



APRIL 2019

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WANT MORE NEWS?

KAC PROVIDES ADDITIONAL CONTENT ON
FACEBOOK, LINKEDIN AND TWITTER.

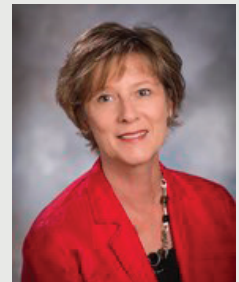
FOLLOW US FOR UP-TO-THE-MINUTE
INFORMATION!

KAC SNAPSHOT

By Dorrie Sullivan, Interim Executive Director

March and April are stacking up to be very busy months at the KAC.

Staff has been working diligently at the Capitol, watching the progress on the Legislative Policy priorities and testifying in support of both House and Senate bills. You can follow progress with **Jay Hall's** weekly Legislative Updates. If you need to be added to that email list, let Betty Oliva know by emailing her at Oliva@kansascounties.org. We are pleased with the progress we've made in our lobbying efforts, deepening our relationships with members of the House and Senate. This is an ongoing focus and we are also appreciative of you who have helped to provide testimony in various committee meetings.



I am very pleased to introduce you to our newest staff member, **Dornella Leal, Operations & Finance Director**. Dornella brings with her years of hands-on experience in accounting and managing operations from the State of Kansas and previously at the Kansas Children's Service League. We will be looking to her to manage day-to-day operations, help set up standard operating procedures for the organization and manage our financial reporting. You can learn more about Dornella in her article this month. Help us welcome her to the KAC. Her email is leal@kansascounties.org and phone 785-272-2585 extension 312.

We are helping the **Kansas County Commissioner's Association (KCCA)** with its annual conference scheduled for April 30-May 2 in Junction City. KAC staff will be on hand at the meeting to manage the logistics. In addition, we are working with K-State Research and Extension on the **Fundamentals of Leadership class** that is being held prior to the KCCA conference. This class has been re-vamped to focus on identifying your personal leadership strengths and weaknesses, learning about the steps for building trust as a leader, improving your leadership skills through listening, and becoming aware of the importance of ethical decisions in leadership. Everyone is welcome to attend this class. Register [here](#) for the class. If you want to register for the KCCA Conference, contact Betty Oliva at oliva@kansascounties.org.

We are making progress on the **search for the KAC Executive Director**. We have engaged the League of Municipalities for the

continued next page

search. They have done an assessment to identify the key qualities we are looking for in the person who will fill this important role. The League will handle the outreach, review all resumes, and assist in the initial interviews that will narrow the list of candidates for the Board Selection Committee's final interviews.

This role is clearly an important one for the future of the KAC. In the meantime our current staff will manage the organization well until a new person is in place. My personal goal is to handle the day-to-day needs of the organization and then help with a smooth transition for the new Executive Director.

Finally, I am pleased to announce that the **registration for the 44th Annual Conference & Exposition is now open.** This year's conference will be at the Hyatt Regency Wichita/Century II Convention Center in Wichita, November 12-14. You can register by clicking [here](#). A mailer will be coming out soon.

Dana Wethington, Marketing Coordinator, has already gained a number of sponsors for this year's conference. Foley Equipment will sponsor the Exhibition and dinner on Wednesday evening and other sponsors who are joining us are KCAMP, KWORCC, American Medical Response, Henry M. Adkins & Son, ITC, Mid-Continental Restoration and Reed Company. Half of the booth spaces already have been claimed by businesses and organizations offering services and products for your current and future projects.

This year we are planning for as many as 20 separate workshops to be held throughout the conference. Confirmed topics include the following:

- Attracting and Retaining Employees
- How to Look for Grants to Benefit Your County

continued next page

If you know of organizations who might want to participate with a sponsorship or by exhibiting, contact Dana at wethington@kansascounties.org.

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FoleyEQ.com

COUNTY COMMENT

County Comment is published monthly as the official newsletter of the Kansas Association of Counties. Questions or comments are welcome and may be forwarded to [Dana Wethington, Editor](#).

Kansas Association of Counties
300 SW 8th Ave, Ste. 300
Topeka, KS 66603

Dorrie Sullivan, Interim Executive Director
Craig Cox, KAC President

Layout design by Becky Arensdorf

- What Happens When You Contract for Noxious Weed Spraying
- Employment Law Update
- Primer on Opening and Vacation of County Roads
- Public Health & Behavioral Health Working Together for Better Community Outcomes
- Records Management 101
- Census 2020: Why it Matters to Counties
- Building Trust in Our Communities
- Appraisals for Citizens
- Good & Bad Humor in the Workplace
- Educating the Community on Local Government
- Social Media Liability Concerns
- Collaborating Amongst Governmental Entities
- Rural Economic Development ■



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Hotels for the 44th Annual KAC Conference

Hyatt Regency Wichita

(Conference headquarters)

