

We encourage everyone to view the meeting live via YouTube.

***Leavenworth County
Board of County Commissioners***

Regular Meeting Agenda
300 Walnut Street, Suite 225
Leavenworth, KS 66048
August 14, 2024
9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT PRAYER
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 15 minutes at the beginning of each meeting and limited to three minutes per person. Anyone wishing to make comments either on items on the agenda or not are encouraged to provide their comments in writing no later than 8:00 AM the Monday immediately preceding the meeting. These comments will be included in the agenda packet for everyone to access and review. This allows the Commission to have time to fully consider input and request follow up if needed prior to the meeting.
- V. ADMINISTRATIVE BUSINESS:
- VI. CONSENT AGENDA: The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
 - a) Approval of the minutes of the meeting of August 7, 2024
 - b) Approval of the schedule for the week August 19, 2024
 - c) Approval of the check register
 - d) Approve and sign the OCB's
- VII. FORMAL BOARD ACTION:

a) **A MOTION TO ADJOURN AS THE BOARD OF COUNTY COMMISSIONERS AND CONVENE AS THE BOARD OF COUNTY CANVASSERS.**

- Consider a motion to accept the votes from the August 6, 2024 Primary Election.

b) **A MOTION TO AJOURN AS THE BOUARD OF COUNTY CANVASSERS AND RECONVENE AS THE BOARD OF COUNTY COMMISSIONERS.**

- c) Consider a motion to approve the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing set for August 28, 2024 at 9:00 a.m.
- d) Consider a motion to approve the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing for Special Other Funds set for August 28, 2024 at 9:00 a.m.
- e) Consider a motion to approve FY2024 Adult Comprehensive Plan budget amendment and FY2024 Juvenile Crime Community Prevention budget amendment.
- f) Consider a motion to approve FY2024 Community Corrections year end outcome reports for FY2024 Adult Comp Plan and FY2024 Juvenile Comp Plan.
- g) Consider a motion to approve the application for FY2025 Community Programs Juvenile Justice Involved Youth Programs Grant.

VIII. **PRESENTATIONS AND DISCUSSION ITEMS:** presentations are materials of general concern where no action or vote is requested or anticipated.

- a) Budget discussion as needed

IX. **ADJOURNMENT**

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, August 12, 2024

Tuesday, August 13, 2024

Wednesday, August 14, 2024

9:00 a.m. Leavenworth County Commission meeting
• Commission Meeting Room, 300 Walnut, Leavenworth KS

Thursday, August 15, 2024

9:30 a.m. Mid-America Regional Council Selfie Day
• South Entrance of Courthouse, Dough Boy Statue

Friday, August 16, 2024

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

*****August 7, 2024 *****

The Board of County Commissioners met in a regular session on Wednesday, August 7, 2024. Commissioner Culbertson, Commissioner Kaaz, Commissioner Mike Smith, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Bill Noll, Infrastructure and Construction Services; Janet Klasinski, County Clerk; Edd Hingula, Leavenworth City Commission;

Residents: Joe Wilson

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Commissioner Mike Smith mentioned the County Administrator's evaluation is due by next Wednesday.

Janet Klasinski briefed the Board on the primary election and requested a random pick of precincts for the audit that will take place Friday morning.

A motion was made by Commissioner Kaaz and seconded by Commissioner Mike Smith to accept the consent agenda for Wednesday, August 7, 2024.

Motion passed, 5-0.

David Van Parys presented a quit claim deed that contained errors for the lagoon in Water District #3.

A motion was made by Commissioner Stieben and seconded by Commissioner Mike Smith to approve a quit-claim deed and correcting prior erroneous deed as presented.

Motion passed, 5-0.

Bill Noll requested approval of a change order on bridge ST- 60 project.

A motion was made by Commissioner Doug Smith and seconded by Commissioner Kaaz to approve the change order for base stabilization for project ST-60 on 206th Street in the amount of \$22,027.89.

Motion passed, 5-0.

Mark Loughry proposed options to the Board regarding the budget and mil levy.

It was the consensus of the Board to increase the mill levy by 2 mills, 1 mill to courthouse repairs and 1 mill to road and bridge.

Commissioners Culbertson and Mike Smith met with Parkville officials about the bridge 152 proposal.

Commissioner Doug Smith reported the city of Basehor will open a splash pad.

A motion was made by Commissioner Mike Smith and seconded by Commissioner Kaaz to adjourn.

Motion passed, 5-0.

The Board adjourned at 9:56 a.m.

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, August 19, 2024

Tuesday, August 20, 2024

12:00 p.m. LCPA meeting

Wednesday, August 21, 2024

9:00 a.m. Leavenworth County Commission meeting
• Commission Meeting Room, 300 Walnut, Leavenworth KS

