



REGULAR SESSION

County Commission

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

TO: ALL INTERESTED PARTIES
FROM: BOARD OF COUNTY COMMISSIONERS
RE: NOTICE OF MEETINGS

The Reno County Board of County Commissioners will meet at 9:00 AM on Tuesday, April 11, 2023 in Reno County Courthouse Veterans Room, 206 W. 1st Avenue, Hutchinson, KS 67501, to hold their Agenda Session.

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5



REGULAR SESSION

County Commission

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

AGENDA

Reno County Courthouse Veterans Room
206 W. 1st Avenue
Tuesday, April 11, 2023, 9:00 AM

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
 - 3.A District Attorney briefing for Commission
4. **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.
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
 - 6.A Vouchers (bills or payments owed by the county or related taxing units)
 - 6.B Resolution 2023-___ directing the filing of a real estate tax foreclosure action
 - 6.C BOCC minutes for approval February 28th and March 7th
 - 6.D Community Corrections purchase of a used small SUV or mid-size sedan for a maximum amount of grant funds of \$24,139 including the trade of a 2014 Chevrolet Malibu (VIN 1G11B5SL3EF223536) with 145,603 miles and authorize County Administrator Randy Partington to sign the title of the traded unit. The Automotive Department would obtain quotes from at least 3 dealers and make the decision on the best purchase for the county
 - 6.E Reno County Fire District #3 and Reno County Fire District #4 UTV Fire unit purchase for a total cost not to exceed \$32,000 for each fire district
 - 6.F ARPA Agreement between Haven EMS and Reno County for the use of ARPA Funds in the amount of \$12,100
7. **Budget Presentations**
 - 7.A Reno County Police/Sheriff Chaplaincy Program 2024 Budget Request
 - 7.B Reno County Museum 2024 Budget Request
 - 7.C Reno County Drug Court 2024 Budget Request

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5

- 8. Business Items**
 - 8.A Resolution Providing for Temporary Moratorium on Commercial Solar Energy Project Development in the Unincorporated Area of Reno County, Kansas
 - 8.B Community Corrections Adult Comprehensive Grant Application to the Kansas Department of Corrections for \$1,172,390.26 for SFY'24.
 - 8.C Community Corrections Juvenile Reinvestment Grant Application to the Kansas Department of Corrections for \$80,000 for Contractual Substance Abuse Treatment for Youth for SFY'24.
 - 8.D KDOC Juvenile Grant Applications
 - 8.E Health Department Strategic Direction

- 9. County Administrator Report**
 - 9.A Monthly Department Reports

- 10. County Commission Report/Comments**

- 11. Adjournment**



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: April 11, 2023

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution 2023-___ directing the filing of a real estate tax foreclosure action

SUMMARY & BACKGROUND OF TOPIC:

Adoption of the resolution is necessary in order for the County Counselor to initiate action in District Court so that certain real estate may be foreclosed on and sold at the annual tax sale usually held in October of each year.

ALL OPTIONS:

Approve the Resolution and thereby allowing the County Counselor to initiate action in District Court.
Send the Resolution back to staff for changes to be brought back on a later commission meeting date.
Decline adopting a Resolution this year and thereby deciding not to hold the annual tax sale in October.

RECOMMENDATION / REQUEST:

Adopt Resolution

RESOLUTION 2023-_____

A RESOLUTION PURSUANT TO K.S.A. 79-2801
DIRECTING THE FILING OF A REAL ESTATE TAX FORECLOSURE ACTION

BE IT RESOLVED by the Board of County Commissioners of Reno County, Kansas, that pursuant to K.S.A. 79-2801 the Reno County Counselor is directed to initiate an action in Reno County District Court in the name of the Board of County Commissioners against the owners or supposed owners and all persons having a claim or claiming to have any interest in real estate which has been sold at a delinquent tax sale pursuant to K.S.A. 79-2401a and which remains unredeemed and eligible for foreclosure from and after September 1, 2022 as therein provided.

ADOPTED this _____ day of _____, 2023.

**BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS**

Daniel Friesen, Chairman

ATTEST:

Randy Parks, Vice Chairman

Donna Patton, County Clerk

Ron Hirst, Member

Don Bogner, Member

John Whitesel, Member



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: April 11, 2023

PRESENTED BY: Cindy Martin

AGENDA TOPIC:
BOCC minutes for approval February 28th and March 7th

SUMMARY & BACKGROUND OF TOPIC:
None

ALL OPTIONS:
Approval
Changes
Deny

RECOMMENDATION / REQUEST:
Approval

POLICY / FISCAL IMPACT:
None

February 28, 2023
Reno County Annex
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Chaplain Richard Haley.

District Attorney Tom Stanton introduced his new attorney, Kyle Byfield. Mr. Byfield gave a brief employment history and was welcomed to Reno County by the Commission. Mr. Stanton referenced next week having the contract for the courthouse remodel.

President/CEO of Reno County/City of Hutchinson Chamber of Commerce and Economic Development Debra Teufel distributed packets to the commission briefly explaining some of the important dates in March/April.

Heal Reno County Coalition represented by Kari Mailloux invited the public to attend the film premiere, On the Table, March 3rd at 6:00 p.m. at the Fox Theater and reminded everyone to bring a food donation as your entry ticket. She gave a brief overview for healthy eating. She stated Commissioner Ron Hirst would be the Master of Ceremonies.

Mr. Whitesel moved, to take items 6I, 6J, and 6K off the consent agenda moving them to the business items. The motion failed for lack of a second. Mr. Whitesel stated the online version of the agenda did not have supporting documents attached.

Mr. Hirst moved, seconded by Mr. Bogner, to approve the Consent Agenda consisting of items 6A through 6K which includes the Accounts Payable Ledger for claims payable on February 24th, 2023, totaling \$1,650,312.02; includes the Accounts Payable Ledger for claims payable on March 3rd, 2023, totaling \$591,490.95 and other items as provided by staff. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposing. Mr. Whitesel opposed the political party of appointed board members. The Chair and Mr. Hirst agreed there was no sway on party as long as the applicants were qualified.

Mr. Partington stated the special districts consent agenda, items 7A through 7M, included purchases from fire districts capital funds and vehicles that were past their usefulness and could not be used by any other department in the county or fire districts.

County Fire Administrator Travis Vogt discussed item 7M regarding the UTV Fire unit purchase stating his goal was to provide three to four throughout the county. After a large discussion **Mr. Parks moved, seconded by Mr. Whitesel**, to approve special districts consent agenda items 7A through 7M as presented. The motion was approved by a roll call vote of 5-0.

Emergency Management Director Adam Weishaar reviewed the annual 2023 Emergency Management update not requiring any action by the Board. The Board stated the Command Center was well coordinated and was amazing to witness during an emergency.

Mr. Friesen inquired about the security of the Haven gas plant. He suggested Mr. Hirst, a representative from the Chamber of Commerce and Mr. Weishaar speak with the Haven plant to encourage them to rebuild. Mr. Friesen requested a report on next week's agenda for the upcoming fire season. He suggested Mr. Weishaar gather information from the City of Hutchinson's Fire Chief and Mr. Partington for the report.

Health Department Director Karla Nichols met with the Board with a proposed resolution no. **#2023-05; A RESOLUTION ESTABLISHING THE RENO COUNTY HEALTH DEPARTMENT (RCHD) ADVISORY BOARD**. This resolution would combine boards into one meeting once a month. Reno County has a policy established regarding applications for boards. Ms. Nichols asked if 60 days would be good with the Commission instead of the 90 days in the policy. They would have all advisory board members fill out an application. **Mr. Hirst moved, seconded by Mr. Bogner**, to approve the resolution #2023-05 as outlined by Ms. Nichols making the administrative change from 90 to 60 days with a one-year term. The motion was approved by a roll call vote of 3-2 with Mr. Whitesel and Mr. Friesen opposed. Mr. Hoffman commented to keep in mind the applicant should be from the same interest as the person leaving the board.

Ms. Nichols also recommended approval for the Reno County Health Department Comprehensive Opioid Stimulant and Substance use site-based program (COSSUP) Grant application for \$1,000,000. She explained this three-year grant. She stated the

grant would continue the work as it currently was in the community.

Health Department's Seth Dewey gave explanation of the Opioid focus on intervention and recovery. He spoke about the March 31st event at the Fox Theater presented by the Reno County Recovery Collaborative. Mr. Friesen suggested Mr. Dewey attend a Stepping Up Council meeting. **Mr. Friesen moved, seconded by Mr. Bogner**, to approve the grant as outlined by Ms. Nichols and Mr. Dewey. The motion was approved by a roll call vote of 5-0.

Ms. Nichols recommended approval to sign a letter and agreement for Reno County Health Department (RCHD)'s continuation of the Kansas Department of Health and Environment (KDHE) Healthy Families agreement for \$320,000. The agreement was one hundred percent pass through, with two percent staying with Reno County for administration fees. **Mr. Hirst moved, seconded by Mr. Parks**, to approve the grant as outlined by staff. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposing.

Last item by Ms. Nichols was a recommendation for Reno County Health Department (RCHD)'s Aid-to-Local (ATL) Grant application for \$890,420.40. **Mr. Hirst moved, seconded by Mr. Bogner**, to approve this grant per staff recommendation. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposing.

Mr. Partington requested questions on the monthly reports and there were none. He stated the Board appointed him, Mr. Depew, Mr. Hirst, and Mr. Bogner to meet to trim the courthouse renovation costs. They went from \$2.187 million to \$1,867,025 eliminating items and adding others. Mr. Partington stated they have the lower amount in the reserve fund and said he would have the contract from a local contractor next week.

Mr. Partington requested approval for a three-day management training affecting 30 different employees than last year. He explained the culture change by employees after attending last year. The training would be in June 2023 at the HCC student union. The Board by consensus said to move forward with this training.

Commissioner Comments:

Mr. Bogner would speak with Mr. Weishaar regarding the new fire regulations that citizens were concerned with.

Mr. Parks commented on getting the information out to all citizens on the new fire regulations and meeting with the Sheriff regarding the shooting range.

Mr. Hirst mentioned that last week was National FFA week. He stated SCKEED requested assistance with a letter of support for a grant regarding entrepreneur training. He commented on attending the K-96/Quad County meetings.

StartUp Hutch Jackson Swearer spoke about the SCKEED grant.

Mr. Partington gave public notice that three or more of the Commissioners would be attending next Monday's Quad County meeting at 11:30 a.m. to 1:00 p.m.

Mr. Hirst made a public service announcement regarding Medicare fraud for the elderly. If you suspect fraud or receive any packages without ordering it call the Medicare hotline.

Mr. Whitesel stated the Sheriff had done a good job with the gunman incident. He would be meeting today with DA Tom Stanton. Then scheduling a meeting with the Chamber and the Sheriff.

Mr. Friesen reminded the Board the next agenda meeting was moved to March 7th with no meeting on the 14th or 21st. He spoke about certain dates on a calendar throughout the year. In the last meeting staff spoke about signatures on the purchasing information. RFP's for the County Health Officer will be in next Tuesday's packet. He met with the Sheriff regarding going forward with a grant application for the shooting range.

At 11:05 a.m. Mr. Friesen adjourned the meeting until Tuesday, March 7th, 2023, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

March 7, 2023
Reno County Annex
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Accounts Payable Clerk to take minutes Valorie Garcia, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Ryan Raigoza, Soul Winter's Mission Church.

Jeff Stroberg, 1200 West 43rd Avenue, Hutchinson addressed the Board concerning the non-importance of the political affiliation of Reno County citizens applying for advisory board positions. These people are members of our community that make the community a better place for all of us to live no matter what their political party.

Arlington's Mayor Douglas Smith had concerns for retaining the ambulance service in Arlington. He spoke about having available housing to continue growing in their small community. Their emergency system received a lightning strike. Mr. Friesen suggested getting with Emergency Management Director Adam Weishaar about damage to the emergency system siren.

Mr. Whitesel moved, to take consent items #6B and #6D off the consent agenda adding them to the bottom of business section as #7E and #7F for more discussion. **Mr. Friesen seconded** for discussion on the motion.

County Counselor Patrick Hoffman explained the consent agenda and how it worked for the item to be moved for discussion and voted on.

Mr. Whitesel proposed for item #6B turning the warrants over to the state as unclaimed property instead of canceling them.

Mr. Partington replied that was an option to turn the warrants over to the state as long as they met all the guidelines. He said the Clerk's Office tries to notify all citizens and publishes a list giving them ample time to claim their monies. He said she would bring a resolution on March 28, 2023, to adopt.

Mr. Whitesel thought on item #6D there was a piece in the agreement that he believes was unconstitutional and he would like to strike it from the agreement. Mr. Hoffman stated he would advise not including one of the provisions from the Planning & Zoning Board if this item was approved in the business section.

The motion was approved with a roll call vote of 5-0.

Mr. Whitesel moved to add on the business agenda item #7G for Health Department Seth Dewey to discuss HB2390. **Mr. Bogner seconded**, to approve the addition. The motion was approved by a roll call vote of 5-0.

Mr. Parks moved, seconded by Mr. Whitesel, to approve the Consent Agenda as amended, consisting of items 6A, 6C, 6E, and 6F which includes the Accounts Payable Ledger for claims payable on March 10th, 2023, totaling \$831,248.64; as provided by staff. The motion was approved by a roll call vote of 5-0.

Emergency Management Director Adam Weishaar and Hutchinson Fire/District #2 Chief Beer met with the Board to discuss the mitigation plan. Mr. Weishaar was directed in May 2021 by the Board to devise a mitigation and coordination of a Wildfire Risk Plan. He discussed the wildfire risk areas in Reno County and the prohibitive cost of mitigation.

Chief Beer stated that we are doing what we can to educate citizens on mitigation and help prevent fires. Until changes are implemented, we are one day away from another disaster. The true wildfire season is from October to spring. Cost is a major expense to someone.

The Board had a large discussion on the cost for removal of cedar trees, new burn resolution guidelines, and fires that potentially destroy housing additions. Mr. Friesen suggested instructing Planning and Zoning to review the plan for fires and stated that we need more funds in the budget to help fighting fires and educating citizens.

7B Mr. Hirst moved, Mr. Whitesel seconded, to approve the ARPA agreement with the City of Hutchinson regarding the reimbursement of \$440,000 for a brush truck and equipment. The motion was approved by a roll call vote 5-0.

7G Mr. Whitesel had a concern about HB-2390 stating it is more than fentanyl strips. Seth Dewey with the Health Department

was giving testimony seeking clarification on data driven information regarding fentanyl. He explained about fentanyl studies, treatment, and education. He also spoke briefly about HB-2398 a law enforcement criminal justice approach increasing the penalties for individuals selling fentanyl. He stated if those strips would have been available half the people who lost their lives last year may not have died.

County Administrator Randy Partington gave an overview of the courthouse interior renovation project. He stated last year the bid was \$1.2 million but came in at \$2 million Ward Davis Construction was low bidder. There were cuts made for about \$320,000 in savings. The contract with Ward Davis was for approximately \$1,807,025. The summary was \$1,867,025 (\$60,000 includes a chair lift) to be ADA compliant for the mezzanine that is separate from the contract.

7C The Board had a discussion on the renovation project. **Mr. Hirst moved, Mr. Bogner seconded,** to approve the courthouse interior renovation project as discussed. The motion was approved by a roll call vote 3 to 2 with Mr. Parks and Mr. Whitesel opposed.

7D Youth Services Assistant Director Joe Hammeke gave Youth Services annual report.

7E was consent item #6B. Mr. Partington stated it is a request to cancel uncashed warrant checks from the last two years.

Mr. Hoffman added normal businesses do not have the option to keep the money, so they send it to unclaimed property at the state. Statue K.S.A. 10-815 allows a special option for counties to deal with the issue of small check amounts from jury duty, keeping those uncashed funds in the pool for the next juror.

Accounts Payable Clerk Valorie Garcia explained about the cancellation of checks.

A discussion about the resolution to cancel certain county warrant checks. **Mr. Hirst moved, Mr. Parks seconded,** to approve the County Clerk's recommendation for resolution **#2023-07; A RESOLUTION TO CANCEL CERTAIN COUNTY WARRANTS** as discussed by staff. The motion was approved by a roll call vote of 4 to 1 with Mr. Whitesel opposed.

7F was consent item #6D Mr. Hoffman explained about a request by Cheney Lake Storage, LLC (Jason Robben) to modify a condition of approval associated with Case #2020-07. The address to the property is 25311 S. Willison Road. If approved today, he would recommend removing the sentence pertaining to what their cameras can or cannot record off the property.

Mark Vonachen with Planning/Zoning stated it was an oversight on staffs and the Planning Commissions part and he said the sentence should have been removed.

Mr. Whitesel moved, seconded by Mr. Bogner, to approve the Case #2020-07 for Cheney Lake Storage, LLC removing the second sentence in item two struck. The motion was approved with a roll call vote of 5-0.

Mr. Partington had half of the monthly department reports. He asked about the holiday dinner giving notice by May with an estimated cost of \$3,700 this year. The Board by consensus agreed to continue with the dinner. He is a member of International City/County Association he explained a partnership based on the number of subscriptions for Cope Notes a Mental Health assistance with uplifting messages to citizen phones. Horizons might be in favor of partnering with us. He asked the Board if they would consider a partnership depending on cost. The Cope Notes was open to anyone in the county not just county employees. The Board was open to the idea and wanted the county administrator to come back with a partnership proposal.

