

Kansas Association of Counties  
Governing Board Minutes  
February 24, 2017  
Topeka, Shawnee County, Kansas

Attendance

Board Members Present: Allison **Alejos**, Director of the Shawnee County Health Department; John **Bartolac**, Johnson County Director of Records and Tax Administration; Jeff **Blosser**, Morris County Engineer and Road Supervisor; Dianna **Carter**, McPherson County Appraiser; Max **Dibble**, Phillips County Commissioner; Fred **Johnson**, Labette County Counselor; Richard **Malm**, NACo Representative; Lynn **Peterson**, Dickinson County Commissioner; Lon **Pishny**, Finney County Commissioner; **Rob Roberts**, Miami County Commissioner; Hannah **Stambaugh**, Saline County Emergency Management Director; Barbara **Wasinger**, Rural County Representative; and Dan **Woydziak**, Butler County Commissioner.

Board Members Absent: Ed **Eilert**, Urban County Representative; Dave **Johnston**, Sedgwick County EMS Operations Manager; Clair **Schrock**, Thomas County Noxious Weed Director; and Gary **Scoby**, Nemaha County Commissioner.

Others Present: Randall Allen, KAC Executive Director; Dennis Kriesel, Operations and Finance Director; Dorrie Sullivan, Education and Conference Director; and Melissa Wangemann, General Counsel.

Proceedings

President Allison Alejos called the meeting of the KAC Governing Board to order at 10:00 a.m. President Alejos requested approval of the agenda, and seeing no changes from the board members, she adopted the agenda.

President Alejos called on the board to review the minutes from the last meeting. Lon Pishny moved to approve the January 26<sup>th</sup> minutes and John Bartolac seconded the motion. The motion passed.

Treasurer Dianna Carter presented the financial committee report on bills and payroll for February 24, 2017. Barbara Wasinger moved to approve the financial report and Jeff Blosser seconded the motion. The motion passed.

President Alejos called on Dennis Kriesel to present the monthly financial report. He said the report shows KAC net assets at a loss of \$36,230, with a projected loss for the year of \$26,309. He noted that the net loss of \$7,300 was better than expected considering the non-budgeted expenditures that were added in 2016. He noted that the annual conference was expected to

lose \$18,000 but actually gained \$42,000 over expectations. He said the \$42,000 increase was due to Dorrie and Dana's work on sponsorships. He indicated that the Education Program saw a loss of \$2,500, and that Norm Bower's Road Engineer Program did better than expected, requiring less dedicated cash. Lon Pishny asked how the loss would be covered, and Dennis Kriesel said it was covered with cash reserves. He noted the increased cost for the annual conference in 2016 was due to the more expensive venue – Johnson County. Lon Pishny asked about the cash reserves of over \$500,000 and asked about the history of the cash reserves; if that amount was a high mark or a low mark for reserves. Lon Pishny asked if previous boards have asked for a standard basis for the minimum amount of cash reserves. Randall Allen suggested maybe 50% of the annual assessment of dues, based on conversations with other state associations. Lynn Peterson discussed the rotation of board members on to the board, and the effect on knowledge about KAC finances. He noted the discussion on the early-bird registration last summer. Jeff Blosser discussed the Local Road Engineer Program and discussed the dues to support the program. Lon Pishny moved to approve the financial report and place it on file, and Dan Woydziak seconded the motion. The motion passed.

President Alejos called on Randall Allen to present the secretariat agreement between KAC and the Kansas County Commissioners Association. He named the board of the KCCA and explained the duties of KAC on behalf of the KCCA. He noted that the KCCA annual conference will be May 31-June 2. The KAC will also produce a pictorial directory of the KCCA this year as well. KAC provides the secretariat work for \$20,350. John Bartolac asked if it had been discussed whether to make the contract longer than one year. Randall Allen suggested one year is best because the board makeup changes and costs change. Max Dibble asked if most of their revenue is driven by dues. Randall Allen answered yes, based on population. Richard Malm moved and Max Dibble seconded approval of the agreement. The board continued to discuss the secretariat and whether costs of the association secretariat are met. The question was called by Lon Pishny. A vote was taken and the motion passed.