Thursday, August 22, 2024

Friday, August 23, 2024

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

START DATE: 08/01/2024 END DATE: 08/09/2024

warrants by vendor

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warrants by vendor

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warrants by vendor

| | | | | | | | | | | |
|---------------------------------------|----------------------|--|------------|-----------|------------|----------------|--------------------------------|----------------|------------|----------|
| FMWARRPTR2 | | LEAVENWORTH COUNTY | | | | | | | 8/08/24 | 15:51:57 |
| DCOX | | WARRANT REGISTER - BY FUND / VENDOR | | | | | | | Page | 4 |
| | | START DATE: 08/01/2024 END DATE: 08/09/2024 | | | | | | | | |
| TYPES OF CHECKS SELECTED: * ALL TYPES | | | | | | | | | | |
| | | | P.O.NUMBER | CHECK# | | | | | | |
| 248 | SUMMIT FOOD | ELIOR, INC | 343379 | 109919 AP | 08/09/2024 | 4-001-5-07-261 | C741000 INMATE MEALS | 5,880.03 | | |
| 248 | SUMMIT FOOD | ELIOR, INC | 343379 | 109919 AP | 08/09/2024 | 4-001-5-07-261 | C741000 INMATE MEALS | 5,965.00 | | |
| 248 | SUMMIT FOOD | ELIOR, INC | 343379 | 109919 AP | 08/09/2024 | 4-001-5-07-261 | C741000 INMATE MEALS | 5,929.74 | | |
| 248 | SUMMIT FOOD | ELIOR, INC | 343379 | 109919 AP | 08/09/2024 | 4-001-5-07-261 | C741000 INMATE MEALS | 5,954.17 | | |
| *** VENDOR | | | | | | | | 248 TOTAL | 23,728.94 | |
| 22603 | THOMPSON REIMB | TODD THOMPSON | 343382 | 109922 AP | 08/09/2024 | 4-001-5-11-202 | NDAA SUMMIT BOISE IDAHO | 2,097.56 | | |
| 22603 | THOMPSON REIMB | TODD THOMPSON | 343382 | 109922 AP | 08/09/2024 | 4-001-5-11-211 | NDAA SUMMIT BOISE IDAHO | 54.00 | | |
| 22603 | THOMPSON REIMB | TODD THOMPSON | 343382 | 109922 AP | 08/09/2024 | 4-001-5-11-211 | NDAA SUMMIT BOISE IDAHO | 619.49 | | |
| 22603 | THOMPSON REIMB | TODD THOMPSON | 343382 | 109922 AP | 08/09/2024 | 4-001-5-11-211 | NDAA SUMMIT BOISE IDAHO | 505.96 | | |
| 22603 | THOMPSON REIMB | TODD THOMPSON | 343382 | 109922 AP | 08/09/2024 | 4-001-5-11-211 | NDAA SUMMIT BOISE IDAHO | 162.00 | | |
| *** VENDOR | | | | | | | | 22603 TOTAL | 3,439.01 | |
| 4648 | WASTE MANAGEMENT | WASTE MANAGEMENT | 343393 | 235 | 08/09/2024 | 4-001-5-07-208 | LV SHERIFF DUMPSTER | 655.73 | | |
| 2 | WATER DEPT | WATER DEPT | 343388 | 109928 AP | 08/09/2024 | 4-001-5-05-215 | WATER SVC EMS 9101 | 84.50 | | |
| 2 | WATER DEPT | WATER DEPT | 343388 | 109928 AP | 08/09/2024 | 4-001-5-05-215 | WATER SVC EMS ADMIN, HEALTH, W | 48.68 | | |
| *** VENDOR | | | | | | | | 2 TOTAL | 133.18 | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-11-253 | FUEL TO 7.23 | 71.47 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-331 | FUEL TO 7.23 | 7,599.79 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-332 | FUEL TO 7.23 | 12,060.23 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-332 | FUEL TO 7.23 | 724.20 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-333 | FUEL TO 7.23 | 143.56 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-334 | FUEL TO 7.23 | 322.26 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-335 | FUEL TO 7.23 | 57.00 | | |
| 276 | WEX | WEX BANK | 343390 | 232 | 08/09/2024 | 4-001-5-14-336 | FUEL TO 7.23 | 72.08 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-901 | FUEL TO 7.23 (FUEL AND EDGE RE | 185.48- | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-001-5-14-901 | FUEL TO 7.23 (FUEL AND EDGE RE | 105.01- | | |
| *** VENDOR | | | | | | | | 276 TOTAL | 20,760.10 | |
| 2007 | WIRENUTS | WIRENUTS | 343389 | 109929 AP | 08/09/2024 | 4-001-5-07-207 | SVC CALL - CO ATTY FIRE DOOR | 110.00 | | |
| | | | | | | | | TOTAL FUND 001 | 173,674.12 | |
| | | | | | | | | | | |
| 827 | ROBINSON, JEFFREY | JEFFREY ROBINSON | 343376 | 109916 AP | 08/09/2024 | 4-106-5-00-250 | STIPEND FOR JAIL LIAISON -JULY | 647.96 | | |
| | | | | | | | | TOTAL FUND 106 | 647.96 | |
| | | | | | | | | | | |
| 22543 | COMPLETE FAMILY CARE | COMPLETE FAMILY CARE | 343326 | 109865 AP | 08/09/2024 | 4-108-5-00-280 | HEALTH DEPT AUGUST 2024 | 1,200.00 | | |
| 22543 | COMPLETE FAMILY CARE | COMPLETE FAMILY CARE | 343326 | 109865 AP | 08/09/2024 | 4-108-5-00-280 | HEALTH DEPT AUGUST 2024 | 300.00 | | |
| *** VENDOR | | | | | | | | 22543 TOTAL | 1,500.00 | |
| 1629 | KU PHYSICIANS | KANSAS UNIVERSITY PHYSICIANS I | 343352 | 109891 AP | 08/09/2024 | 4-108-5-00-280 | C-10180 PRENATAL CLINICAL SERV | 3,600.00 | | |
| 2 | WATER DEPT | WATER DEPT | 343388 | 109928 AP | 08/09/2024 | 4-108-5-00-219 | WATER SVC EMS ADMIN, HEALTH, W | 36.51 | | |
| 2 | WATER DEPT | WATER DEPT | 343388 | 109928 AP | 08/09/2024 | 4-108-5-00-606 | WATER SVC EMS ADMIN, HEALTH, W | 12.17 | | |
| *** VENDOR | | | | | | | | 2 TOTAL | 48.68 | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-108-5-00-304 | FUEL TO 7.23 | 41.83 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-108-5-00-606 | FUEL TO 7.23 | 7.28 | | |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-108-5-00-606 | FUEL TO 7.23 | 1.42 | | |
| *** VENDOR | | | | | | | | 276 TOTAL | 50.53 | |
| | | | | | | | | TOTAL FUND 108 | 5,199.21 | |
| | | | | | | | | | | |
| 24079 | HEALTH GAUGE | STROKE DETECTION PLUS | 343269 | 109831 AP | 08/05/2024 | 4-112-5-00-210 | DEPOSIT FOR 3 DAYS OF PREV SCR | 2,500.00 | | |
| | | | | | | | | TOTAL FUND 112 | 2,500.00 | |
| | | | | | | | | | | |
| 24545 | CDW GOVERN | CDW GOVERNMENT INC | 343322 | 109861 AP | 08/09/2024 | 4-115-5-00-409 | 3773122 LAPTOPS | 11,784.92 | | |
| 688 | LOGICALIS INC | LOGICALIS | 343357 | 109896 AP | 08/09/2024 | 4-115-5-00-409 | COLEAV01 FORTINAC LICENSING | 12,140.06 | | |
| | | | | | | | | TOTAL FUND 115 | 23,924.98 | |