Mr. Bogner was concerned about an article regarding purchases outside of Reno County. He stated we try to get bids from local vendors, if possible, then select bids within the state of Kansas.

Mr. Parks gained new incite from the Quad County meeting.

Mr. Hirst attended the K-96 Corridor Association with Mr. Partington. The Friday night film documentary gave an idea of a different concept on food. The Senate Bill was about exempting business' property taxes if their business was in competition with a like business that was tax exempt.

Mr. Whitesel was concerned about rural emergency services out in rural areas. He spoke with the Sheriff regarding clarification of the Sheriff's request with the shooting range. He stated that training was important.

Mr. Friesen discussed consolidating EMS services. He spoke about the best format for the consent agenda and a brief discussion followed. The Board has received an email about meeting times, concerning a time or date change to Monday or Wednesday regarding Mr. Hoffman's obligations with Barton County Commission. The Board discussed both Monday or Wednesday, deciding possible the best option was Wednesday. Mr. Friesen requesting Mr. Partington speak with the Barton County Commission.

Mr. Partington stated the next meeting was on March 28th in the Courthouse Veteran's Room.

At 12:15 p.m. Mr. Friesen adjourned the meeting until Tuesday, March 28th, 2023, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm/vg

Date



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: April 11, 2023

PRESENTED BY: Kyle Berg, Reno County Automotive Director

AGENDA TOPIC:

Community Corrections purchase of a used small SUV or mid-size sedan for a maximum amount of grant funds of \$24,139 including the trade of a 2014 Chevrolet Malibu (VIN 1G11B5SL3EF223536) with 145,603 miles and authorize County Administrator Randy Partington to sign the title of the traded unit. The Automotive Department would obtain quotes from at least 3 dealers and make the decision on the best purchase for the county.

SUMMARY & BACKGROUND OF TOPIC:

Community Corrections has a 2014 Chevrolet Malibu (1G11B5SL3EF223536) with 145,603 miles that we would like to replace with a used, lower mileage vehicle. This vehicle had an annual mileage driven of about 12,000 miles in 2022 and is used extensively for travel. The maximum amount of funds available are set by the Department of Corrections. The Automotive Department would obtain at least 3 price quotes from local dealers and make the choice on the purchase.

ALL OPTIONS:

1. Approve the purchase.
2. Deny the purchase.

RECOMMENDATION / REQUEST:

Approve the purchased of a used vehicle for Community Corrections.

POLICY / FISCAL IMPACT:

Funds for this purchase will come from Community Corrections operational grant from the Department of Corrections and client reimbursement funds.



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: April 11, 2023

PRESENTED BY: Travis Vogt, Fire Administrator

AGENDA TOPIC:

Reno County Fire District #3 and Reno County Fire District #4 UTV Fire unit purchase for a total cost not to exceed \$32,000 for each fire district

SUMMARY & BACKGROUND OF TOPIC:

At the BOCC meeting on February 28, 2023, the BOCC was presented the need for 3-4 firefighting UTV's to be strategically placed throughout the Reno County Fire Districts by the Fire Administrator. The BOCC approved the purchase of one of these UTV's for Reno/Harvey Jt District #2 to be placed in Buhler.

The Fire Administrator has determined that the second UTV should be placed in Reno County Fire District #3. This UTV would be available to respond to the northern, northwestern, and central parts of the County on initial request, and also available to respond County wide for bigger incidents. Fire District #3 has two stations, Nickerson and The Highlands. District #3 has a command truck that will be used to pull the UTV unit to calls so the purchase of an additional truck would not be needed.

The Fire Administrator has determined that the third UTV should be placed in Reno County Fire District #4. This UTV would be available to respond to the west, southwest, northwest, and central parts of the County on initial request, and also available to respond County wide for bigger incidents. Fire District #4 has four stations, Arlington, Abbyville, Partridge, and Plevna. District #4 will be acquiring a command truck from Emergency Management that will be used to pull the UTV unit to calls.

The same vendors that were used for the UTV purchased to be placed in Buhler will be used for these UTVs so each unit is identical which aligns with the Fire Administrator's plan for equipment standardization.

ALL OPTIONS:

Approve the purchase of two (2) UTV units each consisting of: 2023 Can-Am UTV from Agri Center, a 75-gallon fire skid from Prairie Poly Manufacturing, and an 82"x12' trailer from K&K Sales, LLC for a total not to exceed cost of \$32,000 for each fire district UTV unit. One full unit will be for Fire District #3, and the second full unit will be for Fire District #4.

Deny the purchase.

RECOMMENDATION / REQUEST:

Approve the purchase of two (2) UTV units each consisting of: 2023 Can-Am UTV from Agri Center, a 75-gallon fire skid from Prairie Poly Manufacturing, and an 82"x12' trailer from K&K Sales, LLC for a total not to exceed cost of \$32,000 for each fire district UTV unit. One full unit will be for Fire District #3, and the second full unit will be for Fire District #4.

POLICY / FISCAL IMPACT:

This purchase will not have any negative financial impact on either District.



5104 S K-96 Hwy
South Hutchinson, KS 67505

620-665-8894

www.agricenter.us

Find us on Facebook



Buyer	Hm Phone	Wk Phone		Deal #
Reno County Fire District 3				
Contact	Hm Phone	Wk Phone		Date
Travis Vogt	620-694-2793			03/02/23
Address	City	State	Zip	Sales Rep
206 W 1st	Hutchinson	KS	67501	Keith
EMAIL ADDRESS:				
travis.vogt@renogov.org				

SUBJECT TO THE TERMS AND CONDITIONS BELOW. SELLER AGREES TO SELL AND THE PURCHASER AGREES TO PURCHASE THE FOLLOWING DESCRIBED PROPERTY

Qty	N/U	Description	Serial Number	Amount
1	N	Defender HD10 XT (MSRP \$21,099 Less 8% Govt Discount) Plus \$400 Surcharge	Quote	\$ 19,811.08
		Year: 2023 Model: Blue, Black, or Gray		
1	N	63-1106 Defender Spike Vented Windshield	MSRP \$574.95 Less 10%	\$ 517.46
1	N	715005774 Front Corner Protectors	MSRP \$219.99 Less 10%	\$ 197.99
3	N	Stock Wheels x3	MSRP \$209.99 Less >10% EA	\$ 500.00
		>>To make all 4 the same size plus 1 spare		
5	N	28" Xcomp 10 Ply Tires	MSRP \$294.99 Less >10% EA	\$ 1,225.00
		Credit for 2 wheels and 4 stock tires		\$ (250.00)
1	N	50" Front Light Bar Installed	MSRP \$319.95 Less 10% + Labor	\$ 388.00
2	N	Dual Rear Pods/Dual Side Pods on Separate Switches Installed	MSRP \$169.95ea Less 10% + Labor	\$ 475.00
1	N	14.5" LED Red/Blue Strobe on Roof Installed		\$ 300.00
1	N	Red/Blue LED Flashers x8 all on single switch Installed		\$ 350.00
2	N	S3 HD Rear Springs	MSRP \$125ea Less 10% + Labor	\$ 300.00

Bill Of Sale For Property Taken In Trade			
For value received I/we herby bargain and sell, grant and deliver to Agri Center			
Make	Model & Description	Serial #	Trade Amount
	NO TRADE		
1 Year Factory Warranty		Sub Total of Trades	\$0.00
		Value of Trade In	\$0.00

Delivery Charge	\$0.00
Total Cash Delivered Price	\$23,814.53
Total Trade In Allowance	\$0.00
Trade Difference	\$23,814.53
Sales Tax: Govt	\$0.00
Total	\$23,814.53
Trade In Pay Off Amount	
Payment:	
Balance Due	\$23,814.53

Title to the above described equipment shall be transferred to Buyer when Buyer has made payment in full for the equipment.

I hereby certify that the items on this invoice are tax exempt for agricultural use pursuant to Kansas statues. If these items are not used exclusively for tax exempt purposes, I will be liable to the State Of Kansas for the tax, interest, penalty due on such purchases.

Purchasers Signature:

Buyer _____ Date _____

Co Buyer _____ Date _____

Dealership Representative _____ Date _____



Good afternoon

A 2023 Bulldog 82"x12' dovetail utility trailer will be \$2349.00 including spare tire.

This trailer will be equipped with the same options as the one you purchased.

Thank you

Kraig Blackwelder

K&K Sales, LLC

620-833-0000



5104 S K-96 Hwy
South Hutchinson, KS 67505

620-665-8894

www.agricenter.us

Find us on Facebook



Buyer	Hm Phone	Wk Phone	Deal #
Fire District 4			
Contact	Hm Phone	Wk Phone	Date
Travis Vogt			02/15/23
Address	City	State	Zip
		KS	
EMAIL ADDRESS:	Keith		
travis_vogt@renogov.org			

SUBJECT TO THE TERMS AND CONDITIONS BELOW. SELLER AGREES TO SELL AND THE PURCHASER AGREES TO PURCHASE THE FOLLOWING DESCRIBED PROPERTY

Qty	N/U	Description	Serial Number	Amount
1	N	Defender HD10 XT (MSRP \$21,099 Less 8% Govt Discount) Plus \$400 Surcharge	Quote	\$ 19,811.08
		Year: 2023 Model: 8CPF Color:Black		
1	N	63-1106 Defender Spike Vented Windshield	MSRP \$574.95 Less 10%	\$ 517.46
1	N	715005774 Front Corner Protectors	MSRP \$219.99 Less 10%	\$ 197.99
3	N	Stock Wheels x3	MSRP \$209.99 Less >10% EA	\$ 500.00
		>>To make all 4 the same size plus 1 spare		
5	N	28" Xcomp 10 Ply Tires	MSRP \$294.99 Less >10% EA	\$ 1,225.00
		Credit for 2 wheels and 4 stock tires		\$ (250.00)
1	N	50" Front Light Bar Installed	MSRP \$319.95 Less 10% + Labor	\$ 388.00
2	N	Dual Rear Pods/Dual Side Pods on Separate Switches Installed	MSRP \$169.95ea Less 10% + Labor	\$ 475.00
1	N	14.5" LED Red/Blue Strobe on Roof Installed		\$ 300.00
1	N	Red/Blue LED Flashers x8 all on single switch Installed		\$ 350.00
2	N	S3 HD Rear Springs	MSRP \$125ea Less 10% + Labor	\$ 300.00

Bill Of Sale For Property Taken In Trade

For value received I/we hereby bargain and sell, grant and deliver to Agri Center

Make	Model & Description	Serial #	Trade Amount
	NO TRADE		
		Sub Total of Trades	\$0.00
1 Year Factory Warranty		Value of Trade In	\$0.00

Delivery Charge	\$0.00
Total Cash Delivered Price	\$23,814.53
Total Trade In Allowance	\$0.00
Trade Difference	\$23,814.53
Sales Tax: Govt	\$0.00
Total	\$23,814.53
Trade In Pay Off Amount	
Payment:	
Balance Due	\$23,814.53

Title to the above described equipment shall be transferred to Buyer when Buyer has made payment in full for the equipment.

I hereby certify that the items on this invoice are tax exempt for agricultural use pursuant to Kansas statutes. If these items are not used exclusively for tax exempt purposes, I will be liable to the State Of Kansas for the tax, interest, penalty due on such purchases.

Purchasers Signature:

Buyer Date

Co Buyer Date

Dealership Representative Date



Prairie Poly Manufacturing, LLC

20505 S. Whiteside Rd
Pretty Prairie, KS 67570
Phone: (785) 672-0476
Email: prairiepolymfg@gmail.com

Proposal

DATE: February 28, 2023

To:

Reno County Fire District 4
100 W. Main
Arlington, KS 67514

c/o Chief Brady Black and Reno Co. Fire Administrator Travis Vogt
travis.vogt@renogov.org

DESCRIPTION		AMOUNT
Prairie Poly 075 Fire Suppression UTV Skid Unit - Base Unit To Include:		\$5,360.00
<ul style="list-style-type: none">•75 gallon tank; Welded of 1/2" UV Stabilized Copolymer Polypropylene. Gloss Black. Internally baffled to 4 compartments, exceeding NFPA 1901 standard. Tank footprint: 47.5" wide x 34.75" long; approx 13.75" height (not including pump and hose reel height). 10" threaded and vented fill. Drivers side sight gauge. 1" rear tank drain. Pump, reel, and storage compartment to mount on tank top.•Hypro D30GRGI Diaphragm pump on GX160 Honda gasoline engine. Manual start engine. Self priming, positive displacement pump. 580 psi max.; 9.5 gpm max.•Two tank suction ports, front and back, with three-way valve to select.•1" cam coupler port and valve for drafting.•Reelcraft CA32106L1 Manual Hose Reel. 85 ft. of 1/2" PVC 800 psi yellow hose, with Hudson 38505 Spray Gun on swivel.•Pump and Roll whipline: 12' length X 1/2" PVC 800 psi yellow hose with Hudson 38505 Spray Gun on swivel.•30" drain hose (1" ID) with cam coupling and cap.•Storage compartment on tank top with integrated drip torch holder•Unit can be strapped in, or bolted to UTV bed through tank base flange.		
	Quantity	1
	Total	\$5,360.00
	Tax <small>**provide certificate if exempt</small>	\$0.00
	Total Due	\$5,360.00

The above sale price is valid for bid acceptance through April 14, 2023.

Accepting Person or Entity (print)

Accepting Official (signature)

Date

Thank You For Your Consideration

Good afternoon

A 2023 Bulldog 82"x12' dovetail utility trailer will be \$2349.00 including spare tire.

This trailer will be equipped with the same options as the one you purchased.

Thank you

Kraig Blackwelder

K&K Sales, LLC

620-833-0000



AGENDA ITEM

AGENDA ITEM #6.F

AGENDA DATE: April 11, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

ARPA Agreement between Haven EMS and Reno County for the use of ARPA Funds in the amount of \$12,100.

SUMMARY & BACKGROUND OF TOPIC:

On February 14, 2023, the commission approved a subrecipient agreement with Haven EMS for \$12,100. In talking with iParametrics based on the type of purchases and reimbursements for Haven EMS, it was recommended that we have the attached agreement signed and not a subrecipient agreement. A subrecipient agreement would require Haven EMS to file for a Federal UEI number that is not required with the attached agreement.

A copy of the agreement is attached. Also attached is Exhibit 1 from the previously approved subrecipient agreement explaining items the money will be used to purchase.

ALL OPTIONS:

1. Approve the agreement and authorize the county administrator to sign.
2. Deny the agreement.

RECOMMENDATION / REQUEST:

Approve the agreement and authorize the county administrator to sign.

POLICY / FISCAL IMPACT:

The \$12,100 for Haven EMS is the amount allocated by the county commission for ARPA funds.

**AGREEMENT BETWEEN THE COUNTY OF RENO, KS
AND Haven Community EMS
FOR AMERICAN RESCUE PLAN ACT FUNDING**

This Agreement governs the expenditure of American Rescue Plan Act funds provided to the County of Reno, KS ("County") by the U.S. Treasury Department and awarded by the County to Haven Community EMS ("Grantee"), a nonprofit organization. This grant will benefit the Grantee and the County of Reno, KS and its residents.

The County and the Grantee agree as follows:

A. Grant description.

1. The Grantee will use this grant of American Rescue Plan Act funding, as described in Attachment A to this Agreement.
2. The amount of the grant is \$12,100.00 (Twelve thousand and one hundred dollars).
3. The County will reimburse the Grantee for expenditures made for the purposes stated in Attachment A after the Grantee provides the County with the required documentation for the expenditures.
4. The grant period ends on June 30, 2024. Reimbursements will be made no later than that date.

B. Documentation of expenditures and record-keeping.

1. To obtain reimbursements, the Grantee will submit to the County:
 - a) Individual invoices from the vendors who provided goods and services.
2. The Grantee will maintain its books and records in sufficient detail to enable the County to verify the expenditures. Upon reasonable notice, the Grantee will make these books and records available for review by the County during the grant period and for four years after the grant period ends.

C. Publicity

The Grantee shall publicize its receipt of the grant, identify the County of Reno as the source of the grant, and identify the funds received as American Rescue Plan Act funds. The Grantee and the County may use each other's logo in internal and external communications, including electronic communications.

D. Administrative compliance.

1. This grant must be administered in compliance with 31 C.F.R. Part 35, the rules and regulations governing the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, and in compliance with the applicable sections of 2 C.F.R. Part 200, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, including Subpart F, Audit Requirements of the Uniform Guidance. These requirements may include the following:

- a) 2 C.F.R. Part 25, Universal Identifier and System for Award Management.
- b) 2 C.F.R. Part 170, and Appendix A, Reporting Sub-award, and Executive Compensation Information.
- c) 2 C.F.R. Part 180, OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), and 31 C.F.R. Part 19, the Treasury Department's implementing regulation.
- d) 31 C.F.R. Part 20, Governmentwide Requirements for Drug-free Workplace (Financial Assistance).
- e) 31 C.F.R. Part 31, New Restrictions on Lobbying.
- f) Applicable federal environmental laws and regulations.
- g) Statutes and regulations prohibiting discrimination applicable to the ARPA.
- h) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and the Treasury Department's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination based on race, color, or national origin under programs or activities receiving federal financial assistance.
- i) The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing based on race, color, religion, national origin, sex, familial status, or disability.
- j) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination based on disability under any program or activity receiving federal financial assistance.
- k) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and the Treasury Department's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination based on age in programs or activities receiving federal financial assistance.

l) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination based on disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

2. Neither County nor the Grantee will engage in illegal activities or provide resources or support to, receive resources, or support from, or associate in any way with any individual or entity that engages in drug trafficking or acts of terrorism.