400 W. Waterman

(888) 421-1442

Rate: \$124 until October 21, 2019

Drury Plaza Hotel Broadview Wichita

400 W. Douglas Avenue

(800) 325-0720 — refer to group #2305708

Rate: \$179 until October 10, 2019

Fairfield Inn & Suites

525 South Main Street

(316) 201-1400

Rate: \$139 until October 13, 2019

Courtyard Wichita at Old Town

802 E. 2nd Street, N.

(866) 522-8909

Rate: \$152 until October 22, 2019

Hotel at Waterwalk

711 S. Main Street

(316) 263-1061

Rates: King Suite—\$114; 1 Bedroom—\$118

Executive Double—\$124; Loft Suite—\$144

Until October 11, 2019

Ambassador

104 S. Broadway

(866) 522-8909

Rate: \$189 until September 11, 2019

HOTEL CANCELLATION POLICY FOR THE KAC ANNUAL CONFERENCE:

The room block will be opened when the KAC annual conference registration opens. A deposit equal to one night's stay is required to hold each guest's reservation and it will be charged at the time of the reservation. These deposits paid by individuals are refundable if notice is received at least four weeks prior to arrival (which is October 15, 2019) and a cancellation number is obtained. Each reservation must be accompanied with the name for each room (no hotel room block will be allowed; for example, booking five rooms under one name is not allowed). Name changes on guest room reservations will be accepted.

Live Healthy U.S. Counties

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Be a Live Healthy county with health discount programs for residents

Help your residents save on everyday prescription, dental and health costs.

Prescription Discounts at more than 68,000 pharmacies nationwide.

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- Low-fee programs save residents 15% to 50% on dental and health costs

The Live Healthy program is offered at no-cost to our member counties – and we'll provide everything you need to market these savings to your residents, including:

- Customizable posters
- Customizable free prescription discount cards
- Dimensional counter display
- Press releases and more

Become a Live Healthy county – it's free! Visit www.naco.org/health or call toll-free 1-888-407-6226.



The Live Healthy discount program is NOT insurance.

* Savings may vary by drug and by pharmacy.

The Prescription Discount Card is operated by CVS/caremark®. The Discount Medical Organization for NACo Health and Dental Discounts is Alliance HealthCard of Florida, Inc. All rights reserved. ©2015 CVS/caremark. 106-35891b 100515

COMPLETE COUNT

By Jay Hall, Legislative Policy Director & General Counsel

It may seem like it is a long time away, but the 2020 Census is just around the corner. The 2020 Census is not much ado about nothing - it is a critical opportunity to count each resident in your county. Why is this so critical?

Many government programs rely on Census data to distribute federal funding. Everything from Medicare to highway funds, to education, to disaster relief funding is distributed based on census information. This makes it crucial that every person in your community is counted, whether that community is big or small, urban, suburban, or rural. Each person and each household in your community truly counts in the Census.

The Census Bureau has introduced Complete Count Committees, which organize locally to help ensure that everyone has an opportunity to be counted. Each county should have some Complete Count Committee or program to be certain that each person is counted in next year's Census.

Each county should have a census plan to ensure that every community within your county is properly counted. This plan should include input from each community within your county to be certain that everyone is counted. Along with identifying community leaders within your county to aid in the effort to ensure that each person in your county is counted, counties should also be proactive in identifying resources to aid in this task.

It is important to get the word out within your county to make sure that people are aware of the Census, and that they are informed about how and when to respond to the Census. Some within your county may be concerned with the privacy of their information. The Census Bureau is required by law to protect any personal information collected through the Census, and to keep that information strictly confidential. By law, Census responses cannot be used against a person in any way - either by courts or government agencies.

Planning and mobilizing local resources could be the difference in many areas between having a complete count in your community and missing out on resources when they are distributed because you did not count some of the population. The 2020 Census is critical for all of our communities. Be sure that you are all counted!



For more information on Complete Count Committees, visit the U.S. Census Bureau at <https://www.census.gov/programs-surveys/decennial-census/2020-census/complete-count.html>. The Kansas Association of Counties also has additional information from the Census Bureau regarding the administration of the 2020 Census. ■



KCAMP is a member-owned self-insured property and liability risk retention pool providing coverages to 70 of Kansas' 105 counties. Formed in 1991 as a viable alternative to commercial insurance, KAMP offers broad coverage at low stable rates.

Membership in KCAMP provides risk management services such as human resources consulting, legal advice, model policies, risk management grants and tuition reimbursement.

Approximately 85% of U.S. public entities belong to risk retention pools. Contact us to learn why.



Carrie Nelson, Marketing Manager
5425 SW 7th Street
Topeka, Kansas 66606
cnelson@kamp.org (785)380-6188

Gravel Road Potholes and Mudholes

With this wet winter most counties and townships are struggling with potholes and mudholes on their unpaved roads. Did you ever wonder why some areas of a road get potholes and mudholes, while most of the road is OK? Well, as they say, "it's not rocket science." Potholes and mudholes develop where water stands on the road.

Most people are blaming the wet weather for potholes and mudholes, and certainly we do not have those problems in dry weather. But it could be that lack of crown and/or deferred maintenance has resulted in those road defects.

The three major factors for a good gravel road:

1. Adequate surfacing material
2. Ditch drainage
3. Proper crown

The amount of surfacing material (rock or gravel) needed is based on amount and type of traffic.

