345	270

TOTAL JUVENILE OFFENSE ADMISSIONS	2018	2019	2020
	334	405	269

TOTAL OVERALL ADMISSIONS	2018	2019	2020
	745	750	539

Intake Admissions By Type
2018-2020



INTAKE & ASSESSMENT ADDITIONAL INFORMATION

Historical Characteristics	2016		2017		2018		2019		2020	
Prior Arrests	305	40%	276	36%	229	35%	248	33%	203	38%
One-Parent Family	422	55%	383	50%	312	48%	354	47%	268	50%
Suicide Attempt*	115	15%	139	18%	124	19%	135	18%	152	28%
Runaway*	272	36%	281	36%	262	40%	265	35%	242	45%
Gang Involvement	17	2%	10	1%	21	3%	19	3%	23	4%
Substance Abuse Treatment*	69	9%	47	6%	29	4%	21	3%	29	5%

* CURRENT AND/OR PREVIOUS

Educational Status	2016		2017		2018		2019		2020	
Suspension/Expulsion	418	55%	430	56%	392	53%	438	58%	310	58%
Individual Education Plan	183	24%	187	24%	167	22%	182	24%	114	21%
Not Attending	28	4%	46	6%	29	4%	37	5%	19	4%
Attendance Problems	256	34%	271	35%	235	32%	217	29%	183	34%
No School Problems	140	18%	94	12%	73	10%	87	12%	82	15%
Completed GED	4	1%	6	1%	4	1%	2	0%	0	0%

Substance Abuse	2016		2017		2018		2019		2020	
Alcohol	364	48%	376	49%	298	40%	343	46%	279	52%
Tobacco	287	38%	277	36%	263	35%	299	40%	270	50%
Marijuana	333	44%	347	45%	307	41%	321	43%	272	50%
Cocaine	23	3%	16	2%	25	3%	24	3%	20	4%
Inhalants	9	1%	3	0%	3	0%	1	0%	0	0%
Crack	3	0%	4	1%	0	0%	0	0%	1	0%
Heroin	6	1%	3	0%	1	0%	4	1%	4	1%
Methamphetamines	33	4%	30	4%	23	3%	19	3%	21	4%
LSD	14	2%	3	0%	7	1%	1	0%	12	2%
IV Drug Use	3	0%	2	0%	0	0%	1	0%	0	0%
Other	75	10%	81	10%	58	8%	37	5%	42	8%
No Use	321	42%	330	43%	278	37%	324	43%	193	36%



AGENDA ITEM

INFORMATION: Membership with Hutchinson/Reno County Chamber of Commerce

PRESENTED BY: Randy Partington, County Administrator

AGENDA DATE: March 9, 2021

BACKGROUND

At the January 30, 2021, county commission meeting, I was instructed to discuss with chamber staff members about Reno County becoming a member of the Hutchinson/Reno County Chamber of Commerce. Attached is a membership brochure listing the various levels of membership.

For membership comparisons, some of the smaller cities that are members have been a member for many years and are paying less than what the brochure lists as the entry level. The City of Hutchinson and Hutchinson Community College are at the Cornerstone level, which is between \$1,500 and \$3,999. The membership level and costs are based on the number of employees for a business. Reno County's cost to join as a Cornerstone member based on our employee count is \$2,775 (non-profit company calculation).

Other public entities (cities and schools) that are a member of the chamber, include the following.

- City of Buhler – Economic Development
- City of Hutchinson
- City of Pretty Prairie
- City of South Hutchinson
- Hutchinson Community College
- Haven Public Schools
- Hutchinson Public Schools
- Nickerson/South Hutchinson Public Schools
- Buhler Public Schools

ALL OPTIONS

1. Approve membership at the Cornerstone member level (\$2,775).
2. Approve membership at the \$1,500 base Cornerstone member level.
3. Discuss membership options at lower amounts, which are available.

RECOMMENDATION

It would be my recommendation that Reno County becomes a member at the \$2,775 level (option #1)

FISCAL IMPACT

The membership amount would be paid out of the general fund in the same line item that covers membership costs for the Kansas Association of Counties and National Association of Counties.



hutchchamber

HUTCHINSON/RENO COUNTY CHAMBER OF COMMERCE

connect. grow. play

TOP INVESTORS

ALLEN SAMUELS CHRYSLER-DODGE-JEEP-RAM • THE BRADBURY GROUP
ELITE REAL ESTATE & PROPERTY MANAGEMENT • FIRST NATIONAL BANK
HEARTLAND CREDIT UNION • HUTCHINSON CLINIC • HUTCHINSON REGIONAL MEDICAL CENTER • NEXTERA ENERGY
RCB BANK • COLLINS BUS CORPORATION • CRYSTAL BALLROOM AT THE BURT • DILLONS • KUHN KRAUSE
PEOPLES BANK & TRUST • PRAIRIESTAR HEALTH CENTER • SHIELD AGRICULTURAL EQUIPMENT
TYSON PREPARED FOODS • WALMART

MEMBERSHIP

JOIN US IN PROPELLING OUR COMMUNITY FORWARD

THE CHAMBER WORKS HARD FOR YOU AND YOUR BUSINESS

The voice of business and professionals in our region for over 100 years, the Chamber supports policies that foster a positive business climate through job creation and economic development. The Chamber also supports innovative ideas to educate, attract, and retain a quality workforce.



A not-for-profit membership organization, The Chamber provides the leadership to achieve a diverse balanced economy that enhances the quality of living and working in Reno County.

The Chamber is a bridge that links businesses, organizations and residents together with innovative programs that strengthen our long-term economic vitality, business success, job creation and quality of life.



DEBRA TEUFEL
President & CEO



MARCY KAUFFMAN
Vice President of Membership



OVATION

\$7,500+
MINIMUM ANNUAL
INVESTMENT

AS A TOP TIER INVESTOR IN THE CHAMBER, YOU SUPPORT OUR MISSION TO BUILD A BETTER COMMUNITY, CONNECT WITH OTHER LEADERS WHO ARE SETTING THE DIRECTION OF THE CHAMBER AND THE REGION.

STRATEGIC VISIBILITY & OPPORTUNITIES

- Permanent rotating logo on home page of our website linking to a Community Vibrancy Profile of your business
- Exclusive invitations to unique opportunities with local, state, and federal decision makers
- Additional businesses or branches (up to ten) listed in the online Chamber membership directory (\$3,000 value)
- Two additional Flash Passes (4 total) for access to all Membership Breakfasts and Luncheons (\$560 value)



**Exclusive access to our
President's Circle**



“Our partnership with the Chamber makes us stronger, and we encourage other area businesses to join the Chamber and invest in our community.”

Ken Johnson
President & CEO,
Hutchinson Regional
Healthcare System

Also includes **MOMENTUM**, **CORNERSTONE**, **BUILDER**, & **CONNECTOR** benefits



MOMENTUM

\$4,000+
MINIMUM ANNUAL
INVESTMENT

GAIN INSIGHT INTO THE INNER WORKINGS OF OUR REGION THROUGH CAREFULLY CRAFTED PROGRAMS THAT MAKE THE MOST OF YOUR TIME.

STRATEGIC VISIBILITY & OPPORTUNITIES

- Invitation to the annual Economic Development breakfast
- Invitation to Executive Council Breakfast and Open Forum
- Multiple Locations/Business in the online directory - up to SIX (\$1,800 value)
- One additional Flash Pass (2 total) for access to all Membership Breakfasts and Luncheons (\$280 value)
- Personal membership concierge to manage your extensive membership benefits
- Year-round online digital marketing package



“The Chamber has taken an active role in assisting our growth in the Hutchinson community, while providing terrific outreach opportunities for our companies to assist in improving the overall prosperity of Hutchinson and Reno County. ”

Angie Bergmeier, President, QueenBee Marketing
Mike Bergmeier, President, Shield Agricultural Equipment

Also includes **CORNERSTONE**, **BUILDER**, & **CONNECTOR** benefits

CORNERSTONE

\$1,500+
MINIMUM ANNUAL
INVESTMENT

PUT YOUR BUSINESS AMONG AN ELITE GROUP OF INVESTORS HELPING THE CHAMBER TO INVEST MORE INTO OUR MISSION.

STRATEGIC VISIBILITY & OPPORTUNITIES

- Exclusive annual evening with the Board of Directors
- Six-months online Digital Marketing Package (\$1,200 value)
- One Flash Pass for access to all Membership Breakfasts and Luncheons (\$140 value)
- Multiple Locations/Business in the online directory - up to THREE (\$900 value)



**TWO tickets to the
State of the City Breakfast**



“The chamber is an important voice for us at the local and state level regarding public policy issues.”

Doug Wright
President & CEO
Superior Boiler Works, Inc.

Also includes **BUILDER & CONNECTOR** benefits

BUILDER

\$650+
MINIMUM ANNUAL
INVESTMENT

PROMOTE YOUR BUSINESS GROWTH AND OUR REGION AS A BUSINESS DESTINATION.
BUILDER MEMBERS RECEIVE EVEN MORE EXPOSURE BUILT IN TO YOUR ANNUAL MEMBERSHIP.