3. The Grantee may use the grant funds only for the purposes described above and in Attachment A. If the Grantee is no longer able to use the funds for those purposes because of an unforeseen change in circumstances, including but not limited to labor strikes, work stoppages, or terminations, the Grantee must notify the County within thirty days. The Grantee must return any unspent grant proceeds to the County within thirty days.

4. The Grantee understands that under certain circumstances, the grant may be considered income under applicable statutes, and that the Grantee is responsible for ensuring that acceptance of the grant will not negatively affect the organization.

E. Entire Agreement. This Agreement, including Attachment A, is the entire agreement between the County and the Grantee and supersedes all other written or oral agreements, communications, or course of dealing between the County and the Grantee relating to its subject matter. This Agreement may be amended only by a written document that is identified as an amendment to this Agreement and is signed by both parties.

F. Governing Law. This Agreement is governed by Kansas State law.

G. Counterparts considered originals. This Agreement may be executed in one or more counterparts, each of which will be considered an original. Delivery of this Agreement by electronic means shall be considered valid.

H. Effective date. This Agreement shall take effect on the date both parties have signed it.

I. Contact persons. The following persons are appointed as principal contacts for notice and other communication under this Agreement. Either the County or the Grantee may replace its principal contact by providing written notice to the other party.

COUNTY	
Contact person	Randy Partington
Title	County Administrator
Address	206 West First Avenue, Hutchinson, KS 67501-5245

Email	Randy.partington@renogov.org
Telephone	620-694-2530

GRANTEE	
Contact person	Tony Troyer
Title	EMS Chief
Address	120 North Kansas Street, Haven, KS 67543
Email	Havenems102@gmail.com
Telephone	620-728-4563

IN WITNESS WHEREOF, the County and the Grantee have executed this Agreement on the last day and year written below.

COUNTY OF RENO

 By Randy Partington, County Administrator

Date: _____

HAVEN COMMUNITY EMS
 GRANTEE

 By Tony Troyer, EMS Chief

Date: _____

**AGREEMENT BETWEEN THE COUNTY OF RENO, KS.
AND HAVEN COMMUNITY EMS
FOR AMERICAN RESCUE PLAN ACT FUNDING**

ATTACHMENT A – SCOPE OF GRANT

Organization type	Nonprofit corporation
Organization name	Haven Community EMS
Amount	\$12,100.00
Purpose	<p>This grant is awarded to HAVEN Community EMS for the purchase of needed medical equipment to be utilized by the EMS. Some of the expenditures have already been made, and will be reimbursed to the organization, the other expenditures will be reimbursed based on submission of required documentation.</p> <p>The expenditure will enable the Grantee to respond to the Coronavirus public health emergency more effectively by ensuring they have the needed equipment necessary to respond to public emergencies.</p>
Funding type	Reimbursement based on documented expenditures.
Time of payment	The Grantee should make a request for reimbursements within fifteen days of the date of an expenditure. The County will reimburse the Grantee within thirty days of the date the County receives a request for reimbursement accompanied by the required documentation. Requests for reimbursement should be sent to Reno County for review and payment.
Grant period	The grant period begins upon execution of this Agreement and ends on June 30, 2024.

Exhibit 1:

PROGRAM DESCRIPTION AND BUDGET

Haven Community EMS provides emergency medical services to the residents of the City of Haven, Kansas and the surrounding area. To increase the capacity these emergency services Haven Community EMS will use program funds to purchase the following equipment:

2 Baxter Spectrum IV infusion pumps

NarcBoxes



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: April 11, 2023

PRESENTED BY: Chaplain Richard Haley, Director

AGENDA TOPIC:
Reno County Police/Sheriff Chaplaincy Program 2024 Budget Request

RECOMMENDATION / REQUEST:
No action is requested at this time



RENO COUNTY POLICE-SHERIFF CHAPLAINCY
210 WEST 1ST
HUTCHINSON, KANSAS 67501

ANNUAL REQUEST FOR FUNDING FOR
RENO COUNTY POLICE/SHERIFF CHAPLAINCY PROGRAM

Richard Haley - Director , ,Chaplain, Adam Wooten - Chaplain

Greetings commissioners, this is Richard Haley. I am the Director for the Chaplain Program as of the passing of Chaplain Parrott. I have been the Director since June of 2022. I have been a Police/Sheriff Chaplain since May, 2021. Thank you for your funding of our Chaplaincy for these many years. Please review and advise.

1. Our sources of funding are: Reno Country Commissioners - \$2,000.00 per year. Elliot Mortuary funds certain projects we do for the Community and funds extra needs we may encounter. The County pays for the Chaplain Car upkeep and fuel. The Hutchinson Police Department funds certain training needs at times but does not have a budget for our Chaplain program at this time.
2. Our service as Chaplains is: We assist Police/Sheriff Officers on Death Notifications. We receive many calls throughout the year to come at a moment's notice and assist. These calls come at all times as you would understand. I personally have conducted 4 funerals in the last 12 months for families of the deceased who had no church affiliation. This is all done as volunteers. We also do weekly ride-alongs with Law Enforcement. We ride with the Officer and help with Spiritual Care. This is vital resource as many of the Officers reach out with personal counseling needs at times and it provides Law Enforcement with a certified Chaplain to talk to in a private setting. We also assist with Public needs in many ways ie... Natural Disasters, local community projects, etc...
3. Our funds from our Commissioners is used for training needs. We split the \$2,000 dollars between us both. This gives Adam and I both \$1,000.00 dollars per year to keep up our training and expand out understanding of Chaplain work and best procedures and latest resources available to Chaplains.
4. Unfortunately. This funding falls short of the actual need we have for training.

EXAMPLE: This year, the ATS (annual training seminar) is being held in Phoenix, AZ. (go to [International Conference of Police Chaplains - Serving all law enforcement chaplains - ATS \(icpc4cops.org\)](https://www.icpc4cops.org) to verify please.

The cost for the training is going to be: \$550.00 for 40 hours of classes, Hotel is \$145.00 per night for 5 nights: \$725.00. Airfare for one person: \$663.00 based on today's 3/1/2023 cost.

The overall cost will be : \$1938.00 per Chaplain. In the past I have not attended in order to give Adam the opportunity to go. As the Director I would like to attend this year's ATS. This is through ICPC which is the entity that our Law Enforcement requires we be certified in.

5. Therefore I am requesting the \$2,000.00 annual funding amount plus an additional \$2,000.00 which makes a total of \$4,000.00 for our Chaplain program.

6. Lastly - I am also going to make a request for review I wish to make further in person at our April meeting. It is for the allocation of funds for a PART-TIME LAW ENFORCEMENT CHAPLAIN. I am a volunteer, with it comes a lot of work that I do that only my Captains on both sides see. I believe it is time for a Workplace Chaplain to be hired part time. The statistics show the great need for mental health and care that Chaplains provide not just in a spiritual manner, but, in a mental health capacity. I would like with your permission to present this need for consideration.

YOUR FRIEND AND SERVANT - CHAPLAIN HALEY



AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: April 11, 2023

PRESENTED BY: Jason Steele, Museum Board President; Kelsi Depew, Museum Board Vice-President; and David Reed, Chief Curator

AGENDA TOPIC:
Reno County Museum 2024 Budget Request



100 South Walnut • P.O. Box 664 • Hutchinson, KS 67504-0664
Ph: 620- 662-1184 • Fax: 620-662-0236
E-Mail: info@renocomuseum.org • Website: <http://www.renocomuseum.org>
Owned and operated by the Reno County Historical Society, Inc.

March 22, 2023

Randy Partington
Office of the County Administrator
206 West First Ave
Hutchinson, KS 67501-5245

RECEIVED

MAR 22 2023

KENO COUNTY
BOARD OF COMMISSIONERS

Dear Mr. Partington,

On behalf of the Reno County Historical Society, we would like to respectfully submit our 2024 Reno County allocation request for the Reno County Museum.

- 1) Our primary revenue source is the County allocation. Our 2023 budget for revenue is \$218,125 of which \$185,000 (85%) is the County allocation. Our other major budgeted revenue sources are Facility Rentals (\$2,800), Events (\$4,550), Gift Shop (\$3,000), Donations (\$10,000), Memberships (\$2,500), Courtyard Brick Program (\$1,000), and Fundraisers (\$3,000).

Our request for funding from Reno County for 2024 is \$232,000. This is a continuation of our current allocation with an increase of 6.5% for inflation, plus an additional \$35,000 to hire a Museum Educator.

- 2) Our 2023 budget for expenses is \$213,020. The County allocation provides almost 87% of our funding and without it we would not be able to operate the Museum. \$117,000 (55%) of our budget is for staff salaries. The remainder pays for the operation of the Museum including exhibits, maintenance, utilities, and other expenses. Our 2024 request would continue to fund Museum operations and staff, with the addition of another staff member for Museum Education.
- 3) The Reno County Museum (RCM) consists of four full time Historical Society staff members. A curator, two archivists and an event coordinator. All members of the staff have master's level of education in relevant fields. The staff is among the most highly educated in the state outside of Topeka. Collectively they manage an archive consisting of over 40,000 artifact records with nearly 200,000 individually numbered items, one of the largest in the state.

Since the end of the pandemic the RCM has seen a dramatic increase in attendance. The Hutchinson Community Foundation has awarded several grants to the RCM to improve the children's area and to create a new oral history project. The curator has written a nationally published book on the history of Reno County. In light of our numerous collaborations with



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local organizations, the RCM recently hired an event coordinator to help increase the footprint of the community and to help raise funds for future projects.

At its height in 2001, the RCM boasted attendance rates of over 20,000 visitors per year. Memberships rates exceeded 500 members. And although voters approved a .4 mill levy in 1988, the museum has seen a steady decline in funding for the last 20 years. This has resulted in the cutback of staff from eight to four. The physical infrastructure of the building is also showing signs of fatigue with several key areas well below 21st century standards. In 2000, the RCM budget was \$138,000 (equivalent to \$239,000 today). In the last 23 years, the budget has had a net increase four times. Indeed, the budget has remained virtually constant for 15 of the last 22 years. As the Reno County budget has doubled from \$40 million in 2007 to over \$80 million in 2022, the museum has not had the benefit of growing with the county.

Therefore, the RCM is respectfully submitting the following proposal for the County Commissioners to consider. **The proposal is to grant an increase from our current allocation to 6.5% (rate of inflation or \$12,000) plus the addition of \$35,000 (a total increase of \$47,000).** This amount (.3% of the Reno County budget) will allow the RCM to offset rising costs due to inflation and hire an additional staff member to fill the role of Museum Educator. This increase will also help provide competitive wages in a field where it is difficult for smaller museums to find qualified staff.

Museum Educator responsibilities:

- Creation of museum-based historical curriculum for all grade levels.
- Development of field trip programs.
- Development of programs for the Museum Educator to augment classroom activities through personal visits with the museum's educational artifact collection.
- Creation of summer programs such as museum school.
- Re-establish the lecture series that brought in history experts to discuss relevant topics

Benefits of a Museum Educator:

- Increasing the museum's footprint in the community and schools.
- Increased foot traffic.
- Growing the membership base.
- Providing low-income families with a valuable community service.

All top-rated museums have an educator. As the cultural backbone for the county, the RCM staff hopes the county commissioners will see that continued and increased support of the



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museum provides not just an educational benefit, but one that can impact local events, organizations, and citizens of all ages. This is a minimal investment into the community for maximum return. With recent business closures, it is more important than ever to maintain a sense of shared history and community pride to keep citizens engaged in Reno County's future.

Respectfully yours,

Reno County Historical Society Board of Directors and Reno County Museum Staff

**Reno County Museum
Actual/Projected Income Statement
For Years 2022 - 2024**

Revenues

	<u>2022 (Actual)</u>	<u>2023 (Estimated)</u>	<u>2024 (Proposed)</u>
County Allocation	\$ 185,000.00	\$ 185,000.00	\$ 232,000.00
Community Foundation Grant	\$ 1,500.00	\$ -	\$ -
Members and Donors	\$ 14,573.01	\$ 13,500.00	\$ 13,500.00
Programs and Gift Shop	\$ 7,420.10	\$ 10,450.00	\$ 10,450.00
Other	\$ 17,439.22	\$ 9,175.00	\$ 9,175.00
Total Revenue	\$ 225,932.33	\$ 218,125.00	\$ 265,125.00

Expenses:

Operation Total	\$ 236,240.41	\$ 210,097.58	\$ 257,097.58
Sales and Marketing Total	\$ 10,031.54	\$ 8,820.00	\$ 8,820.00
Administrative Total	\$ 8,714.35	\$ 5,800.00	\$ 5,800.00
Total Expenses	\$ 254,986.30	\$ 224,717.58	\$ 271,717.58

Operations Income / Loss	\$ (29,053.97)	\$ (6,592.58)	\$ (6,592.58)
<u>Investment Fund Change in Value:</u>			
Houston Whiteside Fund Balance Adjustment	\$ (57,725.54)	\$ 6,000.00	\$ 6,000.00
 Net Income / Loss	 \$ (86,779.51)	 \$ (592.58)	 \$ (592.58)
	=====	=====	=====

Museum Staff

- ▶ Fully professional with advanced degrees in museum studies, library management and anthropology
- ▶ Among best trained staff outside of Topeka
- ▶ Volunteers that help in a variety of capacities
- ▶ Ready to implement new programs

Collection

- ▶ One of the largest professionally maintained collections in the state
- ▶ 40,000 artifact records
- ▶ Over 200,000 items
- ▶ Nearly 20,000 photographs

Wins

- ▶ Attendance has been on increase since end of pandemic
- ▶ Event planner to create new events and boost community footprint
- ▶ HCF grants to help develop children's area
- ▶ Nationally published history book
- ▶ Outreach collaborations with library, Art Center, Chamber, Fox Theater and more.

Budget History

- ▶ For 15 of the last 22 years, museum budget has remained the same, while county budget has more than doubled
- ▶ Museum budget in 2000 was \$135,000 equal to \$234,000 today.
- ▶ Reflected in the steady decline of visit rate and decay of infrastructure
- ▶ Five year plan suggests that the educator position will pay for itself within 3 years.

Struggles

- ▶ Failing infrastructure (HVAC, Parking light, doors, ADA compliance)
- ▶ Worn and outdated interior (carpeting, outdoor spaces, conference room)
- ▶ Limited archival supplies and storage space – slows ability to process artifacts and store them properly.

Collecting and Preservation challenges

- ▶ Residents of Reno County continue to donate artifacts at a consistent rate
- ▶ Archival supply costs continue to rise
- ▶ New storage solutions must be explored
- ▶ 15 year backlog



Reno County Museum Mission

THE MUSEUM WILL COLLECT, PRESERVE, AND INTERPRET THE HISTORY OF RENO COUNTY, KANSAS TO INSPIRE AWARENESS AND APPRECIATION OF THE PAST FOR PRESENT AND FUTURE GENERATIONS.

Inspire Awareness

Serving primarily Reno County residents

Schools

Other organizations: library, Chamber, Fox Theater, SEER, TECH

Secondary

Visitors outside the county interested in the unique history of the county, especially Sedgwick County

Nationwide research requests

Increase Awareness

- ▶ Increasing the digital footprint through expanded access of the archive online
- ▶ Additional low cost educational programs – field trips, outreach programs, lecture series, newsletters

Appreciation

Education and exhibition

Rotate exhibits more frequently through greater access to artifacts

Budget increase request

Budget increase will address:

National inflation increase 6.5%, \$12,000

Hire an Educator \$35,000

\$232,000 accounts for only 0.3% of total Reno County 2022 budget

County budget has grown from \$68million to \$80.9million in three years

Museum budget has minimal impact

Why an educator

- ▶ Field trips have dropped to zero
- ▶ No staff to visit schools
- ▶ Educational material has not been updated in 25 years
- ▶ Biggest draw to the museum is children's area, opportunity to create exhibits aimed at kids
- ▶ Size of collection creates educational potential
- ▶ Start them young on community involvement and pride

Educator's focus

- ▶ Dedicated to creating a curriculum focused on Reno County history
- ▶ Able to conduct field trips
- ▶ Able to visit schools for special discussions
- ▶ Creating a museum school
- ▶ Adult learning
- ▶ Boost programs and perks to increase membership

Stop the “Brain Drain”

- ▶ Exodus of Kansas residents can be slowed
- ▶ Create community involvement
- ▶ Cohesion with a shared past
- ▶ Pride in your shared heritage

Reno County Museum

- ▶ Fully funded, can rival Sedgwick County and Kansas State Museum
- ▶ Unique history in the state of Kansas
- ▶ Help revitalize downtown and participate in Chamber's master plan
- ▶ Cohesion to outlying communities such as Buhler, Haven and Pretty Prairie
- ▶ Start to bring back programs we were known for
- ▶ Working with event coordinator, educator will boost attendance and overall community footprint. Promoting in kind donations, memberships, return visits.