Surfacing material goes up in dust or gets washed away. Replenishing surfacing material is an ongoing long term effort. If we don't replenish the surfacing material to offset the loss then the thickness decreases and eventually the surfacing cannot support the traffic and we have a problem. Eventually was this winter. The current buzzword is deferred maintenance. In this case, we have deferred putting adequate surfacing material on the road. The issue is we deferred the work and the expense, but eventually, unless you are going to close the road, we still have the work and expense of the work. The responsibility for deferred maintenance falls directly on the county commission, maybe previous county commissions. The fault is not the road crews, they don't set the budget, they just work with what they are given.

Major Factors for a Good Gravel Road:

1. Proper crown
2. Ditch drainage
3. Adequate surfacing material

Ok, I blasted the commissioners, now I will turn to the road crew. I have a saying that I adapted from my dad who was a grader operator. There are four enemies of a gravel road.

1. Weather (both wet and dry)
2. Traffic
3. Farmer (that farms the ditches)
4. Grader Operator



We can't do much about the weather or the traffic, and we don't do much about the farmer farming the ditch shut. But we can do something about the grader operator.

There is another saying "What makes a good road? Drainage, Drainage, & Drainage!" Some people hearing that think about ditches. However, to get water off a gravel road the three elements are: 1. Crown (cross slope), 2. High shoulders (lack of), and 3. Ditches. If this winter your gravel roads developed potholes and mudholes in flat areas such as at top of hills and low areas near crossroad culverts, there probably wasn't enough crown.

Proper Crown: A road should be higher in the middle than at the edge so that water sheets off the road.

The slope from the center of the road to shoulder is referred to as crown or cross slope. Crown has to be substantial to allow for ridges that form adjacent to wheel tracks, or water will run down hill in the wheel tracks rather than sheet off into the ditch. For drainage the more crown you have the faster the water gets off the road. Of course, if you get too much crown it becomes difficult to drive and farm equipment high centers. From my experience most roads do not have enough crown. If you have a pothole problem there is not enough crown. Experts agree that the desired crown on a gravel road is 4% to 6%, which is one-half to three-quarters of an inch per foot. This calculates to 5" to 7" on a 20 ft. road and 6" to 9" on a 24 ft. road.

Proper Crown:
20 ft. Road 5" to 7"
24 ft. Road 6" to 9"

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Checking Crown: The simplest and fastest way to check crown is with a stringline. All you need is two rulers and a stringline as shown in Figure 2. The way I like to do it takes two people. First determine road width, just stepping it off is close enough. Then stretch the stringline to the inch mark on the ruler that corresponds to the minimum recommended crown for the road width, say 5" mark for a 20 ft. road. Then just lower or raise the string line until the string just touches the road near the center. It takes about 2



FIGURE 1. This potholed area had 2" of crown and should have been 5".



FIGURE 2. Equipment needed to check crown.



FIGURE 3. Slope meter should be marked at the desired cross slope, usually at the 4.

minutes to check the crown using this method. One person can use a ruler, string line and a string level. Just set a nail at the center of the road, loop the sting around the nail and measure the fall at the edge of the road. I like the two person method as it involves the grader operator and he can then explain why he doesn't have enough crown.

Slope Meter: If you find you don't have adequate crown, all you have to do is tell the blade operators to blade at a 4% cross slope, right? Wrong, it isn't that easy. A blade operator sitting about 8 ft. above the road can't tell what the cross slope is. The operator normally estimates the slope by how much he is cutting. Some operators claim they can feel the slope in the seat of their pants. They may feel something in their pants, but if it was the cross slope the roads would not be flat. Every motor grader should be equipped with a slope meter as shown in Figure 3. A slope meter costs less than \$200, and a motor grader costs \$250,000 so the cost is relatively small. But don't just mount the slope meter, the operator may not know how to read it. I would suggest marking the desired cross slope on the bubble with a magic marker so hen there will be no confusion.

Straight Blades: A slope meter only works with straight blades. Blades wear in the middle. Worn blades are one cause of high shoulders as operators cut near the shoulder to get material to blade across the road. Worn blades also cause a flat spot in the center of the road which will pothole easily. Blades should be rotated when worn $\frac{3}{4}$ ". When dragging everyday it may be necessary to rotate the blades once a week. Where rock ledges are not an issue many agencies use carbide embedded blades. When counting labor and lost time rotating blades the carbide blades may be cheaper in the long run.

Mudholes and Potholes in flat areas.

If road crown is too flat precipitation has a tendency to follow the track down the hill rather than sheeting off into the ditch. Water stands in the low area which softens the road surface and causes either potholes or mudholes. If there is adequate surfacing material potholes develop. However, if the surfacing material is marginal ruts form where water stands, then the standing water in combination with traffic cuts the mudhole deeper and deeper. Figure 5 shows water following the wheel tracks and collecting in the flat area over the culvert. Over an extended wet period a mudhole may have developed anyway, but proper crown reduces the severity. Traffic will pound down

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the crown some, so it would be a good idea to make sure low areas have more than the minimum crown.

Mudholes on sides of a hill.