ACCESS & SERVICES

- Three-months online Digital Marketing Package (\$600 value)
- Additional category listings (3 total) in the online membership directory (\$120 value)
- One additional location in the online membership directory (\$300 value)
- Insert your flyer into one Action Pak (\$125 value)



Business Card listing in the online business directory - spotlights your business and includes your logo or a photo (\$400 value)

Also includes **CONNECTOR** benefits



CONNECTOR *(LEGACY)*

THE HUTCHINSON/ RENO COUNTY CHAMBER IS AIMED AT IMPROVING ALL ASPECTS OF BUSINESS IN RENO COUNTY. BECOMING A MEMBER PROVIDES YOU NEW OPPORTUNITIES THROUGH CONNECTIONS AND RELATIONSHIPS

CONNECTING YOU TO OUR REGION

Being a member provides you access to:

- Member-only pricing to Lunch & Learns
- Member-only price to monthly Membership Breakfasts/Luncheons
- FREE attendance at monthly networking events including Business After Hours & First Friday Coffees
- FREE attendance to Chamber 2.0
- Business-to-Business (B2B) Networking
- Your Business Listed in our Online Directory
- Chamber Sponsorship Opportunities
- Online and In-Person Member Priority Business Referrals
- FREE Membership Updates in the Chamber Connect, our monthly e-newsletter
- FREE Facebook Updates
- Member-to-Member Benefits
- New Member recognition on Social Media Sites, e-newsletter, and quarterly Action Pak
- Complimentary Conference Room Usage

CONNECTOR (LEGACY) MEMBERS

Office/Retail Businesses - \$300 plus \$13.25 per employee

Base dues are calculated by legacy rates by industry.
Contact Chamber office for dues calculations of other industries.

CONNECTING BUSINESS IS WHAT WE DO

The Hutchinson/Reno County Chamber brings you innovative membership benefits and programs that make the most of your marketing dollar. We're here to help you connect, grow, and make an impact with your business success in mind.





AGENDA ITEM

INFORMATION: Reno County Annex Conference Room - Audio/Visual Proposal

PRESENTED BY: Randy Partington, County Administrator

AGENDA DATE: March 9, 2021

BACKGROUND

At the special commission meeting on January 30, 2021, I was directed to get with Mike Mathews (IS Director) and see what the cost would be for the Annex conference room being upgraded to host commission meetings. Attached is the cost proposal from McClelland, Inc. The proposal that they provided was based on viewing the room and determining what it would take to allow for audio/visual to be like the Public Works facility, while allowing for direct videoing to our current Tricaster system. The Tricaster equipment is what we use to video the commission meetings. McClelland has this equipment as an add-on. If the commission wants to have meetings at the Annex, we will be best served by purchasing the mobile Tricaster system. The overall cost estimate with the add-on is \$30,500.

At the last commission meeting, I gave the commission the proposed cost and that the item would be on a future agenda item. The commission directed me to meet with the departments located in the Annex to see if there was benefit from this upgrade for their use. In talking with each of the directors at the Annex, it was widely supported as a resource that each of them would use to some degree.

ALL OPTIONS

1. Approve the county administrator to sign a proposal with McClelland Inc. to add audio/visual equipment for \$30,500 that includes the mobile Tricaster system.
2. Approve a proposal with McClelland Inc. for \$20,000 to cover the cost of audio/visual at the Annex, without the Tricaster system.
3. Decline the proposal to improve audio/visual at the Annex.

RECOMMENDATION

Staff recommends option #1 if the county commission plans on holding commission meetings at the Annex. If the commission were not intending on having meetings at the Annex, option #2 would still be beneficial.

FISCAL IMPACT

Costs for this purchase would be made from the special equipment reserve fund, having no direct impact on the 2021 budget.



February 17th, 2021

#9031

Reno County, Kansas
206 W 1st Ave.
Hutchinson, KS 67501

Mike,

The following revision proposal outlines equipment and pricing for the installation of new audio and video components in the meeting room at the Reno Country Courthouse Annex building. Our design will see new equipment added to the room to work with the existing display in order to create a system capable of live-streaming events held in the space online, as well as provide support for remote meetings via soft-codec video conferencing platforms, such as Zoom or Teams.

We will install two DataVideo PTC140NDIW SDI/NDI High-Definition PTZ Video Cameras in the room. The PTC140s offer full pan, tilt, and zoom controls via web app or IR remote control, as well as the ability to capture video in full 1080p high-definition resolutions. The SDI output of the video cameras will connect to a BlackMagicDesign ATEM Mini 4-Input Video Switcher. The ATEM Mini will allow for switching between the two cameras in the room, as well as outputting video via USB 3.0 to a laptop for introducing audio and video to soft-codec video conferencing platforms, such as Zoom or Teams. This will also allow audio and video to be sent to live-streaming platforms, such as YouTube or Facebook Live, when connected to a computer via USB.

Audio in the room will be captured by four Biamp Parle TCM-X AVB Beamtracking Ceiling Microphones. These smart-microphones adjust sensitivity based on where speech is coming from in the room. These microphones will connect via a special AVB network switch to a Biamp TesiraFORTE-AVB-AI Digital Signal Processor. The digital signal processor will allow for processing of the microphones and audio from the video system in the room, while creating separate outputs for the video switcher and four in-ceiling loudspeakers that will reinforce the audio from video. Loudspeakers will be powered by a Biamp Tesira AMP-450BP.

Equipment will be housed in a Middle Atlantic 18-Space Rack Enclosure at a location in the room of your choosing. Equipment will be powered in the rack by a Juice Goose CQ1515 15-Amp Power Sequencer.

For video, a Crestron HDMD300CEW HDMI/VGA Wall Plate will be installed at the back of the room, and transmit video over network cable to a receiver located behind the existing display. A second HDMI wall plate will be installed under the display, connected to the same receiver. This will allow the receiver to auto-switch inputs as devices are connected for viewing on the existing display. Audio will also be extracted from this receiver, and connected to the digital signal processor for reinforcement in the room.

AV System

- 1 Biamp TesiraFORTE-AVB-VT Digital Signal Processor
- 4 Biamp Parle TCM-X AVB Beamtracking Ceiling Microphones
- 1 Biamp TEC-X 1000 Ethernet Wall Controller
- 1 Biamp TesiraCONNECT TC-5 5-Port AVB Switch
- 4 Biamp Desono C-IC6W 6-Inch Ceiling Loudspeaker
- 1 Biamp Tesira AMP-450BP POE 4-Channel Power Amplifier
- 2 DataVideo PTC140NDIW SDI/NDI HD PTZ Video Camera
- 1 BlackMagicDesign ATEM Mini 4-Input Video Switcher
- 1 Middle Atlantic RCS1824 18-Space Rack Enclosure
- 1 Middle Atlantic SS Sliding Rack Shelf
- 1 Juice Goose CQ-1515 15-Amp Power Sequencer
- 1 Crestron HDMD300CEW HDMI/VGA Wall Plate
- 1 Crestron MPWP152W HDMI Pass-Through Wall Plate

Price includes all hardware, wire, and labor for turnkey installation.

\$20,000.00

As an option, we are providing pricing for an add on to this system that will see the cameras become portable equipment, with a travel case to house and transport the cameras, and tripods for flexible setup. The cameras would connect via network cable to an owner furnished network switch, which you can configure to work at the facility you are using the equipment at, and a NewTek Tricaster Mini Advanced HD4 Broadcast Video System. The Tricaster would, as well, be treated as a portable piece of equipment, with a custom travel case included for storage and transport. The Tricaster offers additional benefits versus the stand-alone video switcher in the base proposal, including the ability to add titles and graphics. Pricing below reflects the removal of the BlackMagicDesign ATEM Video Switcher, but keeps the remaining elements in place for use as a stand alone audio conferencing system when the Tricaster is not in use in the room.

Option 1 - Tricaster Add-On

- 1 NewTek Tricaster Mini Advanced HD4 Broadcast Video System
- 1 NewTek Travel Case for Tricaster Mini
- 1 DataVideo HC800F Travel Case for PTC Series Cameras
- 2 PTC Camera Tripods
- 2 Asus ZenScreen GO 15.6" Full HD Portable Monitor w/HDMI

Price includes all hardware, wire, and labor for turnkey installation.

Please add \$10,500.00

* Pricing does not include sales tax or bonding. Tax will be added to your final invoice unless you provide a current KS tax exemption form.

** Assumes all electrical terminations, conduit, and pathways for wire are in place prior to installation by purchaser.

*** Pricing valid for 60 days from issuance of proposal.

If you have any questions, please feel free to call me at 316-265-8686.

Sincerely,

McCLELLAND INC.

A handwritten signature in black ink, appearing to read 'Zachary Light', with a large, sweeping initial 'Z'.

Zachary Light

Sections:**23-101 Purpose and Intent****23-102 Applicability****23-103 Definitions****23-104 Circumstances Requiring Application of the CWECS****23-105 Content of a Development Plan and Plan of Operation****23-106 Documents, Plans, Studies, Reports, Other Permits****23-107 Additional Required Topics to be Included in Submittals****23-108 Special Regulations Applicable for a Conditional Use Permit for a CWECS****23-109 Agreements and Requirements****23-110 Requirements for a Zoning Permit****23-111 Construction Requirements****23-101 Purpose and Intent:**

The purpose of this Article is to ensure a regulatory means of facilitating wind energy development of a Commercial Wind Energy Conversion System within the unincorporated portion of Reno County having zoning jurisdiction by providing reasonable requirements for the submittal of proposals for the establishment of a CWECS to provide adequate information to the officials of Reno County charged with the responsibility to review said proposals.

To the extent there are conflicts between the requirements of Article 23 and other provisions of the Reno County Zoning Regulations, it is intended that the requirements of Article 23 shall control the interpretation of the Zoning Regulations.

23-102 Applicability:

All CWECS development within this Article, as described herein, shall comply with the standards and procedures of this Article and those required for a Conditional Use Permit as stated in Articles 8 and 15. It shall be understood the "timeline" restrictions in Articles 8 and 15 are not applicable to a CWECS project because of the overall time for the development and construction.