Summarize

- ▶ Funding request of 6.5% (\$12,000) increase to address inflation and \$35,000 to hire an educator to promote museum programs (\$47,000 combined)
- ▶ Total Reno County Museum Budget \$232,000
- ▶ Minimal investment, maximum return
- ▶ Museum can better support TECH, Youth, Elderly Services, and community as a whole

RESOLUTION 88- 56

A RESOLUTION PROVIDING FOR A TAX LEVY OF UP
TO .4 MILLS ON ALL TAXABLE TANGIBLE PROPERTY
IN THE COUNTY FOR THE PURPOSE OF ESTABLISHING,
MAINTAINING, DISPLAYING AND HOUSING
THE COUNTY'S HISTORICAL COLLECTION

WHEREAS, the Board of County Commissioners has by resolution pursuant to K.S.A. 19-2648 provided for the establishment, maintenance, display and housing of a historical collection, and

WHEREAS, pursuant to K.S.A. 19-2649, the Reno County Historical Society, Inc. has been designated as the supervisor or curator of the historical collection, and

WHEREAS, K.S.A. 19-2651 authorizes a tax levy for the purpose of establishing, maintaining, displaying and housing a historical collection.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, THAT:

1. A tax levy of up to .4 mills be levied annually on all taxable tangible property in Reno County, Kansas, commencing with tax year 1989 for the purpose of establishing, maintaining, displaying and housing a historical collection at this time located at the Reno County Historical Museum.

2. If a petition in opposition to the tax levy, signed by not less than ten percent (10%) of the qualified electors of the County, is filed with the county election officer within forty (40) days after publication of this Resolution, the tax levy will not be made unless first approved at a question submitted election which shall be called for that purpose or at the next general election.

3. That this Resolution shall be published once each week for two (2) consecutive weeks in a newspaper having general circulation in the County.

4. In the event that no petition as specified herein is filed with the county election officer, the Board of County Commissioners may make the tax levy specified in this Resolution.

5. If such Petition is filed as provided, the Board of County Commissioners may notify the county election officer of the date and election to be held to submit the question of whether such tax levy shall be authorized. If a majority of electors of the County voting on the question are in favor of the tax levy, the governing body may thereafter make the same.

ADOPTED in regular session this 7th day of Sept, 1988.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Lewis H. Larson
LEWIS H. LARSON, Chairman

Mildred J. Baughman
MILDRED J. BAUGHMAN, Member

Donna S. Zwick
DONNA S. ZWICK, Member

ATTEST:

Jerry M. Franklin
County Clerk



AGENDA ITEM

AGENDA ITEM #7.C

AGENDA DATE: April 11, 2023

PRESENTED BY: Libertee Thompson, Drug Court Coordinator

AGENDA TOPIC:
Reno County Drug Court 2024 Budget Request

RECOMMENDATION / REQUEST:
No action is requested at this time



COMMUNITY CORRECTIONS

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

March 17, 2023
Reno County Commission
2024 Alcohol Tax Fund application

Dear Reno County Commissioners,

Reno County Drug Court requests alcohol tax funding in the amount of \$10,000. The Reno County Drug Court is reserved for drug addicted felony offenders who are at the highest risk of reoffending. All are court ordered to intensive supervision probation with Community Corrections.

The program is designed to provide the services needed to address barriers to successful probation completion with the highest amount of accountability through biweekly court hearings. There are an average of 32 participants in drug court at a time. There is no limit to the number of participants that drug court can take but there are eligibility criteria that is followed to get into the program. Referrals to the program come from the county district attorney, district court judges, and community corrections. In 2022 there were 10 graduates of the program. About 80% of graduates stay out of the justice system for at least 5 years.


The Reno County Drug Court collaborates with several community agencies in the reduction of drug use and criminal behavior to include: Horizon's Mental Health Center, The Substance Abuse Center of Kansas, Reno Alcohol and Drug Services, Prairie Star, Vocational Rehabilitation, the Reno County Correctional Facility, the Hutchinson Police Department, the Reno County District Attorney's office, Reno County District Court, Oxford House Chapter 13, the Hutchinson Community Foundation, the City of Hutchinson, and many other local agencies as needed by participants. Community agencies and businesses are collaborative and generous when working with Reno County Drug Court. Our supporters believe drug misuse and crime are a community problem and drug court offers an innovative alternative. It is proven to be effective in increasing treatment engagement and reducing recidivism.

There are many drug court alumni that are now productive citizens of Reno County. They volunteer their time, are passionate about others, and care about making our county a great place to live. They are raising great kids and care about our schools. The drug court program results in both taxpayer savings in criminal justice and social services and an increase in revenue from graduates that obtain gainful employment.

Reno County Drug Court is requesting \$10,000 in funding for direct program needs and Oxford house rent. Funding for the program comes from many different sources. Every team member except the defense attorney devotes their time to drug court voluntarily. This is on top of their normal job duties. Expenses for mental health services and substance use disorder treatment services are often paid for through block grants or state funding sources because most participants are not insured. The program will provide help with recovery barriers such as unstable housing, transportation issues, employment issues, budgeting, parenting skills, education, mental health copays, medications, etc.

Oxford house rent costs the program approximately \$8,000 a year. Recovery barrier expenses vary from year to year. Historically this cost has been approximately \$2,000. Included with the narrative is a list of income sources and expenditures that are specific to the drug court program. Thank you for your continued support of the Reno County Drug Court program.

Sincerely,



Libertee D. Thompson
ISO II | Reno County Drug Court Coordinator
libertee.thompson@renogov.org 620-259-8414

Reno County Community Corrections-Drug Court Program

FY 24 budgeted Program Income

Source	Amount	Status	Date
City special alcohol tax	\$24,500	Request	4/23
County special alcohol tax	\$10,000	Request	4/23
Kansas Department of Corrections	\$170,053	Request	7/23
Behavioral Health grant	\$12,639	Request	7/23
Program reimbursements	\$1,000	anticipated	7/23
Total Income	\$218,192		

FY 24 anticipated Program Expenditures

Personnel

Program Coordinator	Full-time, salaried 100% effort + benefits	\$89,707
Intensive Supervision Officer I	Full-time, salaried 50% effort + benefits	\$48,515
Intensive Supervision Officer I	Full-time, hourly 50% effort + benefits	<u>\$38,123</u>

Total Personnel **\$176,345**

Sweat drug screens	\$1,000
Urine drug screens	\$5,447
Office Supplies	<u>\$600</u>

Total Supplies **\$7047**

Contracts/Consultants defense attorney **\$18,500**

Treatment copays	\$800
Medication	\$500
Housing	\$8,000
Transportation	\$300
Education	\$200
Incentives	<u>\$4,000</u>

Total Recovery Support **\$13,800**

Travel	\$1,500
Training	\$1,000

Total Training **\$2,500**

Total Expenditures **\$218,192**

Does not include in-kind labor costs of the judge, prosecutor, treatment professionals and other staff.



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: April 11, 2023

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution Providing for Temporary Moratorium on Commercial Solar Energy Project Development in the Unincorporated Area of Reno County, Kansas

ALL OPTIONS:

- Adopt Resolution
- Send Resolution back to staff for revisions
- Decline to adopt Resolution

RECOMMENDATION / REQUEST:

Adopt Resolution

RESOLUTION 2023-__

A RESOLUTION PROVIDING FOR A TEMPORARY MORATORIUM ON COMMERCIAL SOLAR ENERGY PROJECT DEVELOPMENT WITHIN THE UNINCORPORATED AREA OF RENO COUNTY, KANSAS; DIRECTING THAT RENO COUNTY ZONING REGULATIONS CURRENTLY IN EFFECT WITH RESPECT TO COMMERCIAL SOLAR ENERGY PROJECTS BE REVIEWED

WHEREAS, the current Reno County Zoning Regulations provisions do not address the subject of Commercial Solar Energy Projects in the Unincorporated Areas of Reno County; and

WHEREAS, due to the number of impacts that a Commercial Solar Energy Project might have on that property for both current and future property owners, the Board of County Commissioners recognize that a need exists to review, consider potential changes, and potentially adopt land development regulations and/or standards that may pertain to such property uses; and

WHEREAS, the Board of County Commissioners desires to provide adequate time for the Reno County Planning Commission to properly evaluate and implement changes to the Zoning Regulations to address the subject of Commercial Solar Energy Projects by providing for the suspension of applications for Conditional Use Permits for Commercial Solar Energy Projects and for the suspension of construction and erection of Commercial Solar Energy Projects in the interim; and

WHEREAS, the Board of County Commissioners desires to provide adequate time to determine if commercial solar energy projects should be allowed in Reno County, and if so under what conditions and circumstances; and

WHEREAS, in accordance with K.S.A. 12-741 et seq. and K.S.A. 19-101 et seq., the County has police power and statutory authority to regulate the conduct of rural development through Zoning Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that:

1. The Reno County Planning and Zoning Department and Reno County Planning Commission are hereby directed to suspend acting upon any application received for the issuance of a Conditional Use Permit or for permits for the erection and construction of any Commercial Solar Energy Project or any component thereof.
2. The establishment of any Commercial Solar Energy Project in the unincorporated area of Reno County is hereby suspended and prohibited and the same is hereby declared to be a violation of the public interest of Reno County so long as this Resolution shall remain in effect.
3. The Reno County Planning and Zoning Department and the Reno County Planning Commission is directed to review and update Reno County Zoning Regulations to address Commercial Solar Energy Project development in the unincorporated area of Reno County, Kansas and to draft and consider text amendments to the Reno County Zoning Regulations

4. The Moratorium imposed by this Resolution may be extended, terminated earlier than its expiration date or otherwise amended by subsequent resolution of this Board of County Commissioners.
5. This Resolution shall take effect and be in full force and effect from and after its adoption and publication in the official county newspaper and shall remain in effect until December 31, 2023.

PASSED AND ADOPTED by the Commissioners of Reno County, Kansas, this 11th day of April, 2023.

**BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS**

Daniel Friesen, Chairman

ATTEST:

Donna Patton, County Clerk

Randy Parks, Vice Chairman

Ron Hirst, Member

Don Bogner, Member

John Whitesel, Member



AGENDA ITEM

AGENDA ITEM #8.B

AGENDA DATE: April 11, 2023

PRESENTED BY: Randy Regehr

AGENDA TOPIC:

Community Corrections Adult Comprehensive Grant Application to the Kansas Department of Corrections for \$1,172,390.26 for SFY'24.

SUMMARY & BACKGROUND OF TOPIC:

The adult comprehensive plan grant application funds the statutorily required adult supervision program with Community Corrections. This grant is primarily State General Fund money passed through the Kansas Department of Corrections.

ALL OPTIONS:

Grant approval or approval with adjustments.

RECOMMENDATION / REQUEST:

Approval of grant application.

POLICY / FISCAL IMPACT:

Application amount of \$1,172,390.26



COMMUNITY CORRECTIONS

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

FY'24 Adult Comprehensive Plan Grant

Community Corrections is grant funded primarily with State general funds through the Kansas Department of Corrections. Community Corrections is a statutorily required partnership between the State and County government. The grant provides funding for supervision and behavioral health services for people convicted of a felony offense and assigned to supervision with this agency.

State Statute directs Community Corrections agencies to achieve a success rate of 75% or higher, or improve by 3% from the prior fiscal year. Reno County ended FY'22 with a 67.5% success rate with 141 successful completions and 68 people revoked to prison. For FY'24 the agency set a goal of at least a 71% success rate. The supervisory staff will also be doing quality assurance and coaching of officers to assist them in improving their skills in changing client thinking and behavior. Assessment quality assurance and coaching by Community Solutions Inc. will continue to ensure officers are effectively and accurately completing the risk and needs assessments.

FY'24 Adult Budget Summary

Supervision	Requested Amount
Salary & Benefits	\$829,720.13
Operations	\$27,041.20
Client Services	\$9,190.00
Communications	\$2,000.00
Equipment	\$4,414.20
Supplies	\$27,450.00
Training	\$1,600.00
Travel	\$4,530.00
Behavioral Health	
Salary & Benefits	\$45,144.73
Client Services	\$53,800.00
Contractual	\$167,500.00
Total	\$1,172,390.26

FY2024 Adult Comprehensive Plan Grant Signatory Approval Form

Community Corrections Agency : 27th Judicial District Community Corrections

My signature below certifies that I did assist in the development, completion, and review of the agency's Comprehensive Plan grant application (Plan). I further certify that:

1. The Plan, including all forms and attachments, complies with the written directions provided by the Kansas Department of Corrections (KDOC).
2. The Plan, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Adult AISP and Residential Center Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on adult community corrections supervision.
4. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Adult AISP and Residential Center Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2024 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, implementation, operation, and improvement of community correctional services pursuant to K.S.A. 75-5291, et. al and amendments thereto, as submitted in the Plan and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Adult AISP and Residential Center Standards, policies, and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated by the Kansas Legislature to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of client information. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as employees or agents of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, worker's compensation, and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees or agents in work authorized by the comprehensive plan.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

FY2024 Adult Comprehensive Plan
Grant Signatory Approval Form

10. Submit problems or issues regarding the terms of this grant in writing to the KDOC Deputy Secretary of Juvenile and Adult Community-Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.

Agency Director

Printed Name:	Randy Regehr
Title:	Director
Signature:	
Date:	

Governing Board or Corrections Advisory Board Chairperson

Printed Name:	Thomas Stanton
Title:	District Attorney
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Daniel Friesen
Title:	Chairman
Signature:	
Date:	

Host/Administrative County Financial Officer

Printed Name:	Brenda Kowitz
Title:	Treasurer
Signature:	
Date:	

***Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.



AGENDA ITEM

AGENDA ITEM #8.C

AGENDA DATE: April 11, 2023

PRESENTED BY: Randy Regehr

AGENDA TOPIC:

Community Corrections Juvenile Reinvestment Grant Application to the Kansas Department of Corrections for \$80,000 for Contractual Substance Abuse Treatment for Youth for SFY'24.

SUMMARY & BACKGROUND OF TOPIC:

The Juvenile Reinvestment Grant will continue to pay for substance abuse treatment services for justice involved youth through a contract with the Substance Abuse Center of Kansas.

ALL OPTIONS:

Grant approval.

RECOMMENDATION / REQUEST:

Approval of grant application.

POLICY / FISCAL IMPACT:

The grant is for \$160,000 for two years.



COMMUNITY CORRECTIONS

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

FY'24-25 Juvenile Reinvestment Grant

In 2016 Senate Bill 367 eliminated placing juvenile offenders in out-of-home placements with the goal of treating the youth in th community while remaining at home. The cost savings from not housing youth in placements was to be reinvested into programs in communities.

Reno County is requesting to continue using this grant funding to pay for the treatment of youth with a substance use disorder. The service will be provided by the Substance Abuse Center of Kansas, SACK. The grant is requesting to pay for one full-time Licensed Addictions Counselor and one part-time mentor. Youth with a juvenile offense who are assigned to supervision with Court Services or Community Corrections can access these services. The services will include both individual and group treatment as well as individual meetings with the mentor.

Community Corrections is applying for a total of \$160,000 for the two year grant cycle. This will continue the contract for \$80,000 per year with SACK.

FY24-25 Reinvestment Grant Signatory Approval Form

Community Corrections Agency 27th Judicial District Juvenile Services

My signature below certifies that I did assist in the development, completion, and review of the agency's grant application (Application). I further certify that:

1. The Application, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Application, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2025 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers pursuant to KSA 75, 52-164 and as submitted in the Application and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

FY24/25 Reinvestment Grant Signatory Approval Form

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.
13. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by the Reinvestment grant funds.

Agency Director

Printed Name:	Randy Regehr
Title:	Director
Signature:	
Date:	

Governing/Corrections Advisory Board Chairperson

Printed Name:	Kathleen Carter
Title:	Chairwoman
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Daniel Friesen
Title:	Chairman
Signature:	
Date:	

FY24/25 Reinvestment Grant
Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	Brenda Kowitz
Title:	Treasurer
Signature:	
Date:	

***Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.



AGENDA ITEM

AGENDA ITEM #8.D

AGENDA DATE: April 11, 2023

PRESENTED BY: Jessica Susee

AGENDA TOPIC:
KDOC Juvenile Grant Applications

SUMMARY & BACKGROUND OF TOPIC:

KDOC provides annual funding to Reno County through various state grants for graduated sanctions programs, prevention programs, and evidence-based programs and practices for juvenile offenders and their families. BOCC approval is required prior to submission of the KDOC grant applications.

KDOC has provided planning allocations to Reno County for the following grants in the amounts indicated below:

- **Juvenile Comprehensive Plan Grant:** \$758,258.36 for one year of funding during State Fiscal Year 2024 for Graduate Sanctions programs and Delinquency Prevention programs
- **Juvenile Reinvestment Grant:** \$261,024.00 for two years of funding during State Fiscal Years 2024 & 2025 for evidence-based programs and practices for juvenile offenders and their families
- **Juvenile Corrections Advisory Board Grant:** \$326,281.06 for two years of funding during State Fiscal Years 2024 & 2025 for evidence-based programs and practices for juvenile offenders and their families

Reno County Community Corrections & Youth Services are seeking approval of grant applications for each of the grants listed above. The grant applications are due by 5:00 p.m. on May 1, 2023. Summaries and grant conditions are provided for each grant application.

ALL OPTIONS:

- Approve each of the grant applications as proposed.
- Deny each of the grant applications as proposed.
- Selectively approve one or more of the grant applications.
- Table action to another meeting prior to May 1, 2023.

RECOMMENDATION / REQUEST:

Approve the grant applications as proposed.

POLICY / FISCAL IMPACT:

Without BOCC approval, the grant applications will not be able to be submitted, and funding from KDOC will be withheld. Current programs funded by KDOC include Community Corrections Juvenile

Intensive Supervised Probation, Juvenile Case Management, Reno County Youth Services Juvenile Intake & Assessment, Rise Up Reno Prevention Network's School-Based Mentoring Program, and substance abuse services for Reno County juveniles with the Substance Abuse Center of Kansas. Funding for these programs would be lost if the BOCC approval is not provided. Additional requested funding from KDOC for FY24 & FY25 for the development and implementation of a community based program, Project YES, for juvenile offenders and their families will not be able to be requested if the application for that program is not approved.