Melissa Wangemann presented the governing board guidelines and explained the duties of a governing board, noting their fiduciary duties and the duties of care and loyalty. President Alejos called for approval of Resolution 2017-1 and Barbara Wasigner moved to approve, and John Bartolac seconded the motion. The motion passed.

President Alejos called on Randall Allen to present his Executive Director's Report. He noted that Barbara Wasigner sent an email out to the commissioners and clerks introducing herself as the rural representative. Randall Allen discussed the meeting with Foley Equipment this week, which he attended with Dorrie Sullivan and Dana Wethington. The Foley sponsorship will be reduced to \$30,000 with the potential to decline to \$25,000 in future years. Foley's profit is down, given the state transportation program. Foley told KAC staff that it was time for other

vendors to step up to contribute to the conference. Dorrie Sullivan and Randall Allen said they are expected to give \$30,000 this year, based on the need to accommodate Foley's equipment and the decision to move to Johnson County for the next three years. Dorrie Sullivan noted that a lot of the Foley money is offset by the additional expenses incurred by KAC on behalf of Foley. Max Dibble asked if Foley had an exclusive contract with KAC and Randall Allen said that was no longer the case, but there was one in the past. Randall Allen suggested the architectural and engineering firms step up their involvement at the KAC annual conference.

Randall Allen moved to discussion about compensating Dana Wethington for advertising. He said his compensation suggestion came out of a meeting with other state association directors last fall. Employees at other associations who acquire and retain sponsorships and advertising receive an incentive pay. Randall Allen suggested a 7.5% fee of revenue received, excepting the pay from Foley Equipment and other exhibition sales. Randall Allen recommended moving forward with an incentive for employees to sell advertising. Lon Pishny suggested some qualifiers might be needed for the sponsorships; such as vendors that meet the needs of the KAC membership, and whether the sponsorships help reach the budgetary goals for the conference.

The board recessed for a break at 11:10 a.m. and resumed at 11:20 a.m. John Bartolac asked, if the employee is employed to perform a certain task, why would KAC pay an incentive pay; the task of sponsorships or advertising is part of the job. Randall Allen said KAC was a business and entrepreneurial model and not a county government model, and it has to meet profit projections. Melissa Wangemann and Dan Woydziak commented that Dana Wethington's hours were reduced for the 2017 budget. Randall Allen said he would review the incentive program and incorporate qualifiers from the board members, and make the policy retroactive to the beginning of the year. Allison Alejos suggested that the draft be sent to the board members for commentary via email prior to the next meeting. Dianna Carter asked what staff would receive the incentives; Randall Allen noted that Dana Wethington would receive the incentive for sponsorships and Jeanna Lee would receive it for advertising. Dianna Carter said the policy needs to be clear on who will receive the incentive. Lon Pishny suggested an annual goal to be met before the incentive was paid, plus the qualifiers on types of sponsorships permitted. Dorrie Sullivan noted that the incentive pay does not cover Dana Wethington's loss in hours. Rob Roberts noted that the incentive pay helps balance the loss of working hours, and helps work off the deficit.

Randall Allen moved to discussion on the annual conference, and the timing of the upcoming conferences. KAC does not have a site beyond 2018 because of concerns by past boards about Sedgwick County remaining a member of KAC. KAC boards in the past did not want to host a conference in a county that is not a member of KAC. He noted that the board must make a

decision on future locations because hotels will fill up. Randall suggested an option of 2019-2020 in Wichita (Sedgwick County) and 2021-22 in Overland Park (Johnson County). He explained that Topeka is no longer on the list of possible sites. Randall Allen said that staff would negotiate the best possible dates in those years. He noted conflicts with canvassing and Thanksgiving when looking at November for the annual conference and future conferences might be better held in October instead. Dan Woydziak moved to hold the 2019-20 conferences in Wichita and the 2021-22 conference in Overland Park. Lon Pishny seconded the motion. Jeff Blosser noted to the board that it should be careful to not schedule at the same time LKM hosts its conference. The motion passed.