Even with proper crown mudholes can develop on the



FIGURE 4. Worn blades lead to false shoulders and improper crown.

side of a hill where there is a seep. A seep usually occurs at a rock outcrop during prolonged wet weather. The water from the seep saturates the subgrade from the bottom up, rather than top down. These type of mudholes break through the road crust rather rapidly, and are as deep as the cover over the rock ledge. This type of mudhole does not usually occur at the same time as the flat area mudholes, and are exceptionally hazardous as they develop so quickly. The subgrade is quite liquid and cannot be stabilized with coarse rock. The standard repair is to dig out the mud and replace the mud with screened rock that will let the water escape into the road ditch. To allow for drainage sometimes an underdrain is installed or a ditch cut deeper to drain the area.

Potholes or Mudholes?

Potholes develop where there is adequate surfacing material. Mudholes develop in the same area if there is inadequate surfacing material.



FIGURE 5. Mudhole developing due to lack of crown. Note that the windrow is also holding water on the road. This mudhole is going to get worse.

Maintaining a gravel road with a motor grader is one of the more complex jobs on the road crew. Obtaining the proper crown is not easy, it will take some time, effort, and perhaps additional gravel to get the proper cross slope. If the roads are too flat the operator has to cut more at the shoulder and bring that material to the center. If the material brought up from the shoulder has too much dirt it may be necessary to add gravel.

As I mentioned at the beginning of this article proper crown is one of the three major factors in making a good gravel road. I hope you make a resolution to check crown on your roads, and if needed, develop a plan to correct the crown so that you will have fewer potholes and mudholes. ■



FIGURE 6. Mud hole at rock ledge on side of hill.

If you like roads, and who doesn't, you may be interested in my twice monthly email on current road issues and road items of statewide interest. If you would like to receive these emails just send me an email request with name and title at bowers@kansascounties.org.

SEASONAL FIREWORK SALES

- Firework Sales is a seasonal business operating from June 27TH thru July 5TH
- Dates are subject to local ordinances
- All fireworks must be purchased from distributors holding a Kansas permit
- All sales are taxable, unless an exemption certificate is on file
- A Valid Retailers Sales Tax Registration Certificate is required to be posted at all locations
- NAICS code 453998 is the KDOR recommendation for seasonal Fireworks

EXISTING BUSINESS OPERATOR

If adding a new firework location, you must submit form CR-17 (Kansas Registration Schedule for Additional Business Locations).

NEW SEASONAL FIREWORK BUSINESS

Submit a CR-16 (Business Tax Application) or register online at <https://ksrevenue.org/forms-btreg.html>.

MULTIPLE FIREWORK LOCATIONS

To file all locations using one firework sales tax account, submit a CR-17 form and a detailed list/spreadsheet of all locations. Complete this form for each new or additional location.



County/city nonrefundable permit/license fees range from zero to over \$5,000 for each location.

The Kansas Department of Revenue identified over 500 locations across the state with the assistance of county & city officials!



Sample license/permit applications are available upon request. Please contact 785-577-2265 for more information.

All forms are available at:

<https://ksrevenue.org/forms-btreg.html>



STATE OF KANSAS
DEPARTMENT OF REVENUE

EMPLOYMENT OPPORTUNITIES

County Appraiser – Sedgwick County (Wichita), Kansas

Sedgwick County, Kansas is seated in Wichita and covers 1,008 square miles. It is one of the most populous of Kansas' 105 counties with an estimated population of 508,000. It is the sixteenth largest in area and reportedly has the second highest per capita wealth among Kansas' counties. Sedgwick County residents enjoy a central location, a diverse population, a strong local economy and four distinct seasons. Quality of life amenities, including education, are excellent and the cost of living is well below the national average.

Sedgwick County utilizes a Commission/Manager form of government under which the County Manager's Office implements the priorities and goals of the Board of County Commissioners (BOCC). The BOCC is the County's governing body. It is comprised of five-members and meets in regular weekly sessions. Commissioners are elected according to geographical area (districts) and serve four-year overlapping terms. The Chairman of the Board is elected by the Commissioners and serves a one-year term. In addition to the BOCC, citizens of Sedgwick County elect the County Clerk, the Register of Deeds, the County Treasurer, the Sheriff, the District Attorney and the 18th Judicial District Judges. The BOCC appoints a professional County Manager to administer many County functions and to implement policy decisions. The BOCC also appoints the County Counselor, County Appraiser, Fire Chief and the County Engineer for the Department of Public Works.

Sedgwick County employs nearly 2,800 persons and functions on a current budget of \$439,530,627. The County provides a full range of services including public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

The County Appraiser's Office is required by law to annually appraise all tangible, taxable and exempt property by January 1. In 2019 In Sedgwick County there are 222,653 residential, agricultural, multi-family, commercial and industrial parcels as well as 35,741 personal property accounts. In addition, the Office applies classification rates and determines tax exemption eligibility of religious, charitable, educational and municipal properties. The County Appraiser leads, manages, plans, organizes, administers and directs the activities and operations of the Sedgwick County Appraiser's Office in compliance with County policies and applicable Kansas law. In conformance with the Kansas State Property Valuation Division, the County Appraiser Office serves and assists the property assessment needs of the citizens and the community. The County Appraiser is responsible to deliver quality public service through use of effective leadership, strategic planning, performance measurement, teamwork, maximizing resources, innovative approaches and high professional standards. The County Appraiser's Office currently employs sixty-five (65) FTE's and has an FY 2019 budget of \$4,843,692.