COMMUNITY CORRECTIONS

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

Juvenile Intensive Supervision Probation and Case Management

Goals: Community Corrections Has two primary goals the agency will be focusing on in FY'24. First, the agency will work to improve officers skills through coaching and quality assurance. Cory Vaile was promoted to juvenile supervisor in FY'23. He has begun the work of improving quality assurance measures with the juvenile program. Don Wilkins and Libertee Thompson will assist him with coaching officers to improve their skills in interactions with youth and their families.

The second goal is to improve the cohesion of the juvenile supervision program. ISO II Cory Vaile will reinstitute juvenile case management meetings. The juvenile ISO I staff are fairly inexperienced in the case management and documentation requirements for the supervision of youth. These meeting will focus on training and collaboration in the supervision of youth.

Grant Funding: The Governor included additional grant funding in her budget for FY'24 with the focus of increasing staff salaries. The following is a summary of these grant budgets:

JISP		Case Management	
Salary & Benefits	\$281,482.15	Salary & Benefits	\$70,370.54
Travel	\$574.00	Travel	\$756.00
Training	\$600.00	Training	\$150.00
Operations	\$12,914.64	Operations	\$3,376.16
Communication	\$1,200.00	Communication	\$300.00
Equipment	\$13,000.00	Equipment	\$12,389.00
Supplies	\$585.00	Supplies	\$165.00
Client Services	\$2,300.00	Client Services	\$1,300.00
Contractual	\$470.00	Contractual	\$130.00
Total	\$313,125.79	Total	\$88,936.70



Juvenile Detention Center
Juvenile Intake & Assessment
Bob Johnson Youth Shelter

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 Intake & Assessment – FY2024

Programmatic Changes:

JIAS completed 661 intake and assessments for youth who had law enforcement involvement as children in need of care or alleged juvenile offenders during calendar year 2022, an increase of 3% from 2021. Juvenile offender referrals increased by 15.75% from 2021, with referrals related to substance abuse offenses increasing 52% and person offenses increasing 17%. The percentage of youth presenting to intake with at least one prior arrest increased from 39% in 2021 to 43% in 2022. Children in need of care referrals decreased by 6% from 2021 to 2022. Of the 661 youth referrals, 63% were released from intake back to the community to the care of a parent, guardian, or relative.

Juvenile Intake & Assessment (JIAS) continues to be understaffed at this time for standby staff, with a position that has been vacant since November 2021. Very few applications have been received for this position. Current intake staff are working additional hours to ensure services are available 24 hours a day, 365 days a year, as statute requires. The vacant position has continuously been advertised and promoted on the county website and social media. Additionally, one full-time staff is expected to retire during FY24.

Intake staff have moved to electronic draft intake reports and continued electronic distribution of reports to stakeholders, reducing printing to only a permanent copy for the youth’s file.

Agency Goals:

JIAS staff will work toward goals of improving teamwork, collective knowledge, and consistency among staff, as well as continual training and education to ensure JIAS services are of high quality for our community. Quarterly all-staff meetings will be held, as well as weekly individual meetings for full-time staff and monthly individual meetings for standby staff. Staff will be expected to complete on-going training hours each month on current topics relevant to JIAS identified by either the JIAS Supervisor or staff. In addition, JIAS staff will continue to complete all required training per KDOC standards and agency expectations.

Grant Funding:

A total of \$313,781.85 is being requested for Juvenile Intake & Assessment. JIAS personnel positions include one administrator, two full-time staff, and three standby staff. The Governor included additional grant funding in her budget for FY24 with the focus of increasing staff salaries; however, JIAS staff salaries remained aligned with the County pay scale. The following is a summary of the requested JIAS budget for FY24:

JIAS	
Salary & Benefits	\$ 269,535.97
Travel	\$ 1,200.00
Training	\$ 5,550.00
Operations	\$ 14,550.00
Communication	\$ -
Equipment	\$ 6,100.00
Supplies	\$ 1,500.00
Client Services	\$ 15,345.88
Contractual	\$ -
Total	\$ 313,781.85



Juvenile Detention Center
Juvenile Intake & Assessment
Bob Johnson Youth Shelter

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

Prevention Program: School-Based Mentoring (Rise Up Reno) – FY2024

Program Description:

Rise Up Reno School Based Mentoring is a primary prevention program aimed at improving school attendance and performance. Any student aged 5-18 enrolled in schools within Reno County may participate; however, the primary focus is Hutchinson Public Schools. Referrals are provided by parents or guardians, teachers, counselors, principals, or other school staff. Most of the students served are identified as having academic and/or social emotional needs that require additional support from mentors.

Rise Up Reno School Based Mentoring connects students with responsible caring adult or high school volunteers in schools. These volunteers enhance a student’s ability to succeed by providing academic coaching, social skills, career guidance, assistance with projects, or sharing special interests. Read-with-Me volunteers improve the social skills, academic achievement, and attachment to school and community with structured reading tutoring programs. Service-Learning program at Hutchinson High School provides high school students the opportunity to serve as mentors to Hutchinson Elementary students every day during each trimester. Service-Learning students also benefit from the experience and can earn a varsity letter for their part in mentoring through Rise Up Reno. Volunteers meet with a matched mentee a minimum of 30 minutes a week to have lunch or breakfast, work on reading, or social skills. The goal is to be a caring adult that connects with the student to provide a positive mentoring experience. All the Rise Up Reno School Based Mentoring programs are open to accommodating the needs of the students, volunteers and teachers as to what best fits them. Our volunteers also serve entire classrooms of students, working with all the students on individual needs as well as group needs as needed by the classroom teacher. Rise Up Reno School Based Mentors are expected to make the commitment to mentor for the entire school year. The students will remain in the program for their school year as well. Mentors continue meeting with students every year until the student or family doesn't want a match any longer. Rise Up Reno School Based Mentoring has been a Mentor Kansas Gold Star Program since February 10, 2014.

Program Goals:

Increase the number of students receiving mentoring services by 20% in 2024. 90% of participating students behavior will improve as reported by school staff, from the beginning of the first trimester to the end of the third trimester. Outcomes will be measured by the Rise Up Reno database and short surveys that will be sent to school staff including counselors, teachers, and principals at the end of each quarter.

Grant Funding: A total of \$ 41,914.02 is being requested for School-Based Mentoring. Rise Up Reno School-Based Mentoring personnel includes one program coordinator whose position is funded 75% by the grant.

Prevention	
Salary & Benefits	\$ 32,714.50
Travel	\$ 806.40
Training	\$ 1,500.00
Operations	\$ 2,000.00
Communication	\$ 360.00
Equipment	\$ -
Supplies	\$ 683.12
Client Services	\$ -
Contractual	\$ 3,850.00
Total	\$ 41,914.02

FY2024 Juvenile Comprehensive Plan Grant Signatory Approval Form

Community Corrections Agency 27th Judicial District Juvenile Services



My signature below certifies that I did assist in the development, completion, and review of the agency's Comprehensive Plan grant application (Plan). I further certify that:

1. The Plan, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Plan, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on juvenile community corrections supervision.
4. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2024 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, implementation, operation, and improvement of juvenile community correctional services pursuant to K.S.A. 75-7022, *et seq.*, and amendments thereto, KSA 38-2302, *et seq.*, and amendments thereto, KSA 38-1008 *et seq.*, and amendments thereto, as submitted in the Plan and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

**FY2024 Juvenile Comprehensive Plan
Grant Signatory Approval Form**

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.

Agency Director

Printed Name:	Jessica Susee
Title:	KDOC-JS Administrative Contact
Signature:	<i>Jessica Susee</i>
Date:	4/3/2023

Governing/Corrections Advisory Board Chairperson

Printed Name:	Kathleen Carter
Title:	Juvenile Corrections Advisory Board Chairperson
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Daniel Friesen
Title:	Board of County Commission Chairperson
Signature:	
Date:	

FY2024 Juvenile Comprehensive Plan
Grant Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	Brenda Kowitz
Title:	Treasurer
Signature:	
Date:	

***Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.

FY2024 Juvenile Comprehensive Plan
Grant Signatory Approval Form

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	



COMMUNITY CORRECTIONS

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

FY'24-25 Juvenile Reinvestment Grant

In 2016 Senate Bill 367 eliminated placing juvenile offenders in out-of-home placements with the goal of treating the youth in th community while remaining at home. The cost savings from not housing youth in placements was to be reinvested into programs in communities.

Reno County is requesting to continue using this grant funding to pay for the treatment of youth with a substance use disorder. The service will be provided by the Substance Abuse Center of Kansas, SACK. The grant is requesting to pay for one full-time Licensed Addictions Counselor and one part-time mentor. Youth with a juvenile offense who are assigned to supervision with Court Services or Community Corrections can access these services. The services will include both individual and group treatment as well as individual meetings with the mentor.

Community Corrections is applying for a total of \$160,000 for the two year grant cycle. This will continue the contract for \$80,000 per year with SACK.

FY24-25 Reinvestment Grant Signatory Approval Form

Community Corrections Agency 27th Judicial District Juvenile Services



My signature below certifies that I did assist in the development, completion, and review of the agency's grant application (Application). I further certify that:

1. The Application, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Application, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.


Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2025 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers pursuant to KSA 75, 52-164 and as submitted in the Application and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

**FY24/25 Reinvestment Grant
Signatory Approval Form**

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.
13. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by the Reinvestment grant funds.

Agency Director

Printed Name:	Jessica Susee
Title:	KDOC-JS Administrative Contact
Signature:	
Date:	4/3/2023

Governing/Corrections Advisory Board Chairperson

Printed Name:	Kathleen Carter
Title:	JCAB Chairperson
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Daniel Friesen
Title:	BOCC Chairperson
Signature:	
Date:	

FY24/25 Reinvestment Grant
Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	
Title:	
Signature:	
Date:	

***Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.

FY24/25 Reinvestment Grant
Signatory Approval Form

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
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Date:	
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Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	



Juvenile Detention Center
Juvenile Intake & Assessment
Bob Johnson Youth Shelter

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 Corrections Advisory Board FY2024-2025:
 Project YES – Youth Empowerment Services**

Program Description:

Reno County is partnering with David L. Patterson, Director of Alternative Learning for USD 308, in an application for funding for a new program called Project YES – Youth Empowerment Services through funding allocated to our judicial district’s Juvenile Corrections Advisory Board by KDOC for evidence-based programs to serve juvenile offenders in our community. Project YES will serve juvenile offenders age 10-17 within Reno County who have been referred through Juvenile Intake & Assessment. These youth will receive structure, supervision, and support prior to the youth being placed on formal supervision. Youth will be seen multiple times per week at dosages appropriate according to their needs, and an individualized service plan will be developed. Each young person will be engaged as an equal partner in the planning and service delivery processes. Youth needs, strengths, interests, preferences, and priorities will be learned, then a team of community supporters made up of system and provider stakeholders, as well as positive people, places, services, and activities in the community will be engaged to help the youth achieve goals. Youth will complete community service projects, use tools to become more self aware, attend a Safe & Sober class, and work with staff toward achieving the goals they develop in their Individual Plan of Support. Contacts will be made in the community, at school, and in the office. These services will be provided at no cost to the youth. Criteria for successful completion include: completion of the individualized plan of support and ten months of participation in the program, be living with a parent or guardian, be in school or have a high school diploma or GED, and have a job if the youth is age 16 or older.

Agency Goals:

The following outcomes and targets will be tracked by Project YES:

Outcome	Target
Percent of youth living at home at completion of program	100%
Percent of youth living at home 1 year after completion of program	90%
Percent of youth in school and/or working at completion of program	90%
Percent of youth in school and/or working 1 year after completion of program	90%
Percent of youth with no new arrests at completion of program	80%
Percent of youth with no new arrest 1 year after completion of program	80%
Percent of youth successfully completing program	80%

Grant Funding:

The funding opportunity is for two years of funding, FY2024 & FY2025. The following budget is being requested of KDOC:

Project YES	
Budget Category	FY24-25 Category Total
Agency Operations	\$19,200.00
Client Services	\$13,361.06
Communications	\$8,400.00
Contractual	-
Equipment	\$3,000.00
Salary & Benefits	\$270,720.00
Supplies	\$4,800.00
Training	\$2,000.00
Travel	\$4,800.00
Total Funding Request	\$326,281.06

FY2024-25 JCAB Grant Signatory Approval Form

Community Corrections Agency 27th Judicial District Juvenile Services

My signature below certifies that I did assist in the development, completion, and review of the agency's grant application (Application). I further certify that:

1. The Application, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Application, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2025 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers pursuant to KSA 75, 52-164 and as submitted in the Application and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

**FY2024-25 JCAB Grant
Signatory Approval Form**

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.
13. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by the JCAB grant funds.

Agency Director

Printed Name:	Jessica Susee
Title:	KDOC-JS Administrative Contact
Signature:	<i>Jessica Susee</i>
Date:	4/3/2023

Governing/Corrections Advisory Board Chairperson

Printed Name:	Kathleen Carter
Title:	JCAB Chairperson
Signature:	<i>Kathleen Carter</i>
Date:	4/5/23

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Daniel Friesen
Title:	BOCC Chairperson
Signature:	
Date:	

FY2024-25 JCAB Grant
Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	
Title:	
Signature:	
Date:	

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- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.



AGENDA ITEM

AGENDA ITEM #8.E

AGENDA DATE: April 11, 2023

PRESENTED BY: Karla Nichols, Director; Karen Hammersmith, Assistant Director of Clinical Services; Megan Gottschalk, Assistant Director of Population Services; Darcy Basye, Environmental Health Supervisor

AGENDA TOPIC:
Health Department Strategic Direction

SUMMARY & BACKGROUND OF TOPIC:

The Board of County Commissioners have asked for a study session to review the Reno County Health Department Strategic Plan.

Development of the Reno County Health Department strategic plan was informed by its internal assessment of its successes and emerging issues, the County's 2022 Community Health Assessment, and its Community Health Rankings. In addition, a series of four focus groups was facilitated to garner input from staff and community stakeholders and staff evaluated the department's recent successes and emerging issues.

The Reno County Health Department, in communication with the County Administrator, would also like to provide the Board of County Commissioners with process improvements updates for the areas of Childcare Licensing and Environmental Health.

ALL OPTIONS:
Discussion item

RECOMMENDATION / REQUEST:
Education and Discussion



Reno County Health Department

Strategic Plan

2023



Public service lies at the heart of democracy.



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Reno County Health Department: Environmental Scan	5
Reno County Health Department: Vision, Mission, Values and Strategic Priorities	10
Implementation.....	13

Introduction

In late 2021 and early 2022, Reno County leadership developed a strategic plan for the entire county organization, including the health department. Building on that work, the Reno County Health Department subsequently embarked on its own strategic planning process, in part to fulfill requirements to maintain its accreditation achieved in February 2021.

The Role of a Public Health Departments

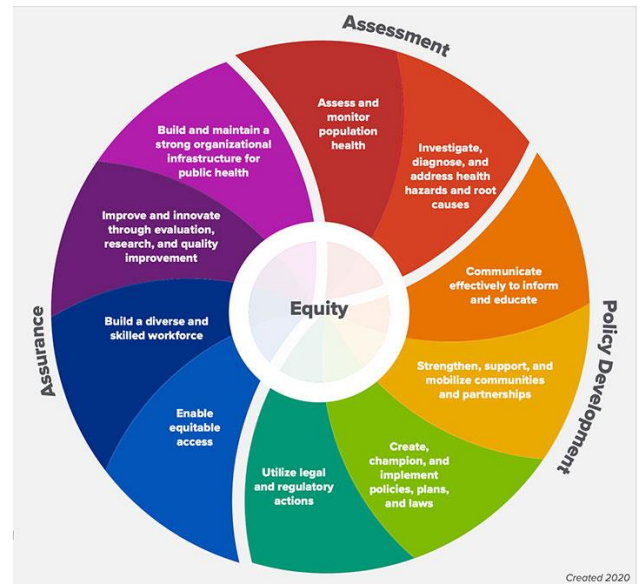
Public health is the science of protecting and improving the health of families and communities through promotion of healthy lifestyles, research for disease and injury prevention and detection and control of infectious diseases.

In Kansas, the public health system is decentralized, consisting of the state health department (KDHE) and 100 local health departments serving all 105 counties in Kansas. Under Kansas law, health departments report to the local Board of Health which, in Reno County, is the Board of County Commissioners.

Local Health Departments (LHDs) protect and improve community well-being by preventing disease, illness and injury and impacting social, economic, and environmental factors fundamental to excellent health. The role of any LHD changes over time to meet the changing needs of the population and to be responsive to changes in the way health systems are configured.

The CDC identifies the following as the ten essential public health services.

- Monitor Health status to identify and solve community health problems.
- Diagnose and investigate health problems and health hazards in the community.
- Inform, Educate, Empower people about health issues.
- Mobilize Community Partnerships and action to identify and solve health problems.
- Develop Policies and plans that support individual and community health efforts.
- Enforce Laws and regulations that protect health and ensure safety.
- Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
- Assure Competent public and personal health care Workforce.
- Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
- Research for new insights and innovation solutions to health problems.



Reno County Health Department: Environmental Scan

Development of the Reno County Health Department strategic plan was informed by its internal assessment of its successes and emerging issues, the County's 2022 Community Health Assessment, and its Community Health Rankings. In addition, a series of four focus groups was facilitated to garner input from staff and community stakeholders and staff evaluated the department's recent successes and emerging issues.