Placement of a small Wind Energy Conversion System shall be permitted as an accessory use as defined in Article 9-102(4) and Article 9-103(4) of the Zoning Regulations.

Article 20-104(2) of the Zoning Regulations shall not be used to modify, adjust, or change any requirement under Article 23.

23-103 Definitions:

1. Commercial Wind Energy Conversion System means an electrical generating facility that operates by converting the kinetic energy of wind into electrical energy and is comprised of one or more turbines and accessory facilities, including but not limited to, ancillary operational meteorological towers, overhead and underground communication and electrical transmission lines, transformers, substations, roads, administrative and operations buildings, turbines, supervisory control and data acquisition (SCADA) facilities, and other associated facilities. The energy may be used on-site or distributed into the electrical grid. A CWECS is further defined as producing 100kW of electricity or greater.
2. Participating landowner means an individual, a group of individuals, a trust, or other entity owning real property who or which has signed a lease agreement with the owner or operator of a commercial

wind energy conversion system project for the placement of turbines, other project components on the real property, or otherwise agrees to participate in the wind energy project.

3. Non-participating landowner means an individual, group of individuals, a trust, or other entity owning real property who or which has not signed a lease agreement with the owner or operator of a commercial wind energy conversion system project for the placement of turbines or other project components on the real property.
4. Qualified third-party company means an independent individual or entity that is not owned by, operated by, or a subsidiary of the current owner or subsequent owners of a CWECS or a property owner within the project boundary, who is qualified to perform the required analysis and is agreed upon by the applicant and county commission.
5. A turbine means the total structural components used to convert the wind's kinetic energy into electrical energy.
6. The total height of the turbine means measuring from the elevation of the ground surface at the base of the turbine up to the height of the turbine measured at the highest point of the blade system during its rotation.
7. Accessory building shall have the same meaning as defined in Article 1-104(4) of the Zoning Regulations.
8. Principal building shall mean a primary residential structure. A principal residential structure shall not include a guest house or buildings whose purpose is to store equipment, commodities, or animals.

23-104 Circumstances Requiring Application of the CWECS Article:

The following circumstances require application of this Article and sets standards and procedures within the designated Article:

1. An application for a Conditional Use Permit for a CWECS; or
2. An application for a conditional use permit for an expansion of a CWECS beyond the area previously approved by a conditional use permit.
3. Each application for a conditional use permit shall include a written agreement by the Applicant to reimburse the County for all unusual and extraordinary expenses incurred by the County to process the application and conduct the public hearing.

23-105 Content of a Development Plan and Plan of Operation:

The information listed below shall be submitted with the conditional use permit application. It shall be the duty of the Zoning Administrator to determine when a conditional use permit application is complete and ready to schedule for a public hearing. All information listed below shall be submitted prior to the Planning Commission making a recommendation. The Planning Commission or Board of County Commissioners may require additional information not listed below.

1. A project map drawn at a scale of not less than 1" = 2,000' showing the additional information as outlined in this Article 23-105 including the following:

- A. All development plan requirements under Article 8-103 of the Zoning Regulations.
 - B. Project boundary and the total acreage.
 - C. The center point of each turbine and MET tower with Latitude/Longitude Coordinates.
 - D. The location of the operation and maintenance facility of the project or any other facility to serve the project.
 - E. The location of any temporary assembly areas or other areas used for the construction of the CWECS.
 - F. All public roads, access roads, and temporary access roads serving the project.
 - G. The project shall indicate compliance with all requirements contained in Article 23.
 - H. A secondary project map drawn at a scaled of not greater than 1" = 600' that shows each individual turbine site, and which also includes all other relevant information required by this Article.
 - I. Land identified as a special flood hazard area.
 - J. Land identified by the Kansas Department of Wildlife, Parks, and Tourism or U.S. Fish and Wildlife Service as a wetland, native vegetation area, wildlife habitat, or critical species habitat worthy of special consideration or protection.
 - K. All required setbacks and requirements around land uses as described in Article 23.
2. A general project introduction and plan of operation that describes the total number of proposed turbines, alternate turbine sites, total height of the turbines from the ground to the tip of the blade, meteorological towers, operation and maintenance facility, temporary construction sites, number of participating property owners, total acreage of the project, miles of new access roads, anticipated construction schedule, and other relevant information as deemed appropriate by the applicant or as required by county staff, the Planning Commission, or Board of County Commissioners.

23-106 Documents, Plans, Studies, Reports, Other Permits:

The information listed below shall be submitted with the conditional use permit application and used to evaluate compliance with the Zoning Regulations. The Planning Commission or Board of County Commissioners may require additional information not listed in Article 23-106 or conduct separate studies for the purpose of evaluating the proposed conditional use permit. Payment for the information cost may be negotiated in the Development Agreement.

- 1. Documentation acceptable to the County that the Applicant has signed lease agreements currently in effect to use the land in the manner requested. The Applicant may redact sensitive financial or confidential information.
- 2. List of adjacent property owners within the then current minimum zoning regulation requirement of the subject property boundary proposed to receive a turbine(s), MET tower(s), the operation and maintenance facility, or a temporary use associated with the project. The list of adjacent property owners shall be from the subject property boundary, not from the lease area. The list of adjacent

property owners shall be sent electronically, be in an Excel Spreadsheet format and contain the property owner's name, mailing address of the owner, physical address of the property, and parcel identification number (PIN).

3. An expected economic impact report to the County which assumes the proposed project is approved and constructed as proposed on the conditional use permit application. The report shall be prepared by an independent third-party company or four-year college institution.
4. An acoustic study prepared by an independent third-party company. The study shall include maps and charts that indicate the anticipated sound level expected at each principal building and explain the methodology used to compute the anticipated sound levels.
5. A shadow flicker study prepared by an independent third-party company. The study shall include maps and charts that indicate the anticipated amount of shadow flicker expected at each principal building and explains the methodology used to compute the anticipated shadow flicker. The study shall show the anticipated number of hours per year a principal building will receive shadow flicker, the time of day, and time of year.
6. A written document from the Kansas Department of Wildlife, Parks, and Tourism (KDWPT) or its successor indicating the applicant has contacted the agency regarding the proposed CWECS. The document should state KDWPT has been contacted by the applicant regarding the proposal and has reviewed or is currently reviewing the proposal for any concerns regarding the operations of KDWPT.
7. All setback, noise or shadow flicker waivers are to be executed by all owners of an affected parcel. All such waivers shall be notarized and submitted with the conditional use permit application.
8. A report shall be conducted by a third-party company on existing environment concerns and filed with the conditional use permit application. The report should include, but not be limited to, information regarding:
 - A. Wildlife habitats, native prairie grass, and vegetation information relevant to the project site.
 - B. An avian study to include all types of Eagles, Whooping Cranes, and other sensitive species as affected by the project. The plan should include a discussion on bird migration and the potential for bird strikes.
 - C. Flora - vegetation species, threatened species (officially listed), critical habitat and habitat conditions for such species relevant to the project site.
 - D. Fauna - species, habitat assessment, threatened species (officially listed), migratory species, critical habitat, and habitat conditions for such species.
 - E. Geo-conservation - sites of geo-conservation significance listed on the state or national database.
 - F. Special flood hazard areas and wetland areas identified on the FSA Wetland Map.

23-107 Additional Required Topics to be Included in Submittals:

In addition to the requirements of Article 8, an application for a CWECS project shall address specific issues related with the project that include, but are not limited to, the following:

1. In addition to strict conformance to all performance standards and development plan requirements as detailed in the Reno County Zoning Regulations, the development plan shall address the following:
 - A. The "boundary" of the project shall be the properties included within the "leased lands" on which the CWECS is proposed to be constructed. The specific siting of individual components of the CWECS, including turbines, supporting structures, and all other aspects which entail a complete CWECS as recognized within the industry, may be included conceptually within the development plan and are permitted to be moved and adjusted as necessary during the design and construction process without modifications to the approved development plan, so long as new lands are not added to the original "boundary" of the CWECS and the relocation conforms to all requirements of Article 23. Any relocation of individual components contrary to the approved site plan shall be identified on a revised site plan and submitted to the Public Works Department – Planning and Zoning Division for review and approval.
 - B. All setback designations herein, when referenced as 'total height', shall mean "Total Tip Height", which is the total height of the turbine measured at the highest point of the blade system during its rotation, or with respect to any other structure including a meteorological tower, its total height. All horizontal setbacks shall be measured from the center point of the turbine to the edge point from which the setback is required.
2. Setbacks:
 - A. No turbine shall be located closer than ~~2,000~~ 3,000 feet or ~~four~~ six times the height of the turbine whichever is greater from a participating or non-participating principal building. A principal building landowner may waive the setback requirement. No waiver shall result in a setback of less than the height of the turbine plus 50 feet.
 - B. No turbine shall be located closer than the total height of the turbine plus 50 feet from an accessory building, property line, or road right-of-way line.
 - C. A private airstrip is defined as a location that is registered with the Kansas Department of Transportation and Federal Aviation Administration, appears on aeronautical charts, and has a landing surface(es) which is/are maintained and capable of providing a safe landing for aircraft. All such requirements must be in effect at the time a conditional use permit application is accepted by the county staff as being complete.
 - D. Setbacks from a public airport and/or private airstrip shall be two (2) nautical miles, calculated as 12,160 feet, from the approach ends of the runway and then by 1.5 nautical miles, calculated as 9,120 feet from the upwind and downwind sides of the runway.
 - E. A private airport/private airstrip owner may waive the setback requirement for a parcel identified in Article 23-107(2)(~~E~~)(D). All other requirements in Article 23 shall be enforced.
 - F. No turbine may be located within any recorded easement. The applicant shall consult with the owner of an easement to eliminate any blanket easements on tracts of land and to establish a defined legal description for the easement.
 - G. Properties owned or managed by the Kansas Department of Wildlife, Parks, and Tourism (KDWPT) or any wildlife refuge owned or managed by the United States of America tend to concentrate wildlife to an area due to the habitat enhancements conducted on a property. These

lands are important wildlife migration corridors and migration staging areas. To avoid disruption of these areas, no turbine shall be located within three (3) miles of a parcel owned or managed by the Kansas Department of Wildlife, Parks, and Tourism or the United States of America. Compliance with all other setback requirements is required. ~~KDWPT or the United States of America may issue a waiver of this requirement for any parcel within the three-mile requirement.~~

- H. ~~In order to provide for an incorporated city to extend its corporate boundary and increase its tax base, a~~No turbine shall be located within one mile of an incorporated city boundary at the time a conditional use permit application is accepted by county staff as being complete. ~~A city's extra-territorial zoning jurisdiction (ETJ) is not recognized as a city's official corporate boundary.~~
- I. If during construction a turbine site is determined to be adversely impacted after discovered environmental or other factors legally preventing its use, the applicant shall have the right to relocate a turbine on the parcel. The relocated turbine shall still comply with all applicable requirements of Article 23 and all conditions of approval associated with the conditional use permit.