START DATE: 08/01/2024 END DATE: 08/09/2024

warrants by vendor

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warrants by vendor

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| FMWARRPTR2 | | LEAVENWORTH COUNTY | | | | | | 8/08/24 | 15:51:57 |
| DCOX | | WARRANT REGISTER - BY FUND / VENDOR | | | | | | Page 8 | |
| | | START DATE: 08/01/2024 END DATE: 08/09/2024 | | | | | | | |
| TYPES OF CHECKS SELECTED: * ALL TYPES | | | | | | | | | |
| | | | P.O.NUMBER | CHECK# | | | | | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-06-321 | COA C1&C2 CONSUMABLE SUPPLIES | 75.17 | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-06-321 | COA C1&C2 CONSUMABLE SUPPLIES | 73.61 | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-07-302 | COA C1&C2 CONSUMABLE SUPPLIES | 6.50 | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-07-302 | COA C1&C2 CONSUMABLE SUPPLIES | 6.36 | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-07-321 | COA C1&C2 CONSUMABLE SUPPLIES | 33.40 | |
| 4755 | LEAV PAPER | LEAVENWORTH PAPER AND OFFICE S | 343355 | 109894 AP | 08/09/2024 | 4-145-5-07-321 | COA C1&C2 CONSUMABLE SUPPLIES | 32.72 | |
| *** VENDOR 4755 TOTAL | | | | | | | | | 1,214.36 |
| 2059 | MIDWEST OFFICE TECH | MIDWEST OFFICE TECHNOLOGY INC | 343361 | 109900 AP | 08/09/2024 | 4-145-5-00-208 | OPK596_K CO ON AGING COPIES 68 | 19.38 | |
| 2059 | MIDWEST OFFICE TECH | MIDWEST OFFICE TECHNOLOGY INC | 343361 | 109900 AP | 08/09/2024 | 4-145-5-00-208 | OPK596_K CO ON AGING COPIES 68 | 661.00 | |
| *** VENDOR 2059 TOTAL | | | | | | | | | 680.38 |
| 2666 | MISC REIMBURSEMENTS | JESSICA PONTBRIANT | 343364 | 109903 AP | 08/09/2024 | 4-145-5-00-205 | MILEAGE - TONGANOXIE FAIRGROUN | 26.80 | |
| 2666 | MISC REIMBURSEMENTS | JESSICA PONTBRIANT | 343364 | 109903 AP | 08/09/2024 | 4-145-5-00-205 | MILEAGE - TONGANOXIE FAIRGROUN | 26.80 | |
| 2666 | MISC REIMBURSEMENTS | JESSICA PONTBRIANT | 343364 | 109903 AP | 08/09/2024 | 4-145-5-00-205 | MILEAGE - TONGANOXIE FAIRGROUN | 26.80 | |
| 2666 | MISC REIMBURSEMENTS | CONNIE HARMON | 343362 | 109901 AP | 08/09/2024 | 4-145-5-00-209 | REIM LV COUNTY FAIR BOOTH RENT | 300.00 | |
| *** VENDOR 2666 TOTAL | | | | | | | | | 380.40 |
| 770 | POLL | BASEHOR UNITED METHODIST CHURC | 343296 | 109836 AP | 08/08/2024 | 4-145-5-00-246 | UTILITY STIPEND - SENIOR MEALS | 136.00 | |
| 770 | POLL | BASEHOR UNITED METHODIST CHURC | 343296 | 109836 AP | 08/08/2024 | 4-145-5-05-202 | UTILITY STIPEND - SENIOR MEALS | 56.00 | |
| 770 | POLL | BASEHOR UNITED METHODIST CHURC | 343296 | 109836 AP | 08/08/2024 | 4-145-5-07-202 | UTILITY STIPEND - SENIOR MEALS | 8.00 | |
| *** VENDOR 770 TOTAL | | | | | | | | | 200.00 |
| 865 | POLL | WEST HAVEN BAPTIST CHURCH | 343298 | 109838 AP | 08/08/2024 | 4-145-5-00-246 | AUGUST UTILITY STIPEND - SENIO | 136.00 | |
| 865 | POLL | WEST HAVEN BAPTIST CHURCH | 343298 | 109838 AP | 08/08/2024 | 4-145-5-05-202 | AUGUST UTILITY STIPEND - SENIO | 56.00 | |
| 865 | POLL | WEST HAVEN BAPTIST CHURCH | 343298 | 109838 AP | 08/08/2024 | 4-145-5-07-202 | AUGUST UTILITY STIPEND - SENIO | 8.00 | |
| *** VENDOR 865 TOTAL | | | | | | | | | 200.00 |
| 276 | WEX | WEX BANK | 343270 | 229 | 08/05/2024 | 4-145-5-00-304 | FUEL TO 7.23 | 4,904.90 | |
| TOTAL FUND 145 | | | | | | | | | 44,919.54 |
| ----- | | | | | | | | | |
| 434 | HAMM QUARR | HAMM QUARRIES | 343343 | 109882 AP | 08/09/2024 | 4-160-5-00-204 | 100640 JULY LANDFILL CHARGES | 93,147.42 | |
| 434 | HAMM QUARR | HAMM QUARRIES | 343343 | 109882 AP | 08/09/2024 | 4-160-5-00-204 | 100640 JULY LANDFILL CHARGES | 11,303.78 | |
| 434 | HAMM QUARR | HAMM QUARRIES | 343343 | 109882 AP | 08/09/2024 | 4-160-5-00-204 | 100640 JULY LANDFILL CHARGES | 186.49 | |
| 434 | HAMM QUARR | HAMM QUARRIES | 343343 | 109882 AP | 08/09/2024 | 4-160-5-00-204 | 100640 JULY LANDFILL CHARGES | 94.16 | |
| *** VENDOR 434 TOTAL | | | | | | | | | 104,731.85 |
| 17209 | REDDI SERV | REDDI SERVICES | 343371 | 109911 AP | 08/09/2024 | 4-160-5-00-263 | JULY SEPTIC SVC SOLID WASTE | 350.00 | |
| 10703 | TIRE TOWN | TIRE TOWN | 343383 | 109923 AP | 08/09/2024 | 4-160-5-00-207 | TRANSFER STATION - SCRAP TIRE | 500.00 | |
| 276 | WEX | WEX BANK | 343390 | 232 | 08/09/2024 | 4-160-5-00-304 | FUEL TO 7.23 | 71.51 | |
| TOTAL FUND 160 | | | | | | | | | 105,653.36 |
| ----- | | | | | | | | | |
| 869 | BROMLEY, GERALD | GERALD BROMLEY JR | 343276 | 1758 AP | 08/06/2024 | 4-171-5-01-301 | 8-3 HRRR TONG 187 TRACT 3 | 117.87 | |
| 869 | BROMLEY, GERALD | GERALD BROMLEY JR | 343276 | 1758 AP | 08/06/2024 | 4-171-5-01-301 | 8-3 HRRR TONG 187 TRACT 3 | 1,096.48 | |
| *** VENDOR 869 TOTAL | | | | | | | | | 1,214.35 |
| 18704 | DRENNAN DAVID | DAVID DRENNAN | 343277 | 1759 AP | 08/06/2024 | 4-171-5-01-301 | 8-1 HRRR TONGIE 187 TRACT 5 | 2,494.68 | |
| 18704 | DRENNAN DAVID | DAVID DRENNAN | 343277 | 1759 AP | 08/06/2024 | 4-171-5-01-301 | 8-1 HRRR TONGIE 187 TRACT 5 | 2,577.21 | |
| *** VENDOR 18704 TOTAL | | | | | | | | | 5,071.89 |
| 18703 | PATTERSON,ALLISON | ALLISON C PATTERSON & | 343278 | 1760 AP | 08/06/2024 | 4-171-5-01-301 | 8-2 HRRR TONG 187 TRACT 6 | 500.42 | |
| TOTAL FUND 171 | | | | | | | | | 6,786.66 |
| ----- | | | | | | | | | |
| 3026 | ASP ENTERPRISES | A.S.P. ENTERPRISES, INC | 343275 | 10264 AP | 08/05/2024 | 4-172-5-00-301 | ARPA247 3.1A CULVERTS STRAW B | 1,860.00 | |
| TOTAL FUND 172 | | | | | | | | | 1,860.00 |
| ----- | | | | | | | | | |
| 1737 | AT&T-CAROL STREAM IL | AT&T | 343315 | 109854 AP | 08/09/2024 | 4-174-5-00-210 | KDOT SITE - BONNER - COMMS | 366.30 | |
| 1737 | AT&T-CAROL STREAM IL | AT&T | 343315 | 109854 AP | 08/09/2024 | 4-174-5-00-210 | KDOT SITE - BONNER - COMMS | 437.76 | |
| *** VENDOR 1737 TOTAL | | | | | | | | | 804.06 |
| 8686 | EVERGY SIRENS | EVERGY KANSAS CENTRAL INC | 343271 | 230 | 08/05/2024 | 4-174-5-00-210 | ELEC SVC 3 TOWERS | 626.03 | |