Community Health Needs Assessment

Every three years, a community health needs assessment (CHA) is conducted to assess the health of Reno County. Such an assessment was conducted earlier this year, and the full report can be found [here](#).

Through an online survey, community members were asked to identify their top three overall concerns, health concerns and school concerns.

Primary concerns in Reno County:

- Overall: substance abuse, childcare, and mental health.
- Health: drugs/substance abuse, mental health, and obesity.
- School: mental health, bullying and recruiting teachers.

As can be seen, mental health was the one concern noted in each of the categories and substance abuse was noted in two of the three.

County Health Rankings

Each year, the Kansas Health Institute issues rankings for the health of Kansas counties considering *health outcomes* and *health factors*. Each of the categories as specific data points.

The full list can be found [here](#).

Health Factors

Reno County ranks 76 of 104 counties. There are four categories considered in health factors: health behaviors; clinical care; social and economic factors; and physical environment. The following table below shows how Reno County ranks in each of those categories.

Category	Rank out of 104 Kansas Counties
Health Behaviors	83
Clinical Care	36
Social and Economic Factors	73
Physical Environment	86

Health Outcomes

Reno County ranks **61** of 104 counties for health outcomes. There are two categories in outcomes: length of life and quality of life.

Category	Rank out of 104 Kansas Counties
Length of Life	40
Quality of Life	68

Focus Groups

Four focus groups were facilitated in late September. Three included external stakeholders and the fourth comprised a cross section of staff. The purpose of these discussions was to develop a sense of what is working well in the department and where improvements could be made.

Services Provided

- There was consensus among community focus group participants that the breadth of services provided by the health department was not commonly known, whether by them or the public at large.
- Participants who were more directly involved in the department – such as the medical directors and advisory board members – were more familiar with the services but indicate they were constantly learning more.
- With rare exception, focus group participants were complimentary of the services with which they are familiar.
- Staff indicated that the strongest services were WIC, a desire to be flexible to meet community needs, and to provide outstanding customer service.

Other Service Needs

- The most common need discussed was to provide mental health services to Reno Countians. There was a recognition that it would not be the sole responsibility of the department.

- Both the community focus group participants and the staff would like the department to more often be able to “go to where the need is” as they do with vaccination clinics. This could include a mobile option in neighborhoods that are underrepresented and/or distrustful of government generally as well as health professionals; partnering with the schools more; and being “seen” at community organizations.
- A common thread through each of the focus groups was that the health department needed either a new facility or improvements to its current facility.

Role of the Department

While the intent of the discussions was not to focus on the role per se, the discussion organically arose in the groups. There was common recognition that the health department could not and should not address all of Reno County Health needs. Instead, the sense is that should be vigilant in its core services and specific about those and it should be a leader in addressing other needs. In other words, the health department could identify emerging health needs, communicate those throughout the community, convene organizations to develop an approach and be a connector among providers.

Additionally, the department should play a consistent role in educating the public about continuing and emerging health issues and how to address those.

Communication

As previously discussed, external stakeholders are not aware of the breadth of services provided by the health department. Staff members also believe that to be the case and also would like additional internal communication.

Participants would like the health department to be present in the community and also find avenues to tell the story about the great resource it is.

Reno County Health Department Successes and Emerging Issues

Overall Operations	
Successes	Emerging Issues
Met goals outlined in 2016 strategic plan	Data
Implemented medical records systems	Trust in government
Digitized files	Mental Health
Administrative/Health/Financial Information	
Successes	Emerging Issues
Certified site for Medical Presumptive Eligibility	Patient portal and customer use
Clinical	
Successes	Emerging Issues
Average of 5,500 immunizations	Communicable diseases
23,595 Covid vaccines in 2021	Low vaccination rates
OB/GYN and STI safety net	Infant mortality
In-home care	Sedentary lifestyle
Community information regarding emerging health issues	Diabetes prevention and education
Women, Infant and Children	
Successes	Emerging Issues
Accepted more clients upon changes in food stamps	Disinterest in healthcare for children
	Reduction in food stamps
Health Education	
Successes	Emerging Issues
Reno County has been the leader in the State when it comes to CDRR, OD2A, and RROE initiatives.	Poverty, homelessness, and communicable diseases
We have many partnerships locally and across the state, the nation, that allow us to convene partners for discussions around emerging health issues.	Mental health issues

Opioid epidemic response resulting in 50% decline in overdoses last year	Youth STIs, vaping and new substance misuse
	Advocacy
Environmental Health	
Successes	Emerging Issues
Use of technology	Individual ability to address sewage issues
Groundwater protection	Health complaint coordination among county departments
Licensed Childcare	
Successes	Emerging Issues
Orientation classes	Lack of quality daycare
Website updates	Lack of affordable daycare
Collaboration with Harvey County	
Education credits	
Preparedness (PHEP)	
Successes	Emerging Issues
Community presentations	General population disaster preparedness of all kinds
Internal policy updates and training	

Reno County Health Department: Vision, Mission, Values and Strategic Priorities

The Reno County Health Department’s Strategic Plan encompasses the following vision and mission statements, values shared with the entire organization, three key performance areas, and 10 strategic priorities.

Vision Statement

Reno County residents are living long and healthy lives.

Mission Statement

We serve the community through effective leadership and innovation to enhance the quality of life in Reno County.

Values

Professionalism	Act with excellence and personal accountability in all matters. <ol style="list-style-type: none">1. Be knowledgeable, competent, and up to date with current trends and practices in one’s position.2. Strive to maintain healthy relationships and effective communication within and outside of the organization.
Ownership	Be efficient with time and resources, following best practices to achieve organizational goals. <ol style="list-style-type: none">1. Be a good steward of county resources.2. Utilize public funds with transparency and accountability.
Service	Be responsive to the needs of others. <ol style="list-style-type: none">1. Selflessly and compassionately respond to community needs.2. Compare each task with a sense of pride and accomplishment.3. Leadership begins with service.

Integrity	<p>Be truthful, trustworthy, and ethical while being open to questions and concerns.</p> <ol style="list-style-type: none"> 1. Do the right thing at the right time for the right reasons. 2. Demonstrate dependability, honesty, and responsibility in all actions. 3. Value individual differences.
Teamwork	<p>Share ideas and knowledge while uniting to achieve our common goals.</p> <ol style="list-style-type: none"> 1. Support one another and work together. 2. Create a trusting environment for sharing thoughts and ideas. 3. Accomplish the task at hand while building relationships.

Key Performance Areas and Strategic Priorities

1. Communication:

Tell the story about health in the community.

- Goal 1: Develop a comprehensive communications plan that promotes the role of public health in Reno County.
- Goal 2: Use data to communicate public health needs and progress in meeting those needs.
- Goal 3: Be an advocate at the local, regional, and state levels for public health generally and for improved public health in Reno County.
- Goal 4: Identify internal and external partners as champions for public health.

2. Community Engagement and Collaboration for the Health Department:

Use data to convene and lead programs for emerging health issues.

- Goal 1: Continue to develop collaborative efforts with community partners to address emerging health issues.
- Goal 2: Identify ways to “go to where the need is,” including evaluating the implementation of a mobile unit.
- Goal 3: Evaluate options to improve current or construct new physical space.
- Goal 4: Improve health outcomes.

3. Employee Support:

Build and maintain a strong organizational infrastructure for public health.

- Goal 1: Recruit and retain quality employees, adjusting to the changing needs of the workforce while maintaining a high level of service to the public.
- Goal 2: Establish a professional development plan.

Implementation

To ensure that the strategic plan serves as guide for the future:

- The health department should identify objectives for each of the priority goals. In other words, what actions are necessary to achieve the priority goals, in what timeframe should they be achieved, and by whom. In addition, departmental plans should align with the overarching plan.
- The plan should be used as a guide for all actions. Implementing the plan will require necessary funding as determined in the annual budgeting process. As well, linking staff work and goals to the strategic priorities not only moves toward those priorities being realized, but also helps staff to come together around common goals.

Reno County Health Department Satisfaction Survey

Childcare Facilities

3-16-2023

*Of the 78 surveys that were sent out, 34 responded resulting in a **43.6%** completion rate.*

The survey asked four (4) questions that were graded on a scale of agreeability. A scoring system was added to these verbal responses:

Strongly Agree = 5, Agree = 4, Neutral = 3, Disagree = 2, and Strongly Disagree = 1.

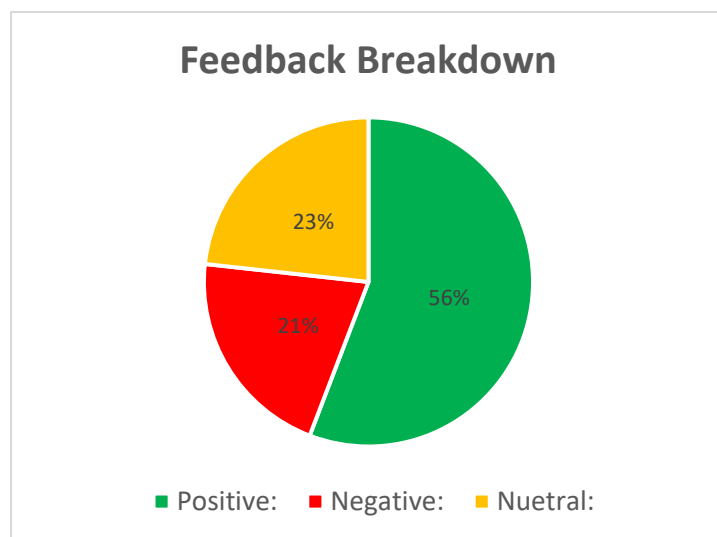
The responses recorded from the survey were then averaged to show the satisfaction of the Reno County Health Department as it pertains to the following questions out of maximum value of five (5).

Question:	Avg. Rating	Lowest Rating	Highest Rating
Reno County staff gave you upfront and honest answers to your questions.	4.15	2	5
Reno County staff was knowledgeable about their department services.	4.21	2	5
Reno County staff was professional.	4.18	1	5
You consider Reno County as a partner and are working with and for you.	3.88	2	5

The overall satisfaction is **4.11/5**, or an **82%** satisfaction rate.

The final question asked the respondents to “Please provide input on improvements that can be made to our process.” These responses were read and the individual components/parts were categorized as positive, negative, or neutral. There were 43 individual comments.

(Note: If an individual filled out a survey and had multiple comments about the RCHD, each of the comments was counted. For example, if a response stated “The RCHD staff are very polite and helpful,” this response would have 2 positive components for the “polite” and “helpful” remarks.)



As you can see, 56% of the feedback received was positive, having a compliment for the RCHD for.

The neutral responses consisted of two different answers: “N/A” or “Haven’t needed”. These responses are neither positive or negative since they don’t meet the request of the question.

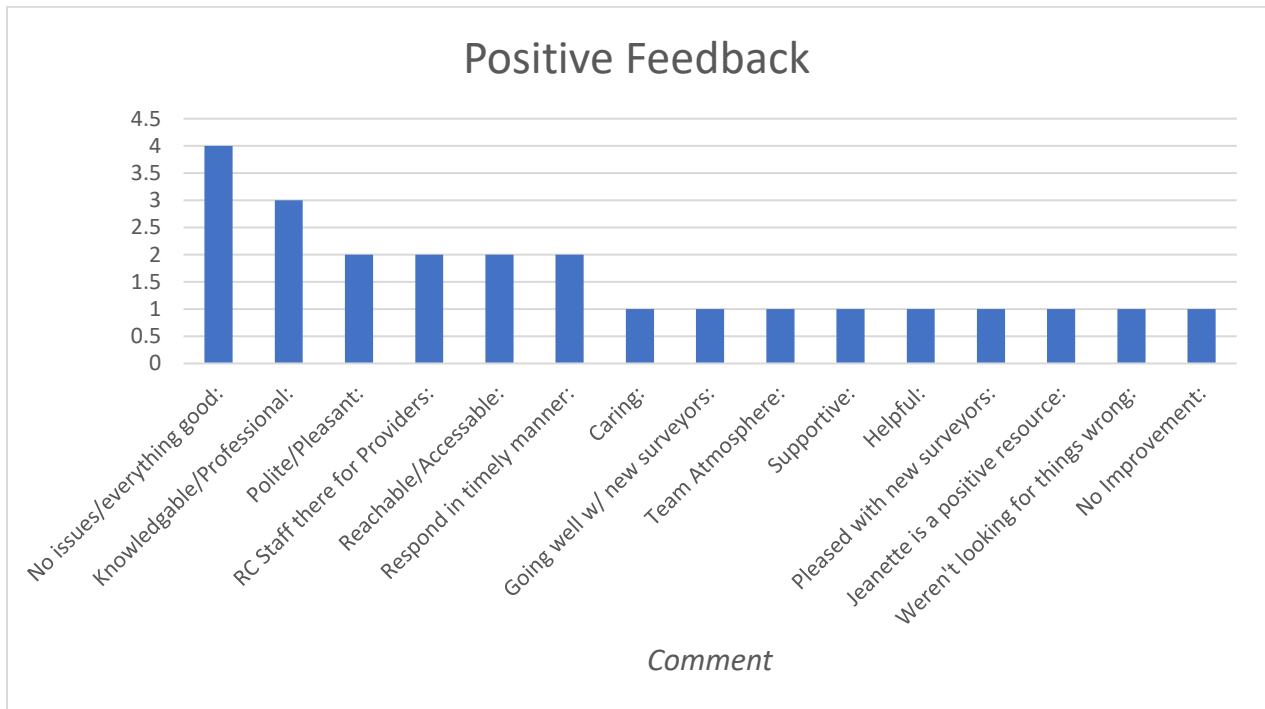
Of the 43 comments, 9 of there were negative, but not one of the comments were repeated. This could indicate that providers had a bad experience one

time which wasn’t repeated with other facilities.

Reno County Health Department Satisfaction Survey

Childcare Facilities

3-16-2023



Above are the positive comments from the responses.

The negative responses are as follows:

- Treated like criminal
- Staff no empathy/compassion
- Staff makes mistakes
- Discouraging
- Inspectors rude
- Not knowledgeable
- Violating
- Inspections feel like house raids
- Looking for things wrong

There were several responses that offered suggestions for improvements to be made to the process. Each suggestion was only mentioned once:

- Daycare Fair
- Incentives for Providers
- Rewards for Good Providers
- Bring Kris Stafford back
- Filter false reports

The following responses were stated multiple times:

Reno County Health Department Satisfaction Survey

Childcare Facilities

3-16-2023

- CPR Training (offered on weekends)
- Adult & Child Health Training (offered on weekends)
- Offer training resources on the weekend

The main takeaway from these responses is the willingness to learn, but the lack of time to do so during the weekday when providers are offering services.

There were several response components that didn't fall in to any of the previous categories.

They are as follows:

- RCC won't open center with former daycare provider
- need record for RC Child Care Coalition
- different atmosphere with new surveyors
- building new connections with new surveyors
- Had partnership with Kris Stafford
- Hoping things will level out with employees
- hope there can be a calm/steady presence
- many things need to change

Reno County Health Department Satisfaction Survey

Childcare Facilities

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Survey Responses

I was treated like a guilty until proven innocent criminal. Staff has no empathy or compassion and makes mistakes when checking for regulation compliance.

It is so discouraging when somebody gets mad for whatever reason and puts anonymous reports" that are just plain garbage. I understand that these must be investigated but there needs to be a way that people just wanting to grind an axe don't have that platform to turn in outright lies to try to get a daycare into trouble. "

What if we had a Daycare Fair(like a job fair)

We could have individual booths for providers and centers (if they want)-&-booths for information on becoming a provider and etc..

Could make it Child friendly and fun activities

The daycare surveyors are very pleasant to work with

Reno county commission not working with a former daycare provider so she could open a center Surveyors are trying to be helpful but don't always have answers. They do however get back with information in a timely manner.

No improvement needed. Very knowledgeable, caring, polite.

It's hard to fill out this survey. I haven't needed Reno County staff for quite some time. When I do, they are there for providers.

I think it's going really well with a new surveyor. She's very kind but knows what she's doing. Always able to answer questions or help wherever she can. It's nice to have that surveyor that you could reach out to to get help for whatever you need. Thank you.

I have no issues.

Reno County Health Department Satisfaction Survey

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I will need to have a record of the online survey results for the Reno County Child Care Coalition.

"I've been a licensed daycare provider since 1996 and im absolutely still in love with my job....when it comes to being inspected annually the inspectors are not there to help they are there to inspect everything in your house it feels like a raid to find something wrong with you....they sneak up on u to find things wrong period....that is so violating to a honest person...that is why daycares shut down or u can't get anyone to take the jobs on....its very overwhelming....dcf is also ridiculous with paperwork every day and regulations...its to much alot of time...if you put yourself in our shoes you would feel and realize it's ridiculous what we go thru...."

N/A

We are doing great as a team!

I believe there needs to be more incentives for daycare providers. I'm a provider who's very conscientious, law-abiding, I follow the rules do what I'm told. I believe there should be something for us who are consistent and on top of our game. Working through covid was a challenge. But I never missed a day. Consider giving us a break!

It has been more than 3 months since the inspectors were at my home. But 3 inspectors -the lady from Topeka was with the two inspectors-invaded right at lunch time. They were rude and made me feel like I wanted to hand them my license right then and quit. I have been a child care provider for more than 40 years. I am providing care for children of some of the kids I watched as babies. So I must be doing something right. I have never before, in all my years of childcare, been treated the way these ladies treated me. It is almost time for them to come out again-I am dreading them coming. We need Kris Stafford back!!