Randall Allen noted that statements for the compensation survey for 2017 have been sent out to member counties. He noted upcoming dates for webinar training. He said he has heard from just one county that will not participate in the program. Allison Alejos asked about the contract with Tech Net with for the online compensation survey and its requirements. Randall Allen said he would produce a copy of the contract for the board, noting it contains an automatic renewal.

Dennis Kriesel provided a report on the KAC phone system, which has been down for the last few weeks. The provider AOS believes there was hardware failure so the system must be completely reset on a regular basis. He said KAC has paid \$600 already for support and will enter into a new contract for support costing around \$1,600. The vendor is still diagnosing the problem and it should be addressed in the new few days.

Melissa Wangemann provided the legislative update. She discussed Turnaround Day and the halfway point of the session. She noted the tax plan that passed the House and Senate, which would restore the revenue stream to the state. She noted that the Governor vetoed the bill and the Senate could not overcome the veto. She said that Medicaid expansion passed the House, and it would face an uphill battle in the Senate. She said that there were fewer bad bills for counties this year. She passed out testimony on SB 158 relating to sanctuary cities. She outlined the legal quandary facing law enforcement when they hold a person in jail past his or her sentence on an ICE detainer, which is not a court finding or order. She noted the court cases that find a 4<sup>th</sup> amendment violation if a county holds the inmate on an ICE detainer. Melissa Wangemann also discussed the impending tax exemption request from White Cliffs Pipeline, which would cost 14 counties out west about \$700,000-\$1m per year in lost property tax revenue. Randall Allen and Richard Malm noted they would be attending the NACO Legislative Conference, and said they would come back from the legislative conference and discuss the items discussed at the conference and the agenda for the 2018 legislative agenda.

President Allison Alejos gave her President's Report. She noted that she reviewed the notebooks and would like to see the KAC Strategic Plan so the board can manage the plan. She

suggested that the minutes include a section for homework for those who were assigned work during the meeting. As the KAHL D representative to the KAC board, she also noted that KAHL D may hold a meeting at the KAC conference on the day before the conference begins, to share information with county commissioners about health care strategies.

Barbara Wasinger discussed the outbreak of mumps in her area and noted the importance of vaccinations. Richard Malm noted the use of Code Red as a method to communicate information to the public.

Randall Allen passed out a proposed 2017 annual conference agenda so that the board can see the time table for the conference. Randall Allen noted that he had talked with the LKM about next year’s Local Government Day and they discussed adding program time, such as conversations with legislators. He also noted that KAC has received dues from 104 counties and that the Unified Government of Wyandotte/KC says theirs is on the way.

Randall Allen said the staff will begin discussing workshop topics for the KAC annual conference. If board members think of a topic that should be discussed, they should forward the information to KAC staff.

Allison reminded the board of the upcoming meeting. Max Dibble asked about the scheduling of the regional suppers and Randall Allen said those have not been scheduled. Jeff Blosser said the NACE meeting will be hosted in Wichita and will draw a lot of people to the area.

Meeting was adjourned at 12:56 p.m.

Homework and Follow-Up

Topic	Required Follow-Up
Incentive Pay for KAC staff	Randall Allen to circulate draft policy of incentive pay to the board members for commentary via email prior to the next meeting.
Annual Conference	Randall Allen and Dorrie Sullivan to negotiate the best possible dates for upcoming years of the annual conference and to provide the board an update.
Online Compensation Survey	Randall Allen to provide the board a copy of the Tech Net contract.

NACo Legislative Conference	Randall Allen and Richard Malm to give a report from the NACo Legislative Conference, including NACo's 2018 agenda.
KAC Strategic Plan	Randall Allen to provide the board a copy of the KAC strategic plan.
Homework from Minutes	Melissa Wangemann to incorporate homework assignments in the minutes.
Regional Suppers	Randall Allen and Dorrie Sullivan to plan the spring regional suppers.