3. Noise:

- A. An acoustic assessment analysis and map prepared by a third-party company shall be required with a conditional use permit application. The acoustic study shall analyze the expected audible noise level on a one (1) hour continuous sound level in decibels (Leq) basis at each primary occupied residential structure within the project boundary and explain the methodology used to achieve the results of the study.
- B. To assist in minimizing noise generated by the turbine, the applicant ~~should consider using~~ shall use turbine blades that are equipped with Low Noise Trailing Edge (LNTE) technology and blade serrations or other available noise reduction technology.
- C. The maximum received sound level shall not be more than 45 decibels(dBA) one (1) hour Leq at every participating and non-participating principal building and be measured at the nearest wall of the principal building. A principal building shall not include an accessory structure or guest house as defined by the Reno County Zoning Regulations. [45 decibels during the day and 40 decibels during the night] (FOR FURTHER DISCUSSION).
- D. A participating or non-participating landowner may waive the decibel levels exceeding the requirements of this section.

4. Shadow Flicker:

- A. Shadow flicker analysis and map prepared by a third-party company shall be required with a conditional use permit application. The shadow flicker study shall analyze the expected annual number of hours and the specific times the shadow flicker is expected to occur at each principal building within the project boundary and explain the methodology used to achieve the results of the study.
- B. To minimize the effects of shadow flicker, the applicant shall utilize the data from the shadow flicker report to assist landowners in reducing the number of hours of shadow flicker to the

minimum requirement of the zoning regulations. The applicant and landowner shall collaborate and decide the best means to reducing the amount of shadow flicker.

- C. The maximum number of shadow flicker hours per year a participating or non-participating principal building shall receive is 30. [20 or 20 minutes per day. (FOR FURTHER DISCUSSION).
 - D. A participating or non-participating landowner may waive the shadow flicker limit requirement.
5. Communication Lines:
- A. Communication lines and power collection lines are to be installed underground in the area covered by the CUP with use of directional boring, horizontal drilling, micro-tunneling, vibrating plowing, narrow trench ditching and other techniques in the construction of facilities. Such processes are intended to result in the least amount of disruption and damage as possible to the surface soil and natural features. Said lines are to be located under or at the edge of turbine access roads. When conditions on-site are found to make installation of underground supporting lines impractical or infeasible, for example the presence of existing underground lines or pipelines that conflict with such type of construction, above ground transmission lines may be used only in public rights-of-way, easements or other legal documents dedicated for such purposes.
 - B. The applicant shall contact the Reno County Emergency Management Director to coordinate meetings with other local emergency service personnel to develop a plan to address any potential interruptions in 911 calls being blocked due to the construction of turbines. The applicant shall submit a written report detailing the plan to mitigate any potential interruption in services.
 - C. Any installation of above ground or below ground communication lines or power collection lines within a Special Flood Hazard Area will require a floodplain development permit.
6. Rotor Blades:
- A. The lowest point of the rotor blades shall be at least 50 feet above ground level at the base of each turbine.
 - B. Rotor blades shall be painted a non-reflective neutral color such as white or grey. The rotor blades shall be painted the same color as the turbine and nacelle.
 - C. Rotor blades shall not display company names, markings, or advertising logos.
7. Lubricants and Hazardous Materials:
- All lubricants and/or hazardous materials to be located on the premises in connection with the CWECS facility shall be kept and transported in accordance with all state and Federal regulations.
8. Lighting:
- A. Lighting of the turbines shall utilize the current Aircraft Detection Lighting System (ADLS) or other similar or advanced technology.

- B. Any other lighting requirements on the turbines shall comply with, but not exceed, the minimum FAA requirements.
 - C. White strobe lights on the turbines or any other aspect of the project are prohibited.
 - D. Lights associated with the operation and maintenance facility, or other aspects of the project shall be directed so as not to shine directly on any adjacent property line or public road.
 - E. Security and safety lighting shall be designed to shield the glare onto a property or public road.
9. Turbines and Nacelles:
- A. Structures for turbines shall be self-supporting tubular towers painted a neutral color such as a white or grey. The structure shall be painted the same color as the rotor blades.
 - B. Lattice structures or other types of design are prohibited.
 - C. A turbine and nacelle shall not display any advertising except for identification of the manufacturer. Any signs, flags, streamers, or similar items are prohibited. Other warning signs, placards, or required signs by a government agency are excluded from this prohibition.
 - D. To aid in preventing unauthorized climbing of the turbine, all ladder rungs or other potential climbing assistance objects shall be removed up to 15 feet above the ground surface.
 - E. Telecommunication antennas or other type of antennas used for transmission of radio signals not associated with a CWECS are prohibited.
10. Operation Requirements:
- A. The CWECS, and its associated facilities, shall not be operated so as to cause microwave, television, radio, telecommunication, or navigation interference contrary to Federal Communications Commission (FCC) regulations or other laws to occupied structures existing as of the date of the CUP approval. In the event the CWECS and its associated facilities or its operations cause such interference, the applicant shall take timely measures necessary to correct the problem.
 - B. Documentation shall be submitted by the applicant indicating compliance with minimum FCC Regulations.
11. Ice Throw:
- An ice throw analysis and map prepared by a third-party company shall be required with a conditional use permit application. The ice throw study shall analyze the conditions which may cause ice to be thrown off an in-motion turbine blade and toward an occupied structure within the project boundary. The study should explain the methodology used in evaluating the risk of damage to occupied principal buildings. Also included in the study should be the manufacturer's setback distances related to in-motion ice throws and the type of ice monitoring sensors and devices installed in each turbine and the potential maximum distance ice could be thrown from an in-motion turbine blade.

12. Soil Erosion, Sediment Control, Stormwater Runoff, and Wetlands:

The Applicant shall develop a Soil Erosion, Sediment Control and Stormwater Runoff Plan. The Plan shall address what type of erosion control measures will be implemented during each phase of the project. The Plan shall address the following concerns:

- A. Grading.
- B. Construction and drainage of access roads and turbine pads.
- C. Necessary soil information.
- D. Design features to maintain downstream water quality.
- E. Re-vegetation of disturbed area to ensure slope stability.
- F. Restoration of the site after temporary project activities have ended.
- G. Creation of a new wetland area that is equal to or greater than any wetland area that is filled in or destroyed.
- H. Disposal or storage of excavated materials.
- I. Protecting exposed soil.
- J. Stabilizing restored material and removal of silt fences or barriers when the area is stabilized.
- K. Maintenance of erosion control measures throughout the life of the project.

If required, the Applicant shall obtain an erosion control permit for the project from the Kansas Department of Health and Environment (KDHE). The approved erosion control permit shall be submitted prior to the issuance of a zoning permit. The measures listed above shall be the minimum required under the issued KDHE permit.

13. Special Flood Hazard Areas:

- A. If required, the Applicant shall obtain a floodplain development permit from the Kansas Department of Agriculture – Division of Water Resources, for any development identified as being located in a special flood hazard area. Such development could include, but not be limited to, the placement of a turbine, construction of a road, location of electrical lines under a stream, or location of a building.
- B. Prior to starting construction activities, the applicant shall obtain a local floodplain development permit for all construction in the special flood hazard area prior to the issuance of a zoning permit or for any portion of the project not requiring a zoning permit.
- C. To the extent feasible, the design of the CWECS project should have a minimal impact of land identified as within a special flood hazard area. It is expected of the applicant to locate all turbines and buildings out of the special flood hazard area so the project will have a minimum impact on the special flood hazard area.

23-108 Special Regulations Applicable for a Conditional Use Permit for a CWECS:

The timeline restrictions in Article 8 and Article 15 are not applicable to a CWECS project because of the overall length of time necessary for the development and construction of the project. With respect to a CWECS project approved after the adoption of this section:

1. For all Conditional Use Permits approved for a CWECS project, a zoning permit shall be applied for within two (2) years of the approved CUP. Approval of the CUP is effective (the “EFFECTIVE DATE”) when the County Commissioners’ Resolution approving the same is published in the official county newspaper. If construction of the project cannot be commenced within that two (2) year period, the applicant may obtain a single one-year extension upon the submission of a written report to the Board of County Commissioners describing the reason(s) for the delay and the plan for commencing construction within the one-year extension period. The one-year extension must be approved prior to the expiration of the original two-year period.
2. For all Conditional Use Permits approved for a CWECS project, such permit shall be permitted to continue, as-long-as all conditions placed on the permit are met. However, if the CWECS project construction has not commenced within two (2) years following approval of the CUP or any extension thereof as aforesaid, the CUP shall have expired, and the development plan is forfeited. In such event, the Applicant will not be permitted to pursue the Development Plan until a new application is submitted, a new public hearing held, and a new CUP is approved.