The County Appraiser advises the County Commissioners and County Manager on matters pertaining to property appraisals and attends meetings of the BOCC, responds to inquiries made by the Commissioners and other County officials and makes presentations on a regular basis. He or she also presents testimony to state legislators and assists the County's Division of Finance with long-term valuation forecasting. For more information about Sedgwick County and the County Appraisers Office visit www.sedgwickcounty.org

Required qualifications are a Bachelor's Degree in Finance, Accounting, Economics, Business Administration, Regional/Urban Planning or a related field from an accredited college or university; certification as a general real property appraiser pursuant to Article 41 of Chapter 58 of the Kansas Statutes Annotated and amendments; possession of a valid residential evaluation specialist (RES) or certified assessment evaluation (CAE) designation from the International Association of Assessing Officers (IAAO); **OR** be a registered mass appraiser (RMA) pursuant to rules and regulations adopted by the Secretary of Revenue. Must have a minimum of three (3) years Computer Assisted Mass Appraisal (CAMA) experience.

Preferred qualifications are a Master's Degree in Finance, Accounting, Economics, Business Administration, Regional/Urban Planning or a related field from an accredited college or university combined with additional CAMA assessment administration or other local government education and training plus ten (10) years of experience in assessing properties which includes five (5) years in a managerial/supervisory capacity. IAAO designation, CAE preferred.

Compensation

The compensation package includes a competitive base salary and benefits that will ultimately depend upon the qualifications of the selected candidate. The beginning salary will be commensurate with experience. The County offers

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EMPLOYMENT OPPORTUNITIES

excellent benefits which include: State retirement, a generous paid time-off program, medical/prescription insurance (95% County paid), dental, vision, Life & AD&D insurance, a Flexible Healthcare Spending Account, a Dependent Daycare Flexible Spending Account, AFLAC and other benefits.

To Apply

The County is anxious to fill this position. It will remain open until filled. The first review of resumes is tentatively scheduled for April 12, 2019. For consideration, please email your cover letter, resume and current salary to Robert E. Slavin, President, **SLAVIN MANAGEMENT CONSULTANTS**, 3040 Holcomb Bridge Road #A1, Norcross, Georgia 30071, Phone: (770) 449-4656, Fax: (770) 416-0848 [Email: slavin@bellsouth.net](mailto:slavin@bellsouth.net). Sedgwick County is an Equal Opportunity/Equal Access Employer.

Engineer – Marion County

Marion County is seeking an experienced full-time Civil Engineer to take the helm of our road and bridge department. This is a management position that includes design and inspection of county road, bridge, and culvert construction and maintenance projects, supervision of personnel and outside contractors, and performance of administrative duties. Marion County has a County road system with over 900 miles of roadway, including asphalt, gravel and dirt roads. Job description and qualifications are available online at www.marioncoks.net. We are centrally located with great schools and recreation opportunities. Come join our team! For more information contact the County Clerk's Office 620-382-2185 or coclerk@marioncoks.net. Salary dependent upon experience. EOE.

Executive Director of Economic Development – Liberal/Seward County

Liberal/Seward County Development Corporation is seeking candidates for an Executive Director of Economic Development. The Director will work with existing businesses in an effort to sustain and grow the local economy, market the community to attract new business, develop relationships with all existing businesses to determine needs, create economic incentive packages and to work hand-in-hand with all facets of economic development to provide and promote an economically viable, dynamic and livable Seward County, Kansas. This position serves as the face of the organization regarding public, investor and community relations. The ideal candidate is high-energy, results-driven, and thrives in a fast-paced environment.

Job Type: Full-time

Salary: \$60,000.00 to \$100,000.00 /year DOE, plus benefits. BCBS Health & Dental Insurance, Paid-time Off (PTO), KPERs Retirement, 11 Paid Holidays, Life Insurance, AFLAC Supplemental Policies.

Please send resumes and letter of interest by **April 19, 2019**, to Norma Jean Dodge, SCCC B&I, P.O. Box 1137, Liberal, KS 67901 or by e-mail at lscdc@sewardcountyks.org. EOE

Post Your Position and Find The Right Candidates.

We can help you connect to the talent you need for your county. We'll place your employment posting online and in the *County Comment*, reaching all 105 Kansas counties. The online posting goes up within 48 hours of submission and your *County Comment* listing will be included in the next month's issue.

Rates: Up to 75 words \$65; 76-150 words \$95; more than 150 words \$120.

The website posting is from submission date for at least a month and *County Comment* is for one month.

Deadline: First of each month for County Comment

Contact: Dana Wethington at wethington@kansascounties.org



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INSTITUTE OF EXCELLENCE

Sign up today for the following classes by clicking on this [link](#).

305 Fundamentals of Leadership

April 30, 2019

Junction City, KS

11 am – 4:45 pm

Lunch included in the \$75 fee

Must register by April 22, 2019

NOTE: This workshop also applies toward the *Level III Roads Scholar* certificate.