warrants by vendor

START DATE: 08/01/2024 END DATE: 08/09/2024

warrants by vendor

TYPES OF CHECKS SELECTED: * ALL TYPES

P.O.NUMBER CHECK#

| | | |
|------------------|------------|--------------|
| *** VENDOR | 1485 TOTAL | 4,661.38 |
| TOTAL FUND 510 | | 388,970.30 |
| ----- | | |
| TOTAL ALL CHECKS | | 1,076,919.99 |

FUND SUMMARY

| | | |
|-----------------|-----------------------------------|--------------|
| 001 | GENERAL | 173,674.12 |
| 106 | OPIOID SETTLEMENT | 647.96 |
| 108 | COUNTY HEALTH | 5,199.21 |
| 112 | EMPLOYEE BENEFIT | 2,500.00 |
| 115 | EQUIPMENT RESERVE | 23,924.98 |
| 126 | COMM CORR ADULT | 260.78 |
| 127 | COMM CORR ADULT NON GRANT | 1,278.00 |
| 133 | ROAD & BRIDGE | 265,692.14 |
| 135 | COMM CORR OPIOID | 8,773.24 |
| 136 | COMM CORR JUVENILE | 112.58 |
| 137 | LOCAL SERVICE ROAD & BRIDGE | 3,366.60 |
| 138 | JUV INTAKE & ASSESSMENT | 46.39 |
| 145 | COUNCIL ON AGING | 44,919.54 |
| 160 | SOLID WASTE MANAGEMENT | 105,653.36 |
| 171 | S TAX CAP RD PROJ: BONDS | 6,786.66 |
| 172 | AMERICAN RECOVERY PLAN | 1,860.00 |
| 174 | 911 | 2,228.63 |
| 176 | VETERANS TREATMENT COURT (16.753) | 3,692.48 |
| 180 | ALEX TWP TRAFFIC IMPACT | 3,922.02 |
| 182 | EASTON TWP TRAFFIC IMPACT | 1,500.00 |
| 195 | JUVENILE DETENTION | 21,750.00 |
| 196 | DRUG TEST & SUPERVISION FEES | 130.41 |
| 215 | CAPITAL IMPROVEMENTS | 6,477.01 |
| 416 | FEDERAL BUYOUT 93-DR-416HM | 3,453.58 |
| 503 | ROAD & BRIDGE BOND ESCROW | 100.00 |
| 510 | PAYROLL CLEARING | 388,970.30 |
| TOTAL ALL FUNDS | | 1,076,919.99 |

Consent Agenda 8-14-2024

Checks 8/1 - 8/9

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The governing body of

Leavenworth County

will meet on August 28, 2024 at 9:00 AM at Leavenworth County Commission Room, 300 Walnut for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate.