23-109 Agreements and Requirements:

Prior to the issuance of the zoning permits, the Applicant of the CWECS and the Board of County Commissioners shall enter into a Development Agreement with respect to the subject matters outlined below under such terms and conditions acceptable to the Board of County Commissioners. A Development Agreement shall be executed by the Applicant and the Board of County Commissioners within 120 days following the EFFECTIVE DATE or the CUP approval will have terminated at the discretion of the Board of County Commissioners. This list of agreements and specific requirements can be supplemented or removed by mutual agreement of both parties.

The following subject matters may be addressed, in the discretion of the County Commissioners, in a Development Agreement or series of Development Agreements and shall not be considered exclusive of all such matters:

1. A Road Maintenance, Repair, and Replacement Agreement.

The Road Maintenance Agreement may include, but shall not be limited to, such topics as:

- A. Designation of the public roads used for transportation routes for construction and maintenance of the CWECS shall be included within the mandatory Road Maintenance Agreement specified in these Regulations.
- B. The applicant shall receive an Oversized/Overweight permit from the Reno County Public Works Department for transporting CWECS components that are over the legal weight, width, or length limit. A proposed route shall be submitted on the Oversized/Overweight Permit for transportation routes by the applicant. The transportation route shall be approved by the Public Works Department by signature on the permit form.

- C. Applicant shall construct the smallest number of turbine access roads as reasonably feasible. Access roads shall be low profile roads so farming equipment can cross them. Where an access road crosses a stream or drainageway, it shall be designed and constructed so runoff from the upper portions of the watershed can readily flow to the lower portion of the watershed. Where an access road crosses a stream or drainage way identified as a Special Flood Hazard Area, the applicant shall obtain a floodplain development permit from the state and county.
2. A Decommissioning Agreement with the Board of County Commissioners pertaining to CWECS improvements.

The Decommission Agreement may include, but shall not be limited to, such topics as:

- A. Removal of the turbine and nacelle.
- B. Removal of a portion of the concrete base down to a minimum of four feet below ground surface.
- C. Replacing the two bottom feet with subsoil composed of sand, silt, and clay materials and the top two feet with topsoil suitable for agriculture purposes.
- D. Removal of access roads.
- E. Re-seeding of disturbed areas.
- F. Timeline for removal.
- G. Removal of electrical equipment.
- H. Recognition of a landowner's right to request access roads be left intact.
- I. Recognition of a landowner's right to be satisfied with the decommission efforts of the applicant or a hired contractor.
- J. ~~A discussion of~~ Additional circumstances which may require the decommissioning of a turbine(s).

3. An Indemnification Agreement:

An Indemnification Agreement with the County throughout the life of the project and a policy of general liability insurance with policy limits satisfactory to the Board of County Commissioners which identifies the County as an additional insured.

4. A Dispute and Mitigation Agreement:

A Dispute and Mitigation Agreement procedure and resolution process by which the Developer shall address complaints by landowners or other affected parties regarding the project from construction to operation and throughout the life of the project.

5. A Bird Strike and Reporting Agreement:

A Bird Strike and Reporting Agreement may be established and include an annual report submitted to the County Commissioners indicating all reported bird strikes related to the project.

6. Professional Certification Agreement:

A written certification by a licensed and qualified professional engineer, approved by the County, that each turbine location complies with all setback requirements.

7. A Payment In lieu of Tax Agreement (PILOT):

An agreement which adequately compensates the County for governmental services provided in the project boundary during a ten-year period of tax exemption.

8. Fire Safety, ~~and~~ Rescue, and Hazardous Material Plan:

The Plan shall be reviewed by the Emergency Management Director. Within the Plan, the applicant shall identify the potential fire risk associated with the project, including both prescribed burning and non-prescribed burning (natural or accidental). The Plan shall address fire within the project boundary, fire escaping from the site, and the effects of a fire originating from outside the site. The plan shall demonstrate how the CWECS ~~and~~ equipment, environment, and private properties are protected from fire and hazardous materials.

9. Surety Agreement:

The applicant shall provide appropriate surety for the life of the project satisfactory to the Board of County Commissioners.

10. **Transfer of Ownership:**

If ownership of the CWECS is transferred from the CWECS Applicant identified in the original permitting documents to any entity, the new owner shall be responsible and accountable for the terms and conditions of the approved Conditional Use Permit, the Development Agreement, other applicable agreements, the zoning permit requirements, and all applicable requirements of the Zoning and Subdivision Regulations. Notice of such transfer and acknowledgement by the new owner of compliance obligations shall be provided to the Zoning Administrator and the Board of County Commissioners.

23-110 Requirements for Zoning Permit:

If applicable, the following requirements shall be met to obtain a zoning permit from the County:

1. No zoning permit application shall be accepted by the County until all required agreements listed under Article 23-109 between the Applicant and the County have been properly executed by the Applicant and the County.
2. A zoning permit shall be required for the construction of each turbine and building within the approved CWECS accompanied by the payment of all fees as established by the County. Construction shall be permitted to begin as outlined in the Development Agreement.

3. A Stormwater Pollution Prevention Plan (SWPP) and NPDES permit from the Kansas Department of Health and Environment shall be finalized and submitted prior to the issuance of a zoning permit and the start of construction.
4. Filing and maintaining a current FAA Determination of No-Hazard to Air Navigation document verifying each turbine, when constructed according to the approved development plan, will not constitute a hazard to aircraft.
5. Oversized/overweight permit from the Public Works Department.
6. Wastewater and well permits from the Health Department.
7. U.S. Army Corps of Engineers Section 404 permit.
8. Kansas Department of Agriculture – Division of Water Resources stream obstruction and floodplain fill permit.
9. The application for a zoning permit shall include, but not be limited to, a site plan showing the following information:
 - A. The location of the structure or turbine and any other onsite facilities such as a control room or transformer on a survey prepared by a registered land surveyor showing the distance from the property lines. The floodplain boundary (where applicable) should also be located on the survey. The survey showing the turbine location submitted with the CUP application may be used provided the location of the turbine has not been re-located from the approved development plan.
 - B. The turbine number and megawatt capacity.
 - C. The location of above ground and below ground transmission lines.
 - D. The location of the interior access road.
 - E. An outline of any proposed site preparation activities involving removal of vegetation, excavation of soil, locations of soil stockpile, and restoration plans for the site after construction concludes.
 - F. The approved state and local floodplain development permits (where applicable).

23-111 Construction Requirements:

1. The CWECS Applicant shall inform all employees, contractors and others involved in the construction of the CWECS project of the terms and conditions of the approved Conditional Use Permit. Violations of the conditions associated with the Conditional Use Permit are the responsibility of the CWECS Applicant, not the landowner.
2. The County retains the authority to enter into a contract with a structural engineering firm licensed by the State of Kansas Board of Technical Professions to offer engineering services to the County as defined by the Development Agreement. Documentation regarding each approved permit or inspection shall be filed with the Zoning Administrator. Payment for the costs incurred by the County from the engineering firm shall be negotiated through the Development Agreement.

3. Confirmation from an engineering company the turbines comply with the development plan, the zoning regulations, and the conditions associated with the approved Conditional Use Permit.
4. Prior to the start of, and continuously throughout construction and site restoration, the CWECS Applicant shall designate a field representative responsible for overseeing compliance with the conditions of the CUP. The field representative shall be accessible by telephone and email as needed by the Zoning Administrator or his designee. The field representative shall provide an address, phone number, and emergency phone number to the Zoning Administrator. The CWECS Applicant shall notify the Zoning Administrator should a change be made in the field representative.
5. Any off-site construction needs outside of the permitted CWECS Conditional Use Permit shall comply with all applicable Zoning and Subdivision Regulations.
6. The CWECS Applicant, or its construction company, shall disturb or clear a site only to the extent necessary to assure suitable access for construction, safe operation, and maintenance of the CWECS. The contractor shall minimize the removal of trees and shall not remove groves of trees or hedgerows (shelter belts) without approval of the affected landowner. During site clearance and construction, silt fences and other temporary erosion controls, as required by the KDHE erosion control permit, shall be installed and left in place until new vegetation covers the ground around the turbines.
7. Cleanup:

The CWECS Applicant, or its construction company, shall remove all waste, scrap, and temporary erosion control measures that are the product of construction, operation, restoration, and maintenance from the site and properly dispose of it upon completion of each turbine.
8. Operation & Maintenance:

The CWECS Applicant shall file the following information with the Zoning Administrator:
 - A. Operation and maintenance requirements (including the frequency of maintenance activities) for the turbines and transmission lines.
 - B. The required width of transmission line easements and any necessary restrictions on land use development, buildings, and access within the easement.
 - C. Any restrictions on participating property owner land uses, height of buildings, or location of building.



AGENDA ITEM #9A

120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

Monthly Report for February 2021

Submitted by

Barbara Lilyhorn

Director- Department of Aging and Public Transportation

Staff

The 2 new bus drivers hired in late December and early January have completed training and are out on routes and paratransit. We feel that both are good hires and doing a good job.

Rcat Dispatcher Carol Thomas lost her husband at the end of January – Carol was out on leave due to COVID 19 and with her husband’s terminal illness. She returned to work in mid-February.