How to do the **RIGHT** things **RIGHT**

Instructors are Bruce Chladny and Nadine Sigle from K-State Research & Extension

Intended outcomes for the day:

- Identify your personal leadership strengths and weaknesses
 - Understand the evolution of Facilitative Leadership
 - Learn steps for building trust as a leader
 - How to use listening to improve your leadership skills
 - Become aware of the importance of ethical decisions in leadership
-

307 Effective Management of Intergovernmental Relations

June 14, 2019

Topeka, KS

9 am – 3 pm

Lunch included in the \$100 fee

Instructor: Melissa Wangemann

Melissa Wangemann is General Counsel to the Kansas State Bank Commissioner. Prior to this position she was General Counsel & Director of Legislative Services for the Kansas Association of Counties for 10 years. Ms. Wangemann served as legal advisor to the Association and provided legal assistance to counties and county officials. She also coordinated the KAC's legislative work at the state and federal levels of government. Prior to joining KAC in the fall of 2008, she served as Counsel to Kansas Secretary of State Ron Thornburgh for 12 years. Before joining the Secretary of State's Office she worked in the private practice of law in Wichita and Topeka. Born and raised in Wichita, Ms. Wangemann went to Wichita State University and graduated with a Bachelor of Art Degree in English. She received her Juris Doctorate from the University of Kansas.

NOTE: This workshop applies toward *Level III Roads Scholar* program or can be applied as an elective in our leadership program.

The governments of the U.S. are part of a federal system, purposively designed by our Founding Fathers. The result of this unique system of government is an ever-changing set of relationships between the federal government, state governments, and local governments. This course will focus

on the intergovernmental relations found among them and the myriad issues that accompany the day-to-day operations that affect the overall efficiency of our system. This course will be highly interactive and includes a tour of the statehouse.

This course will provide in-depth information on:

- the Federal system,
- Kansas government,
- the legislative processes,
- relevant Federal and State agencies,
- how to understand a statute and bill
- how to work with Kansas state bureaucracy,
- working with townships,
- partnership opportunities with other local governments ■

MEET OUR NEW OPERATIONS & FINANCE DIRECTOR

Dornella Leal was welcomed to the Kansas Association of Counties' staff as Operations & Finance Director April 25.

"I have worked for the State of Kansas for the past 20 years and have appreciated working for Kansas citizens," she said. "If there is any way I can be of assistance, please let me know. I am excited for this new opportunity and look forward to working for the Kansas counties in this new capacity as the Operations & Finance Director. "



Dornella brings knowledge and experience in finance and accounting to her new position. She also served in the United States Marine Corps for four years.

She is a graduate of Friends University, where she earned a Bachelor's Degree in Computer Information Systems and a Master's Degree in Global Leadership and Management. In her spare time, Dornella enjoys the outdoors and spending time with family and friends.

You can reach Dornella at 785-272-2585 Ext. 312 or leal@kansascounties.org. ■

NATIONWIDE RETIREMENT SOLUTIONS (NRS)

Contact: Burt Burrows, Program
Director
P.O. Box 24232
Denver, CO 80224
Phone: 303-452-6300,
816-221-5266 or 785-271-7010
Fax: 785-271-7020



Nationwide®
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[Nationwide Retirement Solutions](#) (NRS) administers the NACo 457 Deferred Compensation Program for county employees across the U.S. NRS provides education, investments and recordkeeping functions for these plans. Along with the 457 Plan, NRS also administers a 401a Match Plan and the Post Employment Health Plan (PEHP), a plan that provides retiree health care reimbursements, tax free.

SUBSCRIBE AND LEARN FROM WEBINAR WEDNESDAYS

Cyber security, roads, tax issues, open meetings and records are some of the topics in the Kansas Association of Counties' Webinar Wednesdays.

Presently, 80 Kansas counties participate in the webinar program that allows employees to see and learn about a variety of topics on a regular basis. This program gives every member county the opportunity to participate in an hour-long training, making it cost effective to provide training to all of your employees from one central location.

As a webinar program participant, your county has one "seat" to the webinar. A "seat" is a log-in. Your county connects one computer to the webinar session, where you can have several people watching the webinar.

If you have not yet paid the \$100 fee for the entire set of webinars, you can do so now and have access to the recorded earlier sessions, and the on-going schedule. Each county submits an email address for the webinars and that email contact will receive the information for linking to each webinar. Also, after the completion of the live webinar, you'll receive a link that you can send out to other employees in your county for later viewing at their convenience.

Why Webinars?

Webinars — or online, real-time presentations — have obvious benefits to you as members. Here are just a few reasons you should consider subscribing to the KAC Webinar Wednesdays program:

- **Less Costly than Attending a Seminar**
You can get a brief overview of a subject without having to pay for gas and in some cases, over-night stays, to travel to a class. The \$100 annual subscription allows ALL of your employees to participate in ALL of the webinars at one central location convenient to your county.
- **Less Time Required**
Webinars are designed to take no more than an hour of your time. You don't have to be away from work for a full day, and you still gain important information.
- **Interact With the Presenter in Real-time**
Webinars allow you to interact in real-time with the presenter so you can ask specific questions even though you aren't face-to-face.
- **Invite Your Employees to Interact.** When you to set up a training or meeting room for employees to come together for the webinar, it will naturally lend itself to conversation on the topic, reinforcing the message.

