

## GOVERNING BOARD MEETING MINUTES

KAC BUILDING April 26, 2019

### ATTENDEES:

BOARD MEMBERS PRESENT: **Craig Cox**, President, **Chip Westfall**, Vice President, **Max Dibble**, Past President, **Ed Eilert**, Johnson County Commissioner, **Bob Vidricksen**, Saline County Commissioner, **Rob Roberts**, Miami County Commissioner, **Lon Pishny**, Finney County Commissioner, **Susan Hubbell**, Secretary, **Brian Stone**, Emergency Management Director, Cowley County, **Kenny Baccus**, Noxious Weed Director Ottawa County, **Don Pyle**, Crawford County Clerk, **Gary Scooby**, Treasurer, **Richard Malm**, Jefferson County Commissioner.

**Others present:** **John Bartolac**, Johnson County, **Dornella Leal**, Finance Director, **Jay Hall**, Legislative Policy Director, **Jason Steele**, Law Clerk, **Betty Oliva**, Office Manager, **Dorrie Sullivan** Interim KAC Executive Director.

**ABSENT:** **Carla Pence**, Harper County Commissioner, **Patti Israel**, Ford County Appraiser, **Dave Johnston**, Sedgwick County EMS Operations manager, **Nick Baldetti**, Reno County Public Health Director, **Jeff Blosser**, Morris County Engineer.

**PROCEEDINGS:** President Craig Cox called the meeting to order at 10:00 am

President Cox presented meeting agenda and roll call taken. President Cox noted changes to #9 b, to present date change from June 7 to June 13 & 14<sup>th</sup>. Add a c for nomination update on Noxious weed position.

President Cox called for approval of March 22, 2019 minutes. Motion to approve by Richard Malm, seconded by Max Dibble. Motion carries.

President Cox called for Gary Scooby to present bills and payroll for April 26, 2019. Motion by Gary Scooby to approve as presented, seconded by Chip Westfall, motion carries.

President Cox welcomed Dornella Leal, KAC Board & Operations & Finance Director to the team.

**LEGISLATIVE UPDATE:** Jay Hall presented the Legislative report and updates.

**FINANCIALS:** Dornella gave an update on the December 2018 year end audit. We had been projected for a loss of \$21,000 and ended the year with a loss of \$2,000. Motion by Chip Westfall to accept report with a second from Don Pyle. Motion carries.

**Executive Session:** At 10:30AM, President Cox asked the KAC Board Members to recess into executive session pursuant to the non-elected personnel justification to the Kansas Open Meeting Act in order to discuss pending litigation for 20 minutes. The open meeting will resume at 300 SW 8<sup>th</sup> Ave., Lower Level, Topeka, KS 66603, April 26, 2019 at 10:50 AM. The motion was made by Max Dibble, seconded by Bob Vidricksen. The motion carried.

The Executive Session came out at 10:50 AM, no decision was made, the open meeting resumed.

**PRESIDENT REPORT:** President Cox gave an update on District meetings attended. There will not be a May meeting; it is moved to June 13 afternoon with a meet and greet for the final candidates for KAC Director with Board interviews concluding the morning of June 14<sup>th</sup>. The hiring committee will go through candidates on May 15-16<sup>th</sup>, with interviews starting on May 29<sup>th</sup>. Committee members are Dorrie Sullivan, Dana Wethington, John Bartolac, Craig Cox, Chip Westfall, Gary Scoby, Susan Hubbell.

President Cox requested that Dornella create a 5-year plan moving forward which illustrates the difference in staying in our current location versus moving to the KNEA building and our next 5 year projected revenue based on current dues and an increase of 1% per year over the next 5 years to present at the June 13 meeting.

President Cox also announced that the Noxious Weed position for the State committee needed to be a commissioner. Carla Pence, Harper County Commissioner, has agreed to sit on that State committee.

**OLD BUSINESS:** Dornella gave an update on the KAC IT and Phone updates. She has secured a quote that would provide for a Technology refresh, that would include Office 365, off site storage and back-up, NAS storage in lieu of new server and IP phone systems for approximately \$7,000 yearly with a \$500.00 set up fee. Lon Pishny made a motion to proceed with the IT solution immediately. Seconded by Brian Stone, motion carries.

**EXECUTIVE DIRECTOR REPORT:** Interim Executive Director Dorrie Sullivan updated on the Executive Director search and dates for upcoming interviews by the hiring committee.

She presented a real estate update with spreadsheet for potential office space. Discussion followed with questions on current lease and potential non-profits lessees for the extra office space available. Dorrie also gave update on upcoming 2019 KAC Annual Conference. She noted that Sedgwick County has agreed to a \$7,500 for the 2019 and 2022 annual conferences.

Dorrie indicated that work on standard operating procedures has begun with development of a process to be used by all staff; this will be a year-long process to complete based on current staff commitments. Secretariat agreements are completed and signed. Dana is working on a Pictorial directory for the KCCA. Attendance for the upcoming KCCA conference is down. Norm has confirmed that he will be retiring at the end of the year. She is also working in partnership with the League of Municipalities on the grant from the Kansas Health Foundation that is in place to educate counties and municipalities about the Census 2020.

Richard Malm has been appointed as the NACO representative for a 2-year term.

**NACO REPORT:** Richard Malm updated on upcoming NACO events. He gave the website to go test your internet connection [Naco.org/testit](http://Naco.org/testit). He also mentioned the MSI agreement with NACO which provides IT support for free provided by Homeland Security.

**ADJOURNMENT:** President Cox adjourned the meeting at 1:45 p.m.

Minutes respectfully submitted by Susan Hubbell Secretary