Budget

The Department of Aging and the Department of Public Transportation have spent 14% and 9% respectively of the Department budgets – a composite total of 10% of the entire 002 budget as of 2-27-21. Rcat continues to have eligible grant expenditures reimbursed at 100%.

Challenges

The pandemic continues to overshadow all aspects of the work in each department.

The extreme cold in February has been a hardship on passengers using the Fixed Routes.

Bright Spots

Rcat returned to full schedule on February 16 – we are operating 4 Fixed Route Buses and running all 5 routes. Three routes run hourly and one bus runs 2 routes on an alternating basis. Hours are from 7 a.m. – 6 p.m. It is good to be back to full staff and we feel we have made it through the worst of the COVID19 threat to staff for this season. The Health Department determined our staff as critical workers and were eligible for COVID19 vaccinations in the first tier. 14 out of 25 people accepted the vaccination and 2 more will receive it when it is safe for them to do so, as they each had COVID19 and had the infusion treatment.



120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

The Department of Aging is assisting the Health Department in registering older citizens through the online portal for COVID19 vaccinations. The Health Department sends lists of people who have called and need computer assistance. Department of Aging staff call each person and perform the intake registration. To date we have assisted 104 people.

The Health Department requested Rcat's assistance in providing rides to people needing transportation to the POD site. To date we have been successful in blending those rides onto the Paratransit schedule, however we at some point we may need to dedicate a vehicle to provide rides. Rcat is also operating a van with an Rcat driver to shuttle people from their cars to the entrance of the building and safely back again. The FTA and KDOT have encouraged transits to assist with vaccination distribution, and as a result of Rcat's participation – Rcat will be featured in the March KDOT internal newsletter.

I was asked to participate in a new Rural Transportation Assistance Program featuring monthly Peer to Peer Podcasts on topics that KDOT selects. I provided a five-minute talk on Rcat's involvement and response to the COVID19 pandemic.



RENO COUNTY
125 West First Ave.
Hutchinson, Kansas 67501
Phone: (620) 694-2920
Fax: (620) 694-2987

February 23th,2021

APPRAISERS OFFICE
COMMISSIONERS MONTHLY REPORT

- As of the end of February the Appraisers Office will have spent approximately 13% of its year-to-date budget with the majority if it being payroll. The remaining expenses were primarily regular monthly expenses.

- **ONGOING PROJECTS:**

- *Personal Property Department

- As of now we have had 2668 of the 5890 Personal Property Worksheets returned to the office from taxpayers.
 - Taxpayers have until March 15th to return their signed Worksheets to the Appraisers Office to avoid a State Statute Mandatory Filing Penalty.
 - The Personal Property Department is wrapping up the 4th Quarter reports and adding any taxable personal property newly purchased to the tax roll for the tax year 2021.
 - The personal Property Department is currently getting ready to value Oil & Gas Leases, these renditions are due in the office by April 1st.
 - The Personal Property Department is handling any delinquent tax questions regarding the delinquent sheriff warrants that were mailed on 2/12/2021.

- *Residential Real Estate Department

- The Residential Field Staff completed the 2021 Final Review process and the Change of Value file has been sent to the mailing company to be mailed on March 1st.
 - Residential Staff is in the process of bringing the Sales Files up to date.
 - They are also working on 3 other projects from our conversion to MVP (Multiple Valuation Platform) this last year.
 - The Staff will be starting Informal Meetings mid-March and putting together Building Permits once those projects are completed.

:

***Commercial Property Department**

- The Commercial Staff is receiving and reviewing Annual Claims for Exemptions from taxpayers that are due in the Office per State Statute by March 1st.
- The Staff is holding Payment Under Protest hearings for the 2020 tax year.
- Staff has started the 17% Re-inspection cycle for the 2022 tax year.
- They are updating the MVP components in the Valuation System.



120 W. Avenue B, Hutchinson, KS 67501
 620-694-2585
 Fax: 620-694-2767

Budget YTD Summary

At the end of February, we have used 15% of our overall budget. This amounts to \$23,511 out of the overall budget of \$154,752.

Projects/ Issues

No major projects are planned other than routine. Reno County has been somewhat of test subject for our 2020 Hybrid Police Interceptors. Data has been provided to Derby and Goddard as their police departments have been looking into purchasing hybrids. Below is the information I provided to Goddard.

2020 INTERCEPTOR UTILITY FUEL COMPARISON (90 DAYS)

Platform	Unit #	MPG	Cost Per Mile	Total Miles	Total Hours	Idle Hours
3.3 Standard	425	15.581	0.134	32395	2182	1481
3.3 Standard	431	13.424	0.189	17136	859	547
3.3 Standard	439	13.674	0.16	20748	1495	1048
3.3 Standard	440	12.399	0.185	19496	1485	NA
Average		13.769	0.167			

Platform	Unit #	MPG	Cost Per Mile	Total Miles	Total Hours	Idle Hours
3.3 Hybrid	427	17.273	0.123	15584	242	41
3.3 Hybrid	432	17.205	0.118	17210	358	75
3.3 Hybrid	438	15.674	0.132	16150	339	101
3.3 Hybrid	441	16.32	0.126	19537	356	71
Average		16.618	0.125			



120 W. Avenue B, Hutchinson, KS 67501

620-694-2585

Fax: 620-694-2767



Donna Patton
County Clerk

RENO COUNTY
125 West 1st Ave.
Hutchinson, Kansas 67501
(620) 694-2934
Fax: (620) 694-2534
TDD: Kansas Relay Center 1-800-766-3777

Clerk/Election Monthly Report for February

In the Election's Office, we are sending out notices to board workers to see if they are willing to work the City/School Elections in August and November and to polling locations to see if the sites are still available for us to use. We still have some cleanup in our election room and cleanup with the voter registration roll that we are still working on.

In the Clerk's Office, we are working with our vendor to get the information to print on budget information worksheets in case SB 13 passes because we will have to show the revenue neutral rate for every taxing entity.

By the end of January, 15% of the year-to-date budget in the Clerk's Office was used and 20% in the Election's Office with most of the Clerk's Office used for payroll. The election budget expenses went up because we paid our maintenance fee for our election equipment.

February was a usual month with organizing and clean up being the main focus.

Donna Patton



COMMUNITY CORRECTIONS

115 West 1st
Hutchinson, Ks. 67501
Phone 620-665-7042
Fax 620-662-8613

Commission Update

February 2021

Staffing

Gary McVey passed away on February 5, 2021. Gary had worked for Community Corrections as a stand-by transporter since April 19, 2017 and was a valued member of our team. He was always flexible with transporting clients to treatment with short notice, he always had a positive attitude and a willingness to work or take on extra tasks. Gary didn't just do this job for the pay but saw it as an opportunity to be active, help those in need, and give back to the community. He will certainly be missed by his co-workers.

This stand-by male transporter position is currently open. This position is important and allows the agency to run more efficiently by freeing up officers' time. The person filling this role transports men to inpatient substance use disorder treatment facilities across Kansas. The men served don't have the resources or positive people in their lives to help them get to treatment.

Projects / Concerns

Officers and supervisors completed training on gender-responsivity, trauma informed care, and the Womens Risk Needs Assessment, WRNA, in the Fall of 2020. This Spring and early Summer we will be doing training on a new State-wide documentation system called Athena. Athena is being developed by Microsoft and paid for by the Kansas Department of Corrections. The new system will be replacing three previously used systems with the goal of sharing information. A person could be tracked from the juvenile system through the adult system to include Community Corrections, prisons, and State Parole. Officers will be able to see prior assessments, case plans, and interventions or programs in which the person was engaged.

Three new assessments need to be in place and ready for use starting July 1, 2021. Staff have completed the WRNA training and its prerequisites which will be used with women. The Level of Service-Case Management Inventory will be used to assess men. This assessment is the latest version of the Level of Service Inventory-Revised which we currently use with both men and women. Staff who supervise juveniles will need to complete the Youth Level of Service 2.0 training as well. The latter two trainings should not be extensive since the assessments are upgrades from the currently used assessments rather than a totally new assessment.

Budget

We should receive the adult planning allocation amount for State Fiscal year 2022 soon. At this point we've been told to expect flat funding from this current year. Funding for the juvenile program is also expected to be the same as this year. We are currently on target with expenses with about one third of the fiscal year remaining.

Communications Monthly Report- February 2021

Major Projects:

- Sponsorship of Chamber Breakfast- Feb. 17. We gave a 12-minute update on County Projects.
- Communications for Health Department:
 - Phase Updates on Social Media and Website, added Spanish to graphics, pages (ongoing), situation reports
 - Media/ad buying schedule and graphics for February- Billboards, newspapers (Hutch News and rural Messenger), radio (Eagle and Ad Astra), and digital banners. Creatives for each to run through March, will switch out all when we transition to Phase 2B and 2C.
 - Press Releases: 7 sent out covering Health Order and vaccination efforts
- Other events covered:
 - Landfill 5 years accident free (photos, social, web)
 - Youth Services Employee of the year (photos, video, social)
 - Youth Services Donation (photos, video, social)
- General website updates and social media postings for all County departments
- Videos:
 - Highlighted the Board of Commissioners
 - Introduction video of each Commissioner plus 1 longer overview video
 - Started filming for Drug Court 10th Anniversary video to be completed in March
 - Completed service award videos – 1 photos/slideshow 2:20 minutes, 1 video 29:43 minutes to be sent out on Employee Appreciation Day- March 5th
- HR jobs- promoting via social (linked in jobs, Facebook jobs, social posts)
- Social Media:
 - Followers/posts:
 - Facebook Reno Co.: 2,372 (+62), 21 posts
 - Facebook EMA: 10,268 (+6), 16 posts
 - Twitter: 746 (+5), 21 tweets
 - Top Post Reno Co. Facebook page: Pre-registration link/info for Feb. 5th clinic
 - 11.7K reach, 1,654 post clicks, 127 link clicks, 104 shares
 - Top Post Emergency Management Facebook page: Pre-registration link/info for Feb. 5th clinic
 - 3.5K reach, 477 post clicks, 35 link clicks, 31 shares
 - Top post Reno County Twitter: Feb. 5th clinic Full- 341 impressions, 16 engagements

Issues: No issues to report

Overview: February was a busy month promoting the Health Department POD's. We have started translating materials to Spanish and creating a more accessible website and materials. I intend to focus more on this in March and find additional ways to reach underserved areas in our community. All three Commissioners were interviewed, and meetings were filmed to create an overview video. The Service Awards were wrapped up and videos will be sent to all employees for Employee Appreciation Day. I have been collaborating with Community Corrections to create a video celebrating their 10th Anniversary. For March spotlight, the Human Resource Department will be highlighted.