How Do You Participate?

It's easy with just two steps:

1. Pay the \$100 (only \$10 per webinar, including links to previous sessions); and
2. Email Dorrie Sullivan at sullivan@kansascounties.org to let us know the email address (one "seat") your county will use for contact information and to log into the webinars.

Questions? Contact Dorrie Sullivan at 785-272-2585 ext. 304 or via email at sullivan@kansascounties.org.

continued next page

Webinar Wednesday Topics for 2019 Schedule

Each webinar will begin at 10 a.m.

- | | |
|--------------|--|
| January 9 | Local Sales Tax now available as recorded
Presenter: Amy Kramer, Financial Economist, Kansas Department of Revenue |
| February 13 | Recommendations for Private Water Wells: Protecting Your Citizens now available as recorded
Presenter: Dr. Elizabeth Ablah, KU School of Medicine/Wichita |
| March 13 | Special Events Sales Tax now available as recorded
Presenter: Mary Ardrey, Special Events and ACE Team Manager, Kansas Department of Revenue |
| April 10 | Cybersecurity: How to Protect Your County
Presenters: Brad Schiermeyer & Eric Heath, Wilson Communications |
| May 8 | How to Avoid Swimming with the Phishes
Presenter: Danielle Hall, Deputy Disciplinary Administrator, Kansas Office of the Disciplinary Administrator |
| June 12 | Employment Law Update
Presenter: J. Steven Massoni, Foulston Siefkin LLP |
| July 10 | Gravel Road Best Practices
Presenter: Norm Bowers, KAC Local Road Engineer |
| August 14 | Ethics Protocols and Policies
Presenter: Jay Hall, KAC Legislative Policy Director & General Counsel |
| September 11 | What you need to know about the Kansas Open Meetings Act
Presenter: Jay Hall, KAC Legislative Policy Director & General Counsel |
| October 9 | What you need to know about the Kansas Open Records Act
Presenter: Jay Hall, KAC Legislative Policy Director & General Counsel |



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*For additional information, contact
David Luke at 1-800-240-9828.*

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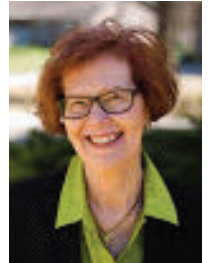
OPEN YOUR DOORS AND CELEBRATE NATIONAL COUNTY GOVERNMENT MONTH

By Dana Wethington, Marketing Coordinator

The National Association of Counties celebrates National County Government Month each April.

Since 1991, NACo has encouraged counties to actively promote the services and programs they offer by scheduling or publicizing activities and inviting the public to participate.

NCGM's 2019 theme is "Connecting the Unconnected," which is consistent with [NACo President Greg Cox's initiative](#) and focuses on how counties deliver "people-centered" services to their residents. Read about the initiative [here](#) and download NCGM resources below for more information and ideas for how your county can participate in NCGM.



https://www.naco.org/sites/default/files/documents/2019_NCGM%20toolkit_150res_01.31.19.pdf

NCGM is an excellent opportunity for your county to highlight effective county programs and raise public awareness and understanding about the various services provided to your county residents.

There are 69 Kansas counties who are NACo members. For more information on how your county can benefit from a NACo membership, please contact the NACo representative on the Kansas Association of Counties Board of Directors, Jefferson County Commissioner Richard Malm, at orichardmalm@gmail.com. ■

NEW RANKINGS SHOW HEALTHIEST COUNTIES IN KANSAS

The Annual County Health Rankings were recently released by the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute. The five healthiest counties in Kansas, starting with the most healthy, are Johnson County, followed by Nemaha County, Pottawatomie County, Wabaunsee County and Riley County.

An easy-to-use snapshot that compares counties within states, the rankings show that where you live influences how well and how long you live.

The Kansas Health Institute (KHI) is the state lead for the 2019 County Health Rankings. KHI has developed individualized data sheets for each Kansas county. For specific county data follow this link www.khi.org/policy/article/chr2019.

Established in 1995 with a multiyear grant from the Kansas Health Foundation, KHI is a nonprofit, nonpartisan educational organization based in Topeka. ■



44TH ANNUAL CONFERENCE & EXPOSITION



KANSAS
ASSOCIATION OF
COUNTIES

NOVEMBER 12-14, 2019

HYATT REGENCY WICHITA/
CENTURY II CONVENTION CENTER
WICHITA/SEDGWICK COUNTY

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PRELIMINARY CONFERENCE AGENDA

All topics and times are subject to change.

This year we have 20 separate workshops planned. In addition, we will have a number of mini-workshops scheduled in the exhibition hall for more interaction. Confirmed topics include the following:

- Attracting and Retaining Employees
- How to Look for Grants to Benefit Your County
- What Happens When You Contract for Noxious Weed Spraying
- Employment Law Update
- Primer on Opening and Vacation of County Roads
- Public Health & Behavioral Health Working Together for Better Community Outcomes
- Records Management 101
- Census 2020: Why it Matters to Counties
- Building Trust in Our Communities
- Appraisals for Citizens
- Good & Bad Humor in the Workplace
- Conversation with Kansas Transportation Secretary
- Social Media Liability Concerns
- Collaborating Amongst Governmental Entities
- Rural Economic Development

As we finalize the entire agenda, we will post it to our website so watch for updates on topics and speakers.