Detailed budget information is available at Leavenworth County Commission Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND | Prior Year Actual for 2023 | | Current Year Estimate for 2024 | | Proposed Budget Year for 2025 | | |
|--------------------------------|----------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|------------------------------|
| | Expenditures | Actual Tax Rate* | Expenditures | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2024 Ad Valorem Tax | Proposed Estimated Tax Rate* |
| General | 33,683,154 | 21.579 | 35,431,178 | 21.488 | 38,018,053 | 24,592,005 | 22.156 |
| Debt Service | 1,987,758 | | 1,993,618 | | 2,001,440 | | |
| Road & Bridge | 11,661,742 | 9.761 | 13,457,815 | 9.820 | 14,588,001 | 12,000,000 | 10.811 |
| Health | 1,399,746 | 0.582 | 1,554,304 | 0.491 | 1,583,346 | 493,604 | 0.445 |
| Employee Benefits | 9,439,234 | 0.555 | 9,537,000 | 0.555 | 11,855,765 | 1,395,276 | 1.257 |
| Economic Development | 314,000 | 0.309 | 374,678 | 0.307 | 85,658 | 51,971 | 0.047 |
| Council on Aging | 3,314,110 | 2.780 | 3,648,204 | 2.780 | 4,358,338 | 3,085,630 | 2.780 |
| Juvenile Detention | 360,114 | 0.358 | 436,396 | 0.338 | 430,231 | 313,598 | 0.283 |
| Solid Waste | 2,068,342 | | 2,354,472 | | 2,413,205 | | |
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| ROD Tech | 276,266 | | 136,436 | | 169,211 | | |
| Clerk Tech | 36,582 | | 33,000 | | 31,000 | | |
| Treasurer Tech | 29,892 | | 30,000 | | 20,000 | | |
| Special Alcohol | 46,000 | | 50,000 | | 50,000 | | |
| Special Parks & Rec | | | 30,000 | | 45,000 | | |
| 911 Taxes | 658,766 | | 541,000 | | 747,600 | | |
| 20 Year Sales Tax (171) | 2,931,512 | | 7,312,300 | | 8,432,991 | | |
| Opioid Settlement | 10,166 | | 103,154 | | 148,154 | | |
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| Non-Budgeted Funds-A | 5,688,364 | | | | | | |
| Non-Budgeted Funds-B | 1,225,737 | | | | | | |
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| | | | | | | | |
| Totals | 75,131,485 | 35.924 | 77,023,555 | 35.779 | 84,977,993 | 41,932,083 | 37.779 |
| <i>Revenue Neutral Rate **</i> | | | | | | | <i>34.350</i> |
| Less: Transfers | 14,816,831 | | 15,430,478 | | 16,155,599 | | |
| Net Expenditure | 60,314,654 | | 61,593,077 | | 68,822,394 | | |
| Total Tax Levied | 33,681,972 | | 38,128,159 | | xxxxxxxxxxxxxxxxxxx | | |
| Assessed Valuation | 937,507,149 | | 0 | | 1,109,933,113 | | |

Outstanding Indebtedness,

January 1,

G.O. Bonds

Revenue Bonds

Other

Lease Pur. Princ.

Total

2022

26.795.000

0

0

214

| |
|------------|
| 333,214 |
| 27.128.214 |

2023

2023

25,260,000

0

$$\frac{0}{0}$$

586

25.433.586

2024

2024
23,885,000

0

0

23.885.000

*Tax rates are expressed in mills

****Revenue Neutral Rate as defined by KSA 79-2988**

Leavenworth County

Leavenworth County

Leavenworth County Special- Other Funds

Detailed budget information is available at Leavenworth County Commission Office and will be available at this hearing.

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget.

| FUND | Prior Year Actual for 2023 | | Current Year Estimate for 2024 | | Proposed Budget Year for 2025 | | |
|-------------------------|----------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|------------------------------|
| | Expenditures | Actual Tax Rate* | Expenditures | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2024 Ad Valorem Tax | Proposed Estimated Tax Rate* |
| General | | | | | | | |
| Debt Service | | | | | | | |
| Road & Bridge | | | | | | | |
| Local Service Rd & Br | 4,097,315 | 8.854 | 4,881,300 | 9.003 | 5,099,054 | 4,022,169 | 9.003 |
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| Sewer 1 | 35,767 | | 54,331 | | 54,331 | | |
| Sewer 2 | 32,031 | | 79,084 | | 79,084 | | |
| Sewer 3 | 103,212 | | 103,712 | | 103,712 | | |
| Sewer 5 | 14,381 | | 19,474 | | 19,474 | | |
| Sewer 6 | | | | | | | |
| Sewer 7 | 63,918 | | 63,920 | | 63,920 | | |
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| Non-Budgeted Funds-A | 431,391 | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Totals | 4,778,015 | 8.854 | 5,201,821 | 9.003 | 5,419,575 | 4,022,169 | 9.003 |
| Revenue Neutral Rate ** | | | | | | | 8.724 |
| Less: Transfers | 1,333,072 | | 1,618,064 | | 1,672,551 | | |
| Net Expenditure | 3,444,943 | | 3,583,757 | | 3,747,024 | | |
| Total Tax Levied | 3,351,358 | | 3,897,586 | | xxxxxxx | | |
| Assessed Valuation | 378,486,308 | | 432,900,067 | | 446,757,571 | | |

| | 2022 | 2023 | 2024 |
|-------------------|---------|---------|---------|
| January 1, | | | |
| G.O. Bonds | 0 | 0 | 0 |
| Revenue Bonds | 711,552 | 632,702 | 551,730 |
| Other | 0 | 0 | 0 |
| Lease Pur. Princ. | 0 | 0 | 0 |
| Total | 711,552 | 632,702 | 551,730 |

****Revenue Neutral Rate as defined by KSA 79-2988**

Page No.