DISTRICT ATTORNEY

Thomas R. Stanton

DEPUTY DISTRICT ATTORNEY

Andrew R. Davidson

**SENIOR ASSISTANT
DISTRICT ATTORNEY**

Kimberly A. Rodebaugh

ASSISTANT DISTRICT ATTORNEYS

Natasha Esau

Valerie D. Hansen

Jennifer L. Harper

Sierra M. Logan

OFFICE OF THE

RENO COUNTY

DISTRICT ATTORNEY

The 27th Judicial District of Kansas

206 West First Avenue, 5th Floor

Hutchinson, KS 67501-5245

TELEPHONE: (620) 694-2715

FAX: (620) 694-2711

Victim-Witness Service

(620) 694-2773

Investigator Daniel Nowlan

(620) 694-2765

FEBRUARY 2021 BOCC UPDATE

March 1st, 2021

Staffing changes or issues:

As of January 2021, the Reno County District Attorney's Office employees twenty; 7 attorneys/prosecutors; 1 investigator/coroner assistant; 1 part-time assistant coroner; 1 victim/witness coordinator; 1 diversion coordinator; nine office legal staff.

Two District Attorney staff members will be leaving effective March 19th. Valerie Hansen has resigned her position as Assistant District Attorney and will be moving into the private sector. Denise Wiard will be retiring after 33 years of service to Reno County.

On March 8th, the staff currently working on the Mezzanine are moving. Deana Mock is replacing Denise Wiard as Office Manager and will move to the 5th Floor. Lisa Lipe will be moving to her original workstation on the 5th Floor. Jamie McHaley is replacing Deana Mock as juvenile secretary and will be moving to the 4th Floor. Two positions will remain on the 1st Floor. We will be advertising for a replacement for the Assistant District Attorney's position.

Currently, the District Court has 127 jury trials pending. Due to COVID-19 and space issues within the courtrooms, we are only able to conduct one jury trial per week. The court has moved towards mediation of cases to lower the current jury trial case load.

Budget summary:

FY2021 expenditures to date are at 16% of budget.

Projects-Issues-Challenges-Concerns

As stated above, our biggest issue is lowering the amount of jury trials, with only one jury trial per week allowed, due to space allocations.

Due to the close proximity of our staff when meeting with witnesses, victims and defense counsel, we are concerned that most of our office employees have not been given the COVID-19 vaccination. As of 2-25-21, seven staff members have been vaccinated for Covid-19.



Thomas R Stanton
Reno County District Attorney,



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Staffing changes or issues (if any)

There are no staffing changes to report. In my department, I have a full time Emergency Management Specialist and due to COVID we have hired a temporary full time administrative assistant. We continue to work hard to maintain daily operations.

Budget YTD summary

At the end of January, I have used 13% of my year-to-date budget with most of that coming from payroll. There are no large purchases planned in the next month.

Projects/Issues/Challenges/Concerns

For the month of February, my department continues to work on the COVID-19 response. We have also started working on the Local Emergency Operations Plan and entering Tier II facilities into CAMEO.

RE: Monthly report ending February 2021

Dear Randy Partington, County Administrator:

Staffing changes or issues

We have one vacancy that consist of a Health Educator; our staff conducted multiple interviews for the position over the last several weeks and hope to make a decision the first week of March.

Budget YTD summary

In discussing our budget with Bethany, our biggest expenses have been for battling Covid-19. Upcoming expenditures includes our replacement generator and the Schneider software.

Projects/Issues/Challenges/Concerns

Our major project for the month of February were getting ready for the Point of Dispensing (POD) sites for the Covid-19 vaccine administration for Reno County. This includes calling and scheduling those individuals who have preregistered for the vaccine and then getting the paperwork ready. It typically takes staff three days to get ready for a primary doses pod; two days to make phone calls and one day to get paperwork ready. We have been working with Tim McClatchey and Mike Mathews, with our IT department, for the development of an on-line appointment scheduling system for the vaccine. Tim has done an amazing done; a product has been developed. We are trying out this next system for the Medicine Shoppe/Teacher POD at the SAC on Sunday, February 28th. It is our plan to work out the programming knicks with this group so it will be ready for our next phases in vaccine administration.

Upcoming Projects

- Finalizing our Community Health Assessment (CHA)/Community Health Improvement Plan (CHIP) with the Healthcare Access Taskforce (HAT) for presentation to the Board of County Commissioners.
- Update and renew Health Department grant processes by February 28th for state fiscal year 2022 due on March 15th.

Sincerely,
Karla Nichols
Director of Public Health

Board of Commissioners - Department Update
Human Resources - January 2021
Renee Harris – Human Resources Director
3/3/2021

Update of Salary/Compensation Study.

The Arnold Group is now working on the Job Analysis. All requested JD's were sent to them a couple of weeks ago. They expected to take 3 months to complete that phase. (The longest and priority) – The next phase; the actual compensation plan is scheduled to take approximately 6 weeks.

Budget – The budget will be a large process this year considering any work is adopted from the results. A zero based budget will be uploaded within the next couple of weeks.

Employee Survey

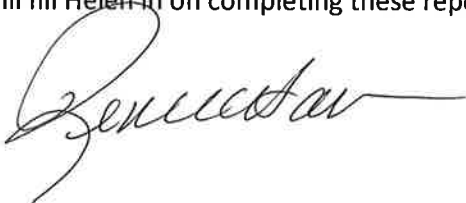
The results of survey to be distributed to the Department Heads and presented by Randy with Helen present to answer questions regarding benefits/policies etc.

Fraudulent Unemployment Claims

I believe we have finally seen the last of the fraudulent claims. I will assume the security measure they put in place are working now.

Because I submitted my notice of resignation/retirement the remainder of my time will be spent getting Helen up to speed to cover things in my absence.

I will fill Helen in on completing these reports monthly as well.

A handwritten signature in cursive script, appearing to read "Renee Harris", with a long horizontal flourish extending to the right.

February 26, 2021

Monthly Report Information Services

Michael Mathews

Staffing changes or issues (if any)

We continue to have the Web app developer/DBA position open. It is being advertised. We are currently receiving very low interest in the position. I have some ideas for this position and will be presenting them to Mr. Partington soon.

Budget YTD summary

At the end of January, I have used 24% of our adopted budget, this is a normal amount of expenditure due to the number of annual software support contracts that come due very early in the year. We are currently reviewing our capital purchases for the year and will begin to make some of them.

Projects/Issues/Challenges/Concerns

We continue with our inventory and labeling project we are about 90% complete.

Our biggest project this month has been working with the Health department on an online Covid-19 Vaccine signup. That project is being tested for the school systems clinic that is being conducted Sunday February 28th. So far it is working well there have been a couple of bugs that we quickly corrected. The next step on this project is to make the interface to KIPHS, we have been in contact with them and have their database layout and are currently working on that piece and hope to be complete soon.

Issues that we dealt with the past month include. We had very few issues this month outside of being down one staff member.

February was a good month we tried to move quickly when asked for resources due to Covid-19.



Maintenance & Purchasing Monthly Report 3-1--2021

Harlen Depew, Director

Staffing: We continue to take applications for Custodial and Maintenance Techs with three vacant custodial positions and two entry level Maintenance positions.

On behalf of Reno County, I would like to express my appreciation, and congratulations to Donna Estrada, who retired on February 26, 2021 after 30 years of service in the Custodial division of our department.

Budget YTD summary

The Maintenance & Purchasing operating budget is on track for this time of the year.

Projects/Issues/Challenges/Concerns

Maintenance employees are busy assisting contractors, both on the LEC remodel project and the courthouse improvement projects.

The Law Enforcement Center remodel project has gone well, overall. We continue to work with all parties involved to resolve a few issues related to the HVAC system that serves the Emergency Operation Center and the Municipal Court spaces. The, final solution, the costs associated with this, and the share the county will need to pay should be worked out within the next few weeks.

The Courthouse window project is off to a good start. The majority of the window sashes on the lower two levels have been removed and are currently being restored off-site. Over the next 6-8 weeks the window frames will be refurbished in place and interior plaster repairs and painting will be completed. The plan is to complete all interior work and reinstall the windows on the lower two levels before moving up to the 2nd and 3rd floors.

The proposal from GLMV to complete a space study in the courthouse has been approved and returned to them. They are currently working on the timeline for completing the study, but my expectation would be for it to be wrapped up no later than the end of May. This would give the County Commission time to include a resulting project in the 2022 budget, if desired.