TUESDAY, NOVEMBER 12, 2019

9 a.m. – 5 p.m.

**Registration Opens
Voting Delegates Credentials Pick-up**

Concurrent Education Workshops begin at 10 a.m. and run through 4:15 p.m.

11 a.m. – 12:30 p.m.

Lunch on Your Own

4:30 – 5:30 p.m.

2019 Legislative Policy Statement Review

5:30 – 7 p.m.

KCAMP/KWORCC Business Meeting

WEDNESDAY, NOVEMBER 13, 2019

6:30 a.m. – 2 p.m.

**Registration Open
Final Voting Delegates Credentials Pick-up**

7 – 8 a.m.

Breakfast Buffet

8 – 9 a.m.

Annual Business Meeting

9 – 10:30 a.m.

General Session – *Keynote Speaker Tim Gard*

Tim Gard, CSP, CPAE, is a tears-in-your-eyes funny keynote speaker who teaches people to be more resilient and resourceful, and coaches organizations on how to enhance productivity and employee enthusiasm. He is a Hall of Fame Speaker, CPAE (Council of Peers Award of Excellence), an elite honor shared by 150 people worldwide and a CSP (Certified Speaking Professional). Tim has spoken at over 2,000 events worldwide from Texas to Tasmania and was selected by Meeting Planners Magazine as one of the “Best speakers ever seen or heard on the main stage.” Tim’s down-to-earth style and real-life humor leaves a lasting impression that you will benefit from for years to come. His skillful use of ordinary items in extraordinary ways and extraordinary items in everyday ways make him one of the most popular main stage speakers on the platform today. During the past two decades, Tim has traveled almost two million miles to perform, is the author of four books, and an inventor of stress reduction tools that are marketed and enjoyed worldwide.



10:45 – 11:45 a.m.	Concurrent Education Workshops
12 – 1:15 p.m.	Population Breakout Sessions and Working Lunch
1:30 – 7 p.m.	Exhibition Hall Opens
5:30 – 6:30 p.m.	Dinner, sponsored by Foley Equipment

THURSDAY, NOVEMBER 14, 2019

7 – 8 a.m.	Breakfast
8:15 – 9:15 a.m.	Concurrent Education Workshops
9:30 - Noon	Affiliate/Associate/Group Meetings <ul style="list-style-type: none"> • Administrators • Appraisers • Clerks & Election Officials • Commissioners • Highway Officials • Human Resource Directors • Local Health Departments • Noxious Weed Directors • Planning and Zoning Directors • Registrars of Deeds
Noon	ADJOURN



CONFERENCE REGISTRATION FEES

Register online today at www.kansascounties.org

Full Conference includes all meals,
workshops, sessions & events.....\$370

One Day Only includes attendance for
the day's events and meals only.....\$225

Affiliate/Associate Meeting includes breakfast,
workshop and Thursday meeting.....\$75

**Event Tickets, required for everyone not registered
for full conference or one-day-only events**

HOTELS

Read the hotel cancellation policy carefully.**

Hyatt Regency Wichita

(Conference headquarters)
400 W. Waterman
(888) 421-1442
Rate: \$124 until October 21, 2019

Drury Plaza Hotel Broadview Wichita

400 W. Douglas Avenue
(800) 325-0720 — refer to group #2305708
Rate: \$179 until October 10, 2019

Fairfield Inn & Suites

525 S. Main Street
(316) 201-1400
Rate: \$139 until October 13, 2019

Courtyard Wichita at Old Town

802 E. 2nd Street, N.
(866) 522-8909
Rate: \$152 until October 22, 2019

Hotel at Waterwalk

711 S. Main Street
(316) 263-1061
Rates: King Suite—\$114; 1 Bedroom—\$118
Executive Double—\$124; Loft Suite—\$144
Until October 11, 2019

Ambassador

104 S. Broadway
(866) 522-8909
Rate: \$189 until September 11, 2019

****HOTEL CANCELLATION POLICY FOR THE KAC ANNUAL CONFERENCE:**

The room block will be opened when the KAC annual conference registration opens. A deposit equal to one night's stay is required to hold each guest's reservation and it will be charged at the time of the reservation. These deposits paid by individuals are refundable if notice is received at least **four weeks prior to arrival** (which is October 15, 2019) and a cancellation number is obtained. Each reservation must be accompanied with the name for each room (no hotel room block will be allowed; for example, booking five rooms under one name is not allowed). Name changes on guest room reservations will be accepted.

CONFERENCE CANCELLATION POLICY:

Partial refunds are given for full conference registration only, and NOT Tuesday, Wednesday, or Thursday ONLY Registration, Affiliate/Associate Meeting Registration, or any of the special event tickets. To be eligible for a partial refund, all cancellations must be made in writing to the KAC office on or before 5 p.m., October 15, 2019. Upon receipt of written notice, a refund will be processed and mailed to registrants less a \$25 registration processing fee. **After October 15, 2019 NO refund** requests will be honored.