Leavenworth County Request for Board Action

Date: August 14th, 2024

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

Budget Review ☐ Administrator Review ☐ Legal Review ☐

Action Requested: Approve FY24 Adult Comprehensive Plan Budget Amendment and FY24 Juvenile Crime Community Prevention Budget Amendment.

Recommendation: Approve Budget Amendments for FY24 Adult Comp Plan and FY24 Juvenile Crime Community Prevention Grants.

Analysis: Our FY24 grants are all being closed out and we are required to obtain approval from advisory boards and BOCC signatures when we make any budget amendments over the amount of \$5,000. We were under budget in both grants however, we needed to shift funding around to cover unexpected expenses.

Alternatives: N/A

Budgetary Impact:

- ☒ Not Applicable
- ☐ Budgeted item with available funds
- ☐ Non-Budgeted item with available funds through prioritization
- ☐ Non-Budgeted item with additional funds requested

Total Amount Requested: N/A

Additional Attachments: Q4 FY24 Adult Comp Plan Budget Amendment Report and Q4 FY24 Juvenile Crime Community Prevention Budget Amendment Report.



Quarterly Grant Budget Amendment Report and Signatory Approval

Agency: 01JD-LV ☒

Fiscal Year: FY24

Reporting Period: Quarter 4 ☒

Grant Type: Adult Comprehensive Plan ☒

Total Amendment: \$ 23,085.36

| FROM | | | TO | | |
|--------------------|------------------------|--------------|-------------------|------------------------|--------------|
| Category | Line Item/Purpose Area | Amount | Category | Line Item/Purpose Area | Amount |
| Agency Operations | Rent | \$ 1,872.00 | Supplies | Drug Testing | \$ 1,872.00 |
| Agency Operations | Security | \$ 130.00 | Agency Operations | Culligan | \$ 130.00 |
| Agency Operations | Security | \$ 75.00 | Agency Operations | Insurance | \$ 75.00 |
| Client Services | Education Services | \$ 107.00 | Client Services | Client Incentives | \$ 107.00 |
| Client Services | Electronic Monitoring | \$ 1,500.00 | Client Services | SUD Treatment Groups | \$ 1,500.00 |
| Client Services | Transportation | \$ 796.00 | Client Services | SUD Treatment Groups | \$ 796.00 |
| Communications | Cell Phone | \$ 1,200.00 | Supplies | Drug Testing | \$ 1,200.00 |
| Salary & Benfits | Non Admin Salary | \$ 15,175.83 | Salary & Benfits | Admin Benfits | \$ 15,175.83 |
| Salary & eBenefits | Non Admin Salary | \$ 2,017.53 | Salary & Benefits | Admin Salary | \$ 2,017.53 |
| Training | Meals | \$ 212.00 | Training | Registration | \$ 212.00 |

Justification:

Agency Director

My signature below certifies that I have reviewed and approved the budget amendment listed above.

Jamie VanHouten

Printed Name

[Signature]

Signature

7/23/24

Date

Advisory/Governing Board Chair

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Corrections Advisory Board.

James W. Sherley

Printed Name

[Signature]

Signature

07/23/2024

Date

Board of County Commission Chair (Host/Administrative County)

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Board of County Commission.

Printed Name

Signature

Date



Quarterly Grant Budget Amendment Report and Signatory Approval

Agency: 01JD-LV ☐

Fiscal Year: FY24

Reporting Period: Quarter 4 ☐

Grant Type: Juvenile Crime Community Prevention ☐

Total Amendment: \$ 6,850.00

| FROM | | | TO | | |
|-----------------|------------------------|-------------|-----------------|---------------------------|-------------|
| Category | Line Item/Purpose Area | Amount | Category | Line Item/Purpose Area | Amount |
| Client Services | Prevention Vouchers | \$ 6,200.00 | Client Services | Client Incentives | \$ 6,200.00 |
| Travel | Gas for Transportation | \$ 650.00 | Training | NCTI Facilitator Training | \$ 650.00 |

Justification: The need to support youth completion of programs and educational requirements, client incentives were purchased to show appreciation and support of youth completing required tasks.
Due to staff training not budgeted for additional staff to need training, the need to amend amount from travel was implemented as the use of gasoline was not needed in that amount.

Agency Director

My signature below certifies that I have reviewed and approved the budget amendment listed above.

Jamie VanHouten

Printed Name

[Signature]

Signature

7/11/24

Date

Advisory/Governing Board Chair

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Corrections Advisory Board.

Donna Smith

Printed Name

[Signature]

Signature

7-11-24

Date

Board of County Commission Chair (Host/Administrative County)

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Board of County Commission.

Printed Name

Signature

Date

Leavenworth County Request for Board Action

Date: August 14th, 2024

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

Budget Review ☐ **Administrator Review** ☐ **Legal Review** ☐

Action Requested: Approve FY24 Community Corrections Year-End Outcome Reports for FY24 Adult Comp Plan and FY24 Juvenile Comp Plan.

Recommendation: Approve FY24 Community Corrections Year-End Outcome Reports.

Analysis: At the close of each year, EOY outcome reports are due October 1st. The data provided in the attached KDOC year-end outcome report/spreadsheets was previously shared with the BOCC on July 10th quarterly report in an easier to read narrative format.