N/A

"I love both Jeanette and Tammy!

Reno County Health Department Satisfaction Survey

Childcare Facilities

3-16-2023

They are very sweet professional gals that are always very supportive and helpful to me! I five star both these gals!!!!"

I would say the last 3 months have been ok. In general however, with Kris Stafford, I always felt a strong sense of partnership and never feared calling her with questions about anything. I think with Kris leaving and COVID, it added a lot of uncentrality to us all on top of new surveyors possibly being trained differently on how to survey? It definitely felt like a 180 though which was very frustrating and caused a lot of fear to providers. I do believe we are on the right path of building those connections back with Jeanette though (have not met Tammy yet)! :)

None at this time. Very happy here in Reno County

N/a

N/a

Hopefully things will level out with employees and there can be a calm, steady presence. I have always felt like the Reno County staff is there to help us be the best center we can be for our children and if we need to make a change they are there to help us through it.

Bringing in adult and child health and CPR training every now and then would help. There isn't a lot of resources in our area for it and a lot of the time as a provider we only are available weekends to take the class.

N/A

N/A

NA

n/a

Reno County Health Department Satisfaction Survey

Childcare Facilities

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everything was good

No complaints here; they are always accessible and responsive!

I have been very pleased with the new Surveyors in our county. I have been providing care in Reno County for nearly 2 decades, prior to the new surveyor I was ready to walk away from Child Care in our community. The surveyor prior to these had a very out to get you" attitude. I do appreciate Jeanette being a positive resource to all the providers in our community. "

This year it seemed as they weren't looking to write us up for something which I appreciate.

I think there is many things that need to be changed, worked on, implemented, improved and taken away.

Health Department and Childcare – Moving Forward

Definitions and Acronyms:

The Reno County Child Care Taskforce (formerly named the Steering Committee) is a smaller group of the systems group. Their role is to ensure that the market study is implemented, ARPA funds are applied and put into place and guide the childcare industry work in Reno County through working with partners to sustain existing childcare providers and providing opportunities for new childcare opportunities in Reno County. This Committee leads all other childcare organizations and/or collaboratives.

The Systems group is comprised of citizens who work in and are concerned about childcare in Reno County. They were responsible for having the market study complete and driving the work for childcare in Reno County. Partners include Childcare Aware.

K-Ready: The purpose of K-Ready is to bring together partners across education and social services sectors to work on issues surrounding early childhood and Kindergarten readiness. These meetings will meet the grant guidelines for any grants that require interagency participation meetings.

Early Childhood Council (ECC): The purpose of Early Childhood Council is to bring agencies and organizations together to share information about different program activities, spread awareness and promote early childhood, and plan for Week of The Young Child. The mission of the ECC is to advocate for services for young children.

Reno County Child Care Coalition (RCCC): A group of child care provider-teachers, administrators, and others involved in work with young children. RCCC meets once a month to come together with people in their own profession, sharing information and support, gaining educational training and to grow in professionalism and knowledge.

Kaleidoscope: Group of Child professionals in the childcare industry who organize a local day long conference for training purposes for childcare providers locally and regionally.

Child Care Licensing (CCL): Aid to local grant funding from KDHE to Health Department

Reno County Health Department (RCHD): has a contract with KDHE to employ licensed childcare surveyors. They serve the community through working towards being a communications hub for childcare providers and is a link to Kansas Department of Health & Environment (KDHE).

Purpose of CCL and Structure at RCHD:

- A. RCHD receives aid to local grant dollars from KDHE with the purpose to safeguard children from harm in out-of-home childcare.
- B. RCHD employs two childcare surveyors who work with childcare facilities in Reno and Harvey County.
- C. Child Care surveyors are trained in regulation compliance and to be a partner, support, and listener for childcare facilities.
- D. LCC surveyors are experts on local resources for childcare facilities.
- E. LCC surveyors and the local health department is the local voice for partners and childcare facilities to KDHE.

Background:

- RCHD has participated in CCL services since the 1980's.
- During COVID CCL Surveyors were unable to conduct annual observations for childcare facilities.
- After COVID annual in person visits resumed and surveyors had a number of compliance items to educate providers about.
- In 2022 the United Way asked the Health Department to be a partner in the childcare systems group.

Health Department Community Involvement in Childcare:

Tammy Depperschmidt-Surveyor, serves on the Early Childhood Council – is the chair of this committee, also serves on systems group, and Kaleidoscope committee.

Jeanette Ladd-Surveyor, serves on the systems group, the Early Childhood Council, and Kaleidoscope committees.

Megan Gottschalk-Asst. Director, Serves on the Steering Committee for the Systems group.

Short Term Steps for Reno County:

- A. RCHD will present at the Systems Group about the role of the Health Department and Licensed Child Care in Reno County.
- B. RCHD and the Steering Committee will establish a common message, so commissioners and partners are aware of the intentions of Community partners working on childcare in the community.
- C. Received approval from KDHE for establishing RCHD as the Communications Hub for Childcare providers, and partners.
- D. RCHD is communicating as a local voice to KDHE.
- E. In March 2023, we coordinated and participated in two childcare provider listening sessions. At the event on March 11th, 45 providers attended. At the event on March 25th, 6 providers attended.
- F. In March 2023, Reno County created and sent out a Childcare Provider Satisfaction Survey; results to be communicated in April 2023.
- G. In April/May 2023, RCHD will be updating the RCHD Advisory Board membership to include representation from childcare providers.

Long Term:

- A. Ensure safe and compliant childcare facilities.
- B. Be viewed as a supportive partner with businesses, congregations, and individuals to open childcare facilities.
- C. Continue collaborating with the Steering Committee and other community meetings focused on childcare.
- D. Surveyors are educators who support childcare providers through listening, educating and, providing examples of compliance questions.
- E. Support providers through establishing a trusting relationship, providing community resources for challenges or compliance questions.
- F. Serve as a connector to other childcare facilities and best practices.
- G. RCHD is the local connector and voice to KDHE Childcare Regulations.

Environmental Health Process Improvements 2023:

Environmental Health is a branch of public health that: focuses on the relationships between people and their environment; promotes human health and well-being; and fosters healthy and safe communities. Environmental health is a key part of any comprehensive public health system. The field works to advance policies and programs to reduce chemical and other environmental exposures in air, water, soil and food to protect people and provide communities with healthier environments. (American Public Health Association website)

To follow up on the memo sent early March 2023, we are providing the following updates:

1.Promote the collaborative relationship between Planning and Zoning (PZ) and Environmental Health (EH) staff.

1. PZ and EH staff will work on website updates to promote each other departments.
2. PZ web page would add a link to EH page. EH already links to PZ webpage. EH website section dedicated to building development.
3. PZ staff will also handout well and wastewater permit process handouts to clients as needed.
4. PZ staff will also include more language in emails to refer clients to EH. EH already had a standardized email that includes contact info and links to PZ.
5. Both PZ and EH will continue to offer to meet with clients and to go over processes.
6. EH Supervisor will dedicate eight hours a week to work on environmental assessments and be available to PZ for meeting with clients.

Please note the implementation of items 1-6 takes a more educational approach to those building in the county, it may not expedite permits issued by the departments, as there can be other variables that influence when a permit is issued.

2.Soil Profiles.

Staff will conduct soil profiles, if requested.

We will continue with our message of - The contractor or owner can waive the sanitation code and hire a licensed /certified soil scientist or a qualified engineer to complete the soil profile and share results with the county. Staff will have to complete a site evaluation in conjunction with the licensed /certified soil scientist or a qualified engineer soil profile.

3.Manufacturer of Products.

Staff is reviewing our current policy.

4.Sanitation Code for wastewater systems.

Staff has been asked to complete a KDHE to Reno County comparison (attached).

6.Continue working public health nuisances until further direction.

Staff is evaluating the need.

7.Animal Neglect calls

Callers are being directed to call 911 (the Reno County Sheriff Office (RNSO)) to make a report. RNSO will go out and call RCHD staff if needed.

8. Mortgage inspections

Updated communication to Reno County to say –

Thank you for submitting a Mortgage Inspection Request. We continually strive to improve our processes and to address concerns while also maintaining our role to protect the safety and quality of groundwater throughout Reno County.

Reno County does not require well and wastewater inspections for the sale of real estate. Moving forward, we will promote the use of licensed wastewater contractors and licensed water well contractors for mortgage inspections. These contractors will be your first point of contact and are able to provide a more comprehensive inspection than county staff.

The Environmental Health department is available to provide assistance when needed. We can provide detailed research history on properties if requested. For more information on our updated Mortgage Inspection process along with a list of licensed wastewater contractors and licensed water well contractors; please visit our site at: <https://www.renogov.org/658/Mortgage-Inspections>

9. GovBuilt.

Software is being implemented. The purpose of the software is for ease of information and transparency.

10. Customer Service.

Recently, late March 2023, Reno County created and sent out an Environmental Health Satisfaction Survey; results to be communicated in April 2023. With the implementation of GovBuilt, a satisfaction survey will be prompted at the end of each service provided.

11. Advisory Board.

In April/May 2023, the RCHD Advisory Board membership to include representation from an Environmental Health contractor and a resident using a private wastewater system.

Topic /Regulation	County Sanitation Code	KDHE Bulletin 4-2	Public Health Benefit or Constituent Benefit
Documentation/ Inspection of wastewater Installations	required established forms and GPS of system	not required	Constituent Benefit for the local authority to maintain past and current history of a property
Documentation/ Site evaluations prior to wastewater installations	required established forms and GPS of area	required	Constituent Benefit for the local authority to maintain past and current history of a property
Soil profiles	required by agency , waiver option by applicant to use a person that is approved by licensed engineer or soil scientist	soil profiles are recommended	Public Health Benefit and constituent Benefit for local level to identify groundwater, groundwater features, and restrictive features for proper placement of wastewater system that provides some soil treatment to sewage prior to entering the groundwater for consumption
Groundwater protection	Local level is allowed to be more stringent then KDHE	minimal requirements and encourage local to be more stringent	Public Health Benefit and Constituent Benefit for local level, as Reno Co. is considered to be primarily encompassed as a region that has sensitive groundwater and shallow groundwater
Septic tanks	Traditional tanks must be approved by KDHE	KDHE establishes the criteria for traditional septic tanks	Public Health and Constituent Benefit for local level, as KDHE criteria allows for minimums to be met for tank construction and integrity, this eliminates primitive tank construction to occur
Enhanced/Aerobic tanks	Local level determines what is approved.	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit as the local level can look at other methods of treatment of sewage units that can treat wastewater better than a traditional septic tank or lagoon
Pipe and gravel laterals	approved at local level and installed per KDHE Bulletin 4-2	KDHE describes the construction methods	Public Health and Constituent Benefit at local level, as it allows for oversight of lateral field installations that must meet a minimal design and installation criteria
Pipe gravel/ rock laterals	approved at local level and installed per KDHE	KDHE describes the construction methods	Public Health and Constituent Benefit at local level, as it allows for oversight of lateral field installations that must meet a minimal design and installation criteria
Chambers and other types of laterals	approved at local level	KDHE does not regulate and not approved by KDHE	Public Health and Constituent Benefit at local level, as it allows the local level to look at other types of laterals fields to be installed
Low pressure pipe laterals	approved at the local level	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as it allows the local level to look at other types of laterals fields to be installed
Drip irrigation laterals	approved at the local level	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as it allows the local level to look at other types of laterals fields to be installed
Lagoons	approved at the local level with guidance of KSU Extension and KS Environmental Health Handbook	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as a lagoons is an option for sites that have restrictive soils and where traditional septic tank and laterals are not an option
Lift stations	approved at the local level with guidance of KS Environmental Health Handbook	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as many systems installed currently in Reno Co. need a lift station to distribute the wastewater to the laterals and be 4' above a restrictive feature in the soil
Effluent filters	approved at the local level with guidance of KS Environmental Health Handbook	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as this traps solids and only allows for fluids to enter a lateral field, which can help with longevity of a wastewater systems and a slight reduction in contaminants
Mounds	approved at the local level with guidance of KS Environmental Health Handbook	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as a mound design or raised bed design is used frequently to place the laterals above ground when a restrictive feature is within less than 4' from the ground surface
Holding tanks	approved at the local level with guidance of KS Environmental Health Handbook	KDHE does not regulate and not approved by KDHE code	Public Health and Constituent Benefit at local level, as holding tanks are primarily permitted for Ag shops/ under outhouses. This allows local oversight and sewage to be contained and holding tanks pumped as needed.
Wastewater setbacks	Established at the local level and are more stringent for well protection	KDHE has established minimal protection	Public Health and Constituent Benefit at local level, as domestic well water needs to be protected as it is drank by all people and animals in the county and sewage has contaminants that can make people sick.
Licensing of contractors (Homeowners and County wide installers)	Established at the local level	KDHE does not regulate	Public Health and Constituent Benefit at local level, as it provides oversight of those installing wastewater systems.
Licensing of sanitary service pumps	Established at the local level	KDHE does not regulate	Public Health and Constituent Benefit at local level, as it provides oversight of those pumping wastewater tanks and where the collected sewage can be disposed
Appeals & Hearings	established at the local level	KDHE does not allow for these exceptions	Constituent Benefit at local level, as it provides a setting for applicants to appeal a local decision and present their case
Waivers	Waivers are typically granted at the local level only to state code minimums then referred to KDHE	KDHE typically does not provide for a waiver on wastewater system	Public Health and Constituent Benefit at local level, as it provides an opportunity to relook at a parcel and ensure groundwater is still protected and that not circumstances fit within the setbacks
Issuance of Permits	established at the local level	KDHE does not issue permits or keep files of property development for future discovery	Public Health and Constituent Benefit at local level, as it provides documentation that code minimums are met and allows for local oversight
Penalties	established at the local level	KDHE does not address penalties	Constituent Benefit for the locals authority to apply penalties to those that cannot and do not meet minimum criteria, and blatantly ignore minimal regulations
Wells	Regulations established at the local level or mirror KDHE Article 12 and 30	Regulated by KDHE Article 12 and 30	Public Health and Constituent Benefit at local level, as it provides local oversight of water well placement and future contamination
Public water supply protection	Established at the local level	KDHE does not regulate	Public Health and Constituent Benefit at local level, as it provides local oversight and cooperation to all public water supplies that serve citizens in populated areas, that protection of water is for all citizens
Fees	Established at the local level	KDHE does not set fees	Constituent Benefit for the locals authority to apply fees to supplement the local program and attempt to relieve local tax dollar contribution
Semi public wastewater systems	Established and monitored at the local level	KDHE does not regulate	Public Health and Constituent Benefit at local level, as it provides local oversight situations that do not fall under KDHE jurisdiction
Semi public water supply systems	Established and monitored at the local level	KDHE does not regulate	Public Health and Constituent Benefit at local level, as it provides local oversight situations that do not fall under KDHE jurisdiction
Inspection reports and findings	Established at the local level	KDHE does not have established reports	Public Health and Constituent Benefit for the locals authority to maintain past and current history of a property, especially when a replacement well or wastewater system is needed.
Wellhead protection zones established around public water supply wells	Established at the local level	KDHE does not have established wellhead protection areas	Public Health and Constituent Benefit at local level, as it provides local oversight and cooperation to all public water supplies that serve citizens in populated areas, that protection of water is for all citizens



AGENDA ITEM

AGENDA ITEM #9.A

AGENDA DATE: April 11, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Monthly Department Reports

SUMMARY & BACKGROUND OF TOPIC:

Every month, departments have been asked to provide an update on the previous month's major activities. The reports are intended to keep the county commission informed about the appointed and elected departments. Attached are reports for Aging-Public Transportation, Appraiser, Automotive, Communications, Community Corrections, District Attorney, Emergency Management, and Health Dept.



120 W. Avenue B, Hutchinson, KS 67501

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

Monthly Report for March 2023
Submitted by
Barbara Lilyhorn
Director- Department of Aging and Public Transportation

Staff

One long time driver resigned March 17 for personal reasons and another driver was diagnosed March 27 with a serious health concern and is currently on leave. A new driver was hired and will begin training the last week of the month. Two full time Fixed Route Rcat driver positions remain open. The vacancies created 120 service hours weekly to be covered either by pulling drivers from Paratransit service and reducing the number of trips available and/or Overtime.

All staff evaluations have been completed in Performyard and have been submitted to HR.

Budget

Aging Services has spent 15% and Public Transit has spent 15% of the Department budgets respectively – a composite total of 15% of the entire 002 expenditure budget as of 03/24/2023. Composite revenue is 10 %.

Public Transportation Operations

A meeting of the Reno County Public Transportation Commission was held this month.

The Assistant Director and I participated virtually in the 16th Annual FTA Drug and Alcohol Program National Conference. The information was excellent and is important to Rcat's Drug and Alcohol program.

I participated virtually in National Center for Applied Transit Technology State Summit. The information was very educational in regard to the new reporting requirement by the National Transit Database for General Transit Feed Specifications for Fixed Route and Geospatial Data for Paratransit.

Aging Operations

The bimonthly meeting of the Reno County Council on Aging was held and the applications for Elderly Mill Levy funding were reviewed and recommendations for funding levels made. Due to inflation, most applications reflected increases in the amount requested for 2024.

The Reno County Silver Haired Legislator resigned. The Director for SCKAAA will begin recruiting replacement candidates soon.