Finally, we are exploring the possibility of completing a Facility Condition Assessment on certain county owned buildings with the intent of developing a more comprehensive capital expenditure forecast. This would give the County Commission and our Reno County taxpayers a better understanding of the fiscal impact the county can expect to face over the next twenty years in regard to the long-term maintenance of our facilities. I hope to have more to report on this project within the next couple of months.



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

February 2021 Monthly Report

Staff

Public Works is short five (5) equipment operators and has not been fully staffed for more than a year.

YTD Budget Spent

Road & Bridge 5%
Planning & Zoning 12%
Noxious Weed 9%
Utilities, Water Districts 4%, Sewer Districts 7%

We have one more item to purchase based of the equipment plan. That item is replacing the rusted out water tank on the existing water truck. After all equipment is purchased, equipment will come in under budget.

Projects

Asphalt Crew is shouldering roadway with turf to eliminate road edge drop off.
Mowing/Sign Crew is tree trimming throughout the County and replacing signs as needed.
Dirt Crew is cleaning ditches throughout the County.
Bridge Crew is building a bridge on Maple Grove Road.

Contracted Projects

43rd Avenue Bridge is 50% complete and on schedule.
Nickerson Road Bridge is 55% complete and on schedule.
Construction on the Silver Lake Rd. bridge 12 miles east and 1 mile north of Pretty Prairie has begun.

Challenges / Concerns

Working on method of rehabilitating Sewer District 201 Yoder and Sewer District 202 Habit.

Working with KDOT on K14 County Special Maintenance Agreement.

Need to meet with Grant Township to explain how the K14 KDOT Maintenance Agreement effects them and if they want the County Public Works Director to represent them or they meet with KDOT.

Working on solving the Water District 101 Yoder high nitrate problem.

Wind regulations have been sent to the County Commission.



Sheriff: Darrian Campbell
Undersheriff: Shawn McHaley

RENO COUNTY
Sheriff's Office
206 West First Ave.
Hutchinson, Kansas 67501-5298
(620) 694-2735 Office (620) 694-2702 fax
TDD: Kansas Relay Center 1-800-766-3777

February BOCC Update

03/03/2021

Staffing changes or issues:

The Reno County Sheriff's Office is staffed at 101 personnel; 85 full time sworn Deputies, 12 civilian support staff and 4 part-time Offender registry personnel.

We have moved some personnel around to fill vacant positions within the agency. Some of these positions require Deputies to be certified and patrol experience as they move on to investigative work in the Criminal interdiction Unit. This unit has been working with staffing issues for over a decade, now the unit will be comprised of four Deputies and a Supervisor. To highlight the necessity of the unit to stop the transport and sale of drugs within our community. On the 23rd of Feb, late afternoon. A controlled delivery took place on East 1st St in Hutchinson. Four suspects were taken into custody and approx. 5lbs of Methamphetamine was seized. This comprised of almost a week long investigation with the CIU and the warrant was served on the residence by Reno County Sheriff's Office, Hutchinson Police Department, and the United States Postal Inspectors Office.

Friday the 26th, The Reno County Sheriff's Office had two Deputies graduate from the Kansas Law Enforcement Academy. These two Deputies will begin their field training with the patrol division in March. This actually sets the stage to fill the detective division and the patrol division.

During the month of February the Sheriff's Office had one jail deputy resign to accept employment with the South Hutchinson Police Department. With that Deputy leaving, it again brings the jail to full staff, being one jail deputy is on military orders. The end of February also completes training of newly hired Deputies at the first of the year or prior. Currently there is no one in training in the Jail and all assigned Deputies are filling slots on the work schedule. We have also completed interviews on two applicants and they are currently in the hiring pipeline due to an upcoming retirement.

Budget YTD summary:

The total agency budget is \$6,611,844.00. This is broken down into two categories, the Jail side and the Sheriff side. For the month of February the agency has expended a total of 13.22% of the budget which is 12.18% from the Jail and 14.26% from the Sheriff. Historically we are currently on track for our budget expenditures.

Projects/Issues/Challenges/Concerns:

The Reno County Court House has currently started the window replacement project. Beginning in April and possibly into May, work on the dome portion of the courthouse will commence and the main entrance of the Courthouse will be shut down for the duration. During this time, the entrance of the courthouse will be moved to the west. People coming into the courthouse will enter through the lobby of the Law Enforcement Center. Coordination will need to be made with the Police Department due to the renovation of that area will not be complete.



Darrian L. Campbell
Reno County Sheriff





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

Solid Waste Monthly Update February 2021
Prepared by Megan Davidson, Director

Staffing: Since last month's report we filled the Equipment Operator II position. The staff has been busy working on the new landfill expansion with the dirt work prep before the contractor's come on site. We also have our day to day activities at the landfill that staff has to keep up with such as paper picking around the facility, daily cover in the MSW (Municipal Solid Waste) and C&D (Construction & Demolition) Sites, as well as working on reports for KDHE.

Projects/Issues/Challenges/Concerns: February 9th the bid was awarded to Conco Inc. to construct the new landfill facilities. Every is finishing up their work by the end of this month and Conco will be ready to come onsite shortly after as soon as my staff completes the dirt work prep for the site pad for the new buildings. As of right now we are on schedule with the project.

February gave us a challenge of the extreme cold and wind chills, we battled with equipment issues gelling up due to the extreme temps even with fuel treatment additive to all our equipment. We also faced challenges with our gas collection systems with freezing up and overcame those challenges by getting them both up and running in the 5 day time frame window we have to keep in compliance with KDHE.

Budget: I am currently in full swing of working on the 2022 budget for the landfill. Next month I will be bringing forward a recommendation for a rate proposal for the 2022 budget year in looking forward to the future costs of the big project items that will need to be considered in the budget for the future and to run the operations as efficiently as we can.



RENO COUNTY TREASURER
125 West First Ave.
Hutchinson, Kansas 67501-5245
620-694-2938
Fax: 620-694-2776

TDD: Kansas Relay Center 1-800-766-3777

February 23, 2021

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

We will possibly have an opening soon. Employee retention is an important task for any department, but our work is very detailed and demanding, so it tends to be harder to fill openings.

BUDGET YTD SUMMARY:

As of this day, we are running around 12% of our budget with most of it coming from payroll and postage. The YTD budget left is \$210,144.26 with \$28,386.74 being spent YTD to date. Postage has gone up and we are trying to email everything we can to offset that expense. We are taking every opportunity to email receipts and/or tax statements that customers are requesting if their original has been lost. When I can do some more research, I want to look at emailing tax statements. At this point it is something being discussed but not perfected yet.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

My department's major projects for the month of February are sending out delinquent notices to customers on personal property, preparing warrants to send to the Sheriff on personal property left unpaid. We continue to issue tags, process title work and renew commercial accounts due by the end of February. We are anticipating a large push at the end of the month on the commercial accounts. We are also working on billing out Antique vehicles. We have to verify each account, print the billing, fold and put in envelopes the month's billings, sort them for duplicates, additional late fees or mistakes on names, etc.



RENO COUNTY YOUTH SERVICES

219 West Second Ave.
Hutchinson, Kansas 67501
(620) 694-2500

Fax: (620) 694-2504

TDD: Kansas Relay Center 1-800-766-3777

JUVENILE DETENTION CENTER

JUVENILE INTAKE & ASSESSMENT

BOB JOHNSON YOUTH SHELTER

Youth Services Monthly Report

February 2021

Staffing changes or issues (if any)

We are currently accepting applications for a full time cook, 30 hr. Juvenile Detention Officer (male only), Standby Juvenile Detention Officer/Youth Care Specialist and a full-time maintenance technician position. We successfully hired three new employees and they are currently completing their training.

Unfortunately, our cook's position has been open since Nov. 2020. Very few applicants have applied for the cook's position. We have two interviews set up for next week, one for the Standby Specialist and one for the maintenance technician position.

Budget YTD Summary

As of 2/26/2021, we have spent 12% of our Shelter budget (Dept.90). The expenses are mostly due to salaries. The total shelter budget is \$1,051,666. We have spent 14% of our detention budget (Dept.91). Detention expenditures consists of mostly salaries. The total detention budget is \$1,054,065.

Projects/Issues/Challenges/Concerns

We look forward to getting shelter youth enrolled in USD 308 for the 3rd trimester. We will be able to enroll eligible students at the conclusion of finals, after the week of Feb. 22nd. The youth who are not eligible to be enrolled will continue to attend our in-house school. Our detention youth continue their education through our in-house school. All our in-house students are taught by HHS employees.

We had a Youth Residential Center II annual site visit by Department of Children and Families on Feb. 24th. There were no areas of concern cited. Our annual licensing review is scheduled for March 24th, 2021.

The end of January we received a donation check of \$250 from Capital III. Capital III is a local company that operates businesses on the prison grounds, Electrex and Seat King. They hire prison inmates, paying them a full days wage, while teaching them a trade. To recognize those who go above and beyond, Electrex Inc. awarded our agency with a donation in honor of one of their employee's accomplishments.

Bobby Bisterfeldt, a past employee, and his mother Kathy Sifrit, presented a donation on Feb. 26th. Bobby worked for us 23 years ago and worked with us for about 10 years. Last May, Bobby lost his brother, Carl Bisterfeldt. So, to honor his brother's memory, Bobby and his mother, provided several donations to the shelter. They donated a \$1000 in gift cards to Walmart for youth in need of clothing and shoes. Bobby remembered youth arriving to our facility with nothing but the clothes on their backs or with very little clothing. He also had fond memories of the occasional pizza party staff would have with the youth, so he donated a \$150 in gift cards for a few pizza parties. Lastly, Bobby and Kathy provided 50 Gratitude journals for the residents to use to assist them through daily events.