Alternatives: N/A

Budgetary Impact:

- ☒ Not Applicable
- ☐ Budgeted item with available funds
- ☐ Non-Budgeted item with available funds through prioritization
- ☐ Non-Budgeted item with additional funds requested

Total Amount Requested: N/A

Additional Attachments: FY24 Juvenile Community Corrections Year-End Outcome Report and FY24 Adult Community Corrections Year-End Outcome Report

Q4 Operational Overview:

- Active Adult Probation Clients | 151
- Inactive/Warrant Clients | 68
- Youth Probation Clients | 25
- JIAS Youth Served | 44
- YJRC Prevention Services | 37 in Q3, 112 YTD
 - Day Reporting, Truancy, Anger Management, Vaping/Drugs/Alcohol, Parenting Programs
- The competitive Juvenile Crime Prevention Grant was not renewed for FY25, a loss of \$219,000 to Community Corrections and for prevention services for youth and families in the Judicial District.
- 17 adult cases closed in Q4 | 108 closed YTD
 - 2 successful closures
 - 4 returned to originating counties (1 for concurrent supervision, 3 violators)
 - 2 unsuccessfully closed by court (1 per global plea deal, 1 reached maximum benefits)
 - 7 revoked and sent to KDOC (4 for new felony crimes, 1 for a new misdemeanor, 2 for violating conditions and going AWOL)
 - 2 deceased, causes unknown by staff
- 3 juvenile cases closed in Q3 | 21 closed YTD
 - 2 successful
 - 1 unsuccessful

Q4 Administration:

- Currently working on KFAF grant (3rd RFP) for FY25 and new KDOC Rolling Hills grant for youth in Crisis for FY25-FY26
- Completed BJA grant application in May (fifth grant of the year, only four more to go!)
- Managing three KDOC grants, KFAF grant, MFAF funds, and county budget (7 funding sources)
- Completed 40 hours of new hire training in June
- Current Staff | 14
- Open Positions | 0
- YTD New Hires | 3
- YTD Terminations | 1
 - YTD turnover 7%

Q4 Admin Projects:

- Completed KDOC Quality Assurance Agency Audit in June, feedback/results on July 9th
- Planning for Community Resource Fair July 17th-18th at Anthony Elementary
- Coordination for Sequential Intercept Mapping workshop July 25th-26th
- Working on Stepping Up Initiative with LV- Mental Health Advisory Council
- Began working on collecting data and preparation to apply for two other new additional grants (4th KFAF RFP to open in August and the KS governor's grant for fall)

FY24 Comprehensive Plan Feedback

Agency: 1st JD, Leavenworth County Community Corrections

Goals & Objectives

Action Required: Yes – Please review feedback, make corrections, and then resubmit to me via email.

Goal #1:

Objective #2, I would encourage there to be additional action steps for reviewing the data complied throughout the year. It's one thing to track data, but having scheduled meetings at the close of each quarter to review the data and discuss what it shows is equally important.

Goal #2:

I appreciate your eagerness to focus on all 8 evidence-based principles in a given fiscal year, however, I have some concerns that attempting to address all 8 in a FY may overwhelm the agency and cause objectives to stall out. Instead, I would look at prioritizing a handful of the 8 evidence-based principles for this FY. Ensure the agency has a good understanding of them, implement them, and really do them well before proceeding onto the next. I worry that if an agency attempts to tackle all of them in a FY staff may get burnt out and the quality of work and implementation may be less than ideal. In short, I suggest focusing on quality over quantity.

After reviewing the agency's goals/objectives/action steps for FY 24, below is a handful of the tasks identified that would be placed on officers and administration. I share this to ask, is this feasible to accomplish for staff and the agency in the FY?

- Initial training on the 8 evidence-based principles (this in and of itself is a large undertaking)
- Continued focus and refreshers on the 8 evidence-based principles
- Quarterly IRR exercises
- MI training
- Trauma-informed training
- Bi-monthly file and observations audits
- Create referral process
- Quarterly QA of program provider
- Cross train staff as co-facilitators
- Staff serve as co-facilitators
- Training on incentives
- Training on prosocial relationships
- Inquire with peers to learn new processes/practices for measuring feedback
- Agency Program Review

From reviewing the initially submitted objectives and action steps, below is my feedback:

Objective #1, how will the agency ensure staff are identifying the highest risk/needs? What does this look like?

Objective #2, there are several Carey Guides that officers could use to help in this area.

Objective #3, what is the plan for this objective if the agency does not receive behavioral health funding from the state for this position? This is a reminder to focus on goals and objectives that are within your control. A potential backup plan could be other funding sources such as the county for this position should the agency not receiving state funding for it.

If this position is created, action steps will be needed for training staff on the referral process for programming.

Objective #5, how will this be tracked and monitored to ensure it is being followed?

Objective #6, how will this be tracked and monitored to ensure it is being followed?

Overall Comments

Agency Profile Section- The agency's Corrections Advisory Board (CAB) fails to meet a minimum of 12 members.

**Community Corrections Comprehensive Plan
Fiscal Year 2024 Quarterly and Year-End Outcome Report Format**

The Community Corrections Comprehensive Plan Quarterly and Year-End Outcome Reports provide updates on the progress of each agency toward their stated goals and objectives for the fiscal year. In the Comprehensive Plan Grant Application, each funded agency agreed to provide complete and accurate data to the Kansas Department of Corrections (KDOC) regarding their initiatives. On a quarterly basis, awardees are required to submit a document describing the progress of the local initiatives.

The Community Corrections Comprehensive Plan Quarterly and Year-End Outcome Reports represent updates on the progress of each agency toward stated goals and objectives. These reports will provide agency directors, local stakeholders, and KDOC with information that can help improve efficiency, improve services, assist in effectively allocating resources, and assist in strengthening agency risk reduction practices.

Components of the Quarterly and Year-End Outcome Reports

- The quarterly and year-end outcome reports should include those goals and objectives that either address the planning and implementation of agency initiatives (e.g., policy development, staff training, securing space, developing partnerships/MOUs, etc.) and/or goals and objectives that allow the evaluation of the impact of the initiative (e.g., revocation rate, risk assessments, intervention specific data, etc.).
- Discuss progress toward meeting each objective by providing data to indicate the degree to which the objective/action steps are being met.
- Discuss any challenges that have been encountered in working toward meeting the stated objectives/action steps.
- Discuss any modifications that the agency will be making as a result of the information presented on progress toward meeting objectives/action steps.