I attended the SCKAAA 10 County Aging Board monthly meeting.



RENO COUNTY
125 West First Ave.
Hutchinson, Kansas 67501
(620) 694-2915
Fax: (620) 694-2987

Re: Monthly report for end of March 2023

To: Randy Partington, County Administrator

Staffing changes or issues

The Appraiser's Office will be posting for a Commercial Appraiser position sometime in April.

Financial summary

As of 3/29/23, the Appraiser will have spent approximately 22% of the year-to-date budget, with the majority of it being payroll. The remaining expenses were primarily regular or seasonal/monthly expenses.

Projects/Issues/Challenges/Concerns

Residential/Commercial Department

- Informal appeals began on March 16. Staff is working appeals on a daily basis. The deadline for a taxpayer to request/schedule an informal appeal is March 31.
- BOTA has adjusted the 2021 valuation of Kohl's to the appellant's fee appraisal value. This will require the county to issue a refund of approximately \$25,000. The county appraiser has engaged Keller Craig Associates to perform a fee-simple appraisal for the 2022 and 2023 tax years per KSA 79-503a, 79-1460, and 74-2433(g). The appraisal reports by Keller Craig support the county's valuation. The BOTA hearing for the 2022 tax year has been scheduled for June 19, 2023, in Topeka. The informal hearing request for the 2023 tax year has already been received.
- Ag questionnaires for the 2024 tax year will be mailed on March 31.

Personal Property

- Staff is processing worksheets for tax year 2023.
- Staff is working Oil & Gas renditions, which are due from operators by April 1.
- Due to a recent court case in Kansas, some machinery and equipment used by grain elevators is to be reclassified from real property to commercial personal property. Staff is working together and with grain elevator operators to effect these changes for the upcoming tax year.

Support Staff

- Staff is scheduling appeals as they come in and responding to other public information requests.
- Staff continues to process deeds and update records accordingly.
- Staff continues to work with IT regarding the GlobalSearch (Square9) transition.
- Staff is doing preparatory work for Splits/Combos to be updated once the valuation system is rolled over to the next year.



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

Budget YTD Summary

As of March 27, 2023, we are at 23% of our overall budget of \$200,483. The internal services fund (fuel and parts) stands at 12% out of the budget of \$330,846.

Projects/Issues

We have received the three 2023 Interceptor SUVs for the Sheriff's Department but some of the equipment for upfitting has been delayed. The ARPA funded 2023 RAM Promaster for the response team has come in and is currently being equipped. The ARPA funded 2023 F150 Responder has been set up and put into service for the Fire Administrator.

We just completed a surplus equipment auction on Purple Wave and did very well.

February fuel expense from the WEX fuel cards was \$17,236.22.



COMMUNITY CORRECTIONS

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

County Commission Report

March 2023

Staffing

There are currently no open positions at Community Corrections.

Projects/Concerns

When a person is assigned to Community Corrections by the courts it is important to assess the person's risks and needs quickly and then make a plan for supervision. Ideally the assessment will be done within thirty days of assignment. The assessment looks at numerous areas of a person's life to assess areas of risk to reoffend and areas where the person will need assistance to be successful. The plan for supervision, typically called the case plan, should then be completed within forty five days of assignment. The case plan is designed to set goals and action steps for the officer and person on probation to follow to address crime causing risk factors.

The supervisory staff at Community Corrections will be presenting refresher training on case planning to staff in March and April. The goal of the training is to remind officers of the importance of the case plan, refocus staff on goal-setting targeted at reducing risk to reoffend, and improve officers' skills in collaborating with clients to develop a strong plan. We will start with some formal training and then use role-playing to demonstrate the skills. Officers will get a chance to practice by working together to develop plans based on what they hear in the role-plays.

Financial

Kyle Berg, automotive department, is working to replace a car for Community Corrections. This was budgeted for FY'23 but may be difficult to fulfill due to inflation.

March ends the third quarter and we are expecting some year-end budget adjustments as usual. KDOC requires agencies to do budget adjustments so there are no negative budget categories at the end of the year. Adjustments will be approved by the Advisory Board in July and then presented to the County Commission for approval.

Communications Monthly Report- March 2023

Press Releases: High nitrate levels in Rural Water District 101.

Graphic Design: Job-recruiting graphics for Health Department, Youth Services, Sheriff's Office and Public Works, a graphic for Severe Weather Awareness Week, a flyer for the Change My Mind event at the Fox on March 31st, In-Person voting for USD 313 election, Health Department Apprenticeship/Scholarship opportunity for Home Health Aide/CAN, Invitation flyer for the Aging/Automotive/Transit Open House, created a graphic to direct people to the Appraiser's Office on our website.

Website:

Made many changes and corrections Appraiser's and Health Departments, updated Youth Services intake and assessment statistics, Childcare Orientation Class information, newsflash post on local RESIST group and health educator's visit to Take Down Tobacco Day in Topeka, Youth Services Employee of the Year Constance Archer, Reno County Sheriff's Office to offer VIN inspections, KanQuit free 8 weeks of nicotine replacement therapy, Appraisal graphic to find help with valuations, High nitrate levels in Rural Water District 101, Sheriff's Office video on Standardized Field Sobriety Training.

Videos/Photos: Videos: took video at Reno County Childcare Coalition meeting, shared my video of the Reno County Sheriff Department's Standardized Field Sobriety Training event. **Photos:** photos of Youth Services Employee of the Year Constance Archer at her surprise party, "before" photos of sheriff and emergency management vehicles purchased with ARPA funds, photos from Community Quilt project, photos from Reno County Childcare Coalition meeting with Reno County, Community Quilt event at Clayworks, "On The Table" film premiere at the Fox Theatre.

Social Media: as of March 29, 2023

- **Facebook Reno County:** 3696 followers (+15), 23 posts
 - Top Post: Reno County Appraiser's Office (03.10.23)
 - 6,985 reach, 1,252 engagements, 35 shares, 43 reactions, 34 comments, 215 link clicks
- **Twitter:** 865 followers (+7), 17 tweets
 - Top post: Severe Weather Awareness Week – Day #5 (03.10.23)
 - 102 impressions, 4 total media engagements
- **YouTube:** 317 subscribers (+4)
 - Top video: Reno County Sheriff's Office Standardized Field Sobriety Training (03.14.23)
 - 162 views
- **LinkedIn:** 97 followers (+2), 1 new post
- **Instagram:** 13 followers, 3 posts.

Committee Meetings: Employee Engagement Committee.

Other: Attended and photographed the "On The Table" food documentary film premiere at the Fox Theatre, made final plans for Career Quest Day, working with Helen on television job fair advertising, continued working with IT on the county's Instagram account, Reno County Commission's first meeting in renovated Veterans Room, attended Reno Recovery Collaborative monthly meeting, shared FEMA and NWS informational posts along with my graphic each day during Severe Weather Awareness Week.

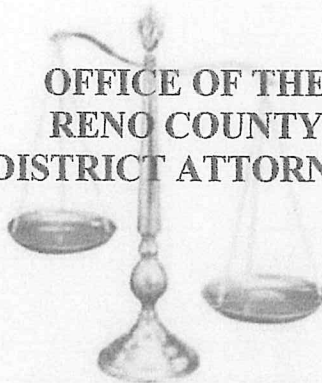
DISTRICT ATTORNEY
Thomas R. Stanton

DEPUTY DISTRICT ATTORNEY
Andrew R. Davidson

SENIOR ASSISTANT DISTRICT
ATTORNEY
Kimberly Rodebaugh

ASSISTANT DISTRICT ATTORNEYS
Brian Koch
Jamie Karasek
Sierra Logan
S. Kyle Byfield

OFFICE OF THE
RENO COUNTY
DISTRICT ATTORNEY



The 27th Judicial District of Kansas
206 West First Avenue, 5th Floor
Hutchinson, KS 67501-5204

Telephone: (620) 694-2715
Fax: (620) 694-2711

Victim-Witness Service
Jody Bryant
(620) 694-2773

Investigator
Daniel Nowlan
Telephone: (620) 694-2765
Fax: (620) 694-2762

March 2023 BOCC Update

Staffing Changes or Issues: As of February 23, 2023, the Reno County District Attorney's Office employs 20 people: seven attorney/prosecutors; one investigator/coroner assistant; one part-time assistant coroner; one office manager; one victim/witness coordinator; one diversion coordinator; and eight office legal staff. We are currently fully staffed.

Kyle Byfield, who began his employment with my office on February 6, 2023, is adapting well to his duties as the juvenile prosecutor. Those duties include the prosecution of juvenile offender cases, Child in Need of Care cases, mental illness/care and treatment cases, forfeiture prosecutions, and other duties as assigned.

The office was an attorney short for five months before Kyle was hired to fill the open prosecution position. In spite of my efforts to make the salaries offered in my law office competitive, we continue to offer significantly lower salaries than several smaller prosecutor's offices and larger offices such as the Sedgwick County District Attorney's Office. I appreciate the support I received from the Reno County Commission, Randy Partington, and Helen Foster in attempting to address these disparities during my latest attempts at hiring an attorney. Keeping and hiring good prosecutors and staff members will continue to be a challenge going forward.

There were no graduations from Drug Court in the month of March 2023. Graduation ceremonies are held when Drug Court participants complete the requirements of the program, so it is not unusual to have no graduations in a specific month.

Budget Summary: FY2023 expenditures to date are 22% of budget.

Projects-Issues-Challenges-Concerns: My office awaits the remodel of the fifth floor of the courthouse. I remain in planning mode regarding what projects/programs I may attempt to initiate in fiscal year 2024.

I am in the planning stage for my budget requests for 2024. I am continuing to plan for an expansion of our diversion program according to the provisions of HB 2026, and I hope to include some mental health diversion in that process. This process will involve coordination between my office and Community Corrections, and some funding from the Commission may be required. Mr. Regehr and I will be requesting time with the Commission soon to discuss this endeavor.

The courts recently changed software from what we had been working with for many years to a new program called Odyssey. We now have an operating prosecutor portal available for my office to access the system, but our access to our cases remains well below the access we enjoyed under our prior operating system.

We have purchased a prosecutor software program by Karpel that will be compatible with Odyssey. Once in place (the scheduled implementation date is October 2023) this program should assist in our discovery process as well as dissemination of documents from our case files.

I will appear at the Commission meeting on April 11, 2023, to answer any questions regarding the remodel of the Fifth Floor. I was out of town at a conference the day that the contract came up for a vote, although Deputy District Attorney Andrew Davidson was present. I was somewhat surprised by the discussion that preceded the vote, and I will be making myself available to answer questions regarding the project.

We also anxiously await the repair of the roof. I am happy to inform the Commission that we have had no leaks from the sparse storms that have brought rain to Hutchinson, and I have taken the chance on removing the plastic sheets from my office. I look forward to working in a space that is more conducive to conducting business in my office.

Thomas R. Stanton
Thomas R. Stanton
Reno County District Attorney



Emergency Management

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

3/28/2023

Staffing changes or issues (if any)

There are no staffing changes to report.

Budget YTD summary

Emergency Management has used 22% of its year-to-date budget.

Projects/Issues/Challenges/Concerns

Activities:

- Attended a Volunteer Organization Active in Disasters (VOAD) dinner meeting with the victims of the Cottonwood Complex. There was approximately 60 residences in attendance.
- Worked with each Fire District on 2023 budgets
- Attended Everbridge training
- Provided weather safety and notification training at 2 private facilities.
- We continue to work with GovBuilt on a new controlled burn permitting process. We continue to provide feedback to make the permitting process an easier process.
- Processing TIER II reports- all reports received this year have been entered into the CAMEO software.
- Assisted Kingman County with a large wildfire
- Working with Lexipol on policies for fire districts. There are weekly meetings with a goal to have these completed by the end of 2023.
- The Fire Administrator's command vehicle was delivered in March, outfitted by the Automotive Department, and put in service. This will be getting our logo and decals in the coming weeks.
- Each day when the grassland fire index (fire danger) is very high or extreme, we meet with the local emergency responders and prepare plans for that day.
- Working with fire districts to scope and quote the purchase of new fire apparatus:
 - District 4 (Arlington, Abbyville, Partridge, Plevna) and District 3 (Nickerson, Highlands)- received estimates for a firefighting utility terrain vehicle (UTV).



Emergency Management

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

This will be presented to the BOCC on April 11th. This quote will be very similar to what was requested for Reno/Harvey Joint Fire District 2 (Buhler). These UTVs are needed and highly utilized. There is a need for 3-4 of these across the county districts.

- District 8 (Pleasantview, Yoder) has requested quotes from vendors for a new brush truck. This will be presented to the BOCC on April 11th.
- Reno/Harvey Joint Fire District 2 (Buhler) took delivery of their firefighting UTV. The UTV is still waiting to be outfitted with the water tank and pump.

RE: Monthly report ending March 2023

Dear Randy Partington, County Administrator:

Staffing Vacancies:

Current vacancies include an Administrative Associate III, Environmental Health Specialist, and Health Educator.

Program Updates:

Admin/Finance/Health Information Management (HIM). Staff continue to learn CureMD and develop monthly processes. Our Aid-to-Local (ATL) grant funding applications were submitted. We also submitted documents for our Public Health Accreditation Board (PHAB) re-accreditation annual report.

Child Care Licensing (CCL). Staff conducted a monthly orientation class (4 attended), 2 initial surveys, 5 home annual surveys, 2 center annual surveys, 5 school age program annual surveys, 3 Center Building site consults, 3 compliance home surveys, 3 center complaint surveys, and 2 Illegal care surveys. During the month, we coordinated and participated in 2 childcare provider listening sessions – On March 10th; 45 providers attended. On March 25th; 6 providers attended.

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Practice (FP), Older Adult Services (OAS), and Epidemiology. Normal clinical services continued for the month of March. Our Assistant Director of Clinical Services created a Nursing Leadership Group for Reno County; the purpose of the group is to facilitate relationships with lead nursing representatives. The group, met in March, with representatives, in attendance, from Hutchinson Regional Medical Center, Hutchinson Clinic, Prairie Star Health Center, The Summit, Wesley Towers, Mennonite Manor, Diversicare, Hutchinson Community College, Hutchinson Public School, Buhler Sunshine Home, and Reno County Health Department. The group decided to meet every 6 months. Their next meeting will be in September.

Epidemiology and COVID-19 Update. For the month, staff investigated 14 disease cases and followed up on 3 animal bit investigations. Respiratory illnesses stayed around 13% of all Emergency Department (ED) visits, and RSV and Flu made up less than 1% of all ED visits. As of 3/29/23, the weekly total number of COVID-19 cases in Reno County has decreased down to 30 cases per week. The most recent week ending on March 25th, had a total of 30 cases and equal to about 48.4 cases per 100,000 people. The number of COVID-19 cases per day has been variable over the past few days, with the most being 9 cases and the least being 1 case. On March 25th, there were a total of 1 new case. Over the past few weeks, the percentage of COVID-19 ED visits stayed about the same. The percentage of COVID-19 visits stayed around 2-3% of all visits each week. As of 3/29/23, there were 6 patients hospitalized with COVID-19. As of 3/25/23, 7,003 Covid-19 bivalent booster shots had been administered in Reno County.



Environmental Health (EH). Staff has completed 99% of annual school inspections, has completed 17 wastewater/well permits, are working on GovBuilt, annual license renewals with county-wide wastewater contractors and sanitary service pumpers, and scanned paper charts for electronic storage. Both Planning and Zoning, and Environmental Health staff continue to offer joint meetings to go over processes with new homeowners; this month, it was extended to 5 residents, all 5 declined. March 22nd was World Water Day; our Communication Specialist developed a social media post to promote our Environmental Health web page for helpful information about our goal of protecting the groundwater to ensure a safe and healthy environment for Reno County residents.

Health Education – Chronic Disease and Risk Reduction (CDRR), National Association of County & City Health Officials (NACCHO) Reducing Overdose through Community Approaches (ROCA) Mentorship, Opioid Overdose to Action (OD2A), Pathways to a Healthy Kansas, and Community Education. CDRR-Staff presented vaping education to Prairie Hills Middle School, attended Take Down Tobacco Day in Topeka with Reno Valley Middle School, and attended the Buhler Rise up Reno meeting. NACCHO-Staff completed a situation and readiness assessment with Monroe County. Our team was selected to present at the Overdose Prevention Summit, in Washington, D.C. on engaging people with lived experience. OD2A-On Friday, March 31st, at the Historic Fox Theatre, from 6-9pm, the Reno Recovery Collaborative will be hosting an anti-stigma event. Pathways-On March 3rd, at the Historic Fox Theater, from 6-8pm, our collaborative hosted a food insecurity documentary.

Preparedness (PHEP). We trained on severe weather this month and reviewed our evacuation and sheltering-in-place plans. Social media was used to highlight Severe Weather Awareness Week, March 6-10.

WIC – Women, Infant & Children. We have 1051 active clients (have used at least 1 item on food benefits) out of 1246 participating (received benefits). Staff are brainstorming ways to do a hybrid WIC clinic to maintain remote appointments; families prefer remote appointments.

Becoming a High(er) Performing Organization. This month, staff met with our Communication Specialists and Data Analysts to brainstorm ways to tell the story about health in the community and use data to convene and lead programs for emerging health issues.

Upcoming Events:

The Reno County Community Baby Shower will be Wednesday, April 12th, 2023, from 5:30-6:60pm, at Midtown Center, 200 East Sherman in Hutchinson. This event is free to all new and expecting parents and their support persons.

Sincerely,
Karla Nichols, Director of Public Health