Due Dates for the Quarterly and Year-End Outcome Reports

| Report Period | Due On Or Before | Signatory Approval Requirement |
|--|------------------|--------------------------------|
| 1 st Quarter: July 1, 2023 – September 30, 2023 | October 30, 2023 | No |
| 2 nd Quarter: October 1, 2023 – December 31, 2023 | January 30, 2024 | No |
| 3 rd Quarter: January 1, 2024 – March 31, 2024 | April 30, 2024 | No |
| 4 th Quarter: April 1, 2024 – June 30, 2024 | October 1, 2024 | Yes |

*The Year-End report covers the entire fiscal year, July 1, 2023 - June 30, 2024.

Signatory Approval

Signatory approval is not required for the 1st, 2nd, or 3rd Quarterly Outcome Report; however, the information documented in these reports should be shared with the local Advisory Board. The Year-End Outcome Report does require full signatory approval; please utilize the signatory approval page on the last tab of this document.

Report Submission

The Community Corrections Comprehensive Plan Quarterly and Year-End Outcome Reports are due on the dates outlined above via the grant management program, Amplifund.

FY24 Community Corrections Year-End Outcome Report Signatory Approval Form

Judicial District: 1st JD- Leavenworth County Community Corrections

Agency Director: Jamie VanHouten

Report Period: July 1, 2023 - June 30, 2024

My signature certifies that I did author this report, and assist in the compilation and analysis of the data cited therein.

Signature

Date

My signature certifies that the Community Corrections Advisory Board/Governing Board reviewed the Year-End Report of Outcomes for Fiscal Year 2024 and agreed with the findings and discussion therein.

Advisory/Governing Board Chairperson

Date

Address:

Phone:

Fax:

E-mail:

My signature certifies that the Board of County Commissioners reviewed the Year-End Report of Outcomes for Fiscal Year 2024 and agreed with the findings and discussion therein.

Board of County Commissioners Chairperson (Host County only)

Date

Address:

Phone:

Fax:

E-mail:

Leavenworth County Request for Board Action

Date: August 14th, 2024

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

Budget Review ☐ **Administrator Review** ☐ **Legal Review** ☐

Action Requested: Approve application for FY25 Community Programs Juvenile Justice Involved Youth Programs Grant.

Recommendation: Approve applications for KDOC Non-Matching Grant Funding.

Analysis: As the board is aware, Community Corrections did not receive the competitive Juvenile Crime Prevention Grant for FY25 and was provided with a second chance to apply for a new funding opportunity. This funding would provide us the opportunity to sustain our Youth Justice Resource Center programs and because the grant is for two years, up to \$500,000, it will allow us to expand our resources to include funding so youth experiencing behavioral health crisis and their family members can receive free clinical services in a timely manner.

Alternatives: N/A

Budgetary Impact:

- ☒ Not Applicable
- ☐ Budgeted item with available funds
- ☐ Non-Budgeted item with available funds through prioritization
- ☐ Non-Budgeted item with additional funds requested

Total Amount Requested: N/A

Additional Attachments: Completed Application and Signatory Form.



Youth Justice Resource Center

Prepared by Leavenworth County Community Corrections
for Kansas Department of Corrections Community Programs Juvenile Justice Involved Youth Programs

Primary Contact: Jamie VanHouten

Opportunity Details

Opportunity Information

Title

Community Programs Juvenile Justice Involved Youth Programs

Description

Overview:

The Kansas Department of Corrections is pleased to announce that it is seeking applications for funding to provide Evidence-Based and Promising Practices Programs for Juvenile Justice Involved Youth beginning Fiscal Year 2025. Funds for this grant were made available in K.S.A. 75-52, 164 during the 2023 Kansas Legislative Session. Funding obtained will serve to support communities to provide services to Kansas youth that are:

- Juvenile offenders and their families
- Juveniles experiencing behavioral health crisis and their families, and
- Children who have been administered a risk and needs assessment and have been identified as needing services pursuant to K.S.A. 38-2292. (Applies only if youth has been identified as a Child in Need of Care CINC).

Counties and areas of the state that demonstrate low availability of evidence-based community programs for juveniles will be given priority.

Awarding Agency Name

Department of Corrections

Agency Contact Name

Sandra Booker

Agency Contact Phone

(785) 746-7510

Agency Contact Email

sandra.booker1@ks.gov

Fund Activity Categories

Category Explanation

Evidence-Based Programs or Practices

All expenditures of the grant shall be for the development and implementation of Evidence-Based and Promising Practices Programs for Juvenile Justice Involved Youth (as described above in Populations to be Served). This would involve programs and services that have demonstrated effectiveness through scientific research and evaluation. Promising practice applications will be considered if it is clear that the project will be tied to a researcher and specific data points are identified.

Departments

Juvenile Grants, Evidence Based Programs Fund Grant

Subjects

Opportunity Manager

Tara Newell

Opportunity Posted Date

5/14/2024

Opportunity Archive Date

Announcement Type

Initial Announcement



Funding Opportunity Number
FY25-CPJJ

Agency Opportunity Number

Assistance Listings Number

Public Link
<https://www.gotomygrants.com/Public/Opportunities/Details/2cffc730-4239-47fb-9ae1-cd7aa38ab3ab>

Is Published
Yes

Funding Information

Total Program Funding
\$15,000,000.00

Funding Sources
State

Funding Source Description

Funds for this opportunity need to target at least one of the specific priority areas listed below.:

- 1.) Juvenile Offender – "Juvenile offender" means a person who commits an offense while 10 or more years of age but less than 18 years of age which if committed by an adult would constitute the commission of a felony or misdemeanor as defined by K.S.A. 2019 Supp. 21-5102, and amendments thereto, or who violates the provisions of K.S.A. 41-727, K.S.A. 74-8810(j) or K.S.A. 2019 Supp. 21-6301(a)(14), and amendments thereto
- 2.) Behavioral Health Crisis – Services are provided to youth and/or families that are experiencing a behavioral health crisis. This is defined as:
 - Behavioral and conduct issues that impact the safety or health of a child, members of the child's household or family or members of the community, including, but not limited to, non-life-threatening mental health and substance abuse concerns.
 - A definition, identical except for the use of the term of "juvenile" rather than "child," is also added to the Juvenile Code and to a statute regarding juvenile crisis intervention centers.
- 3.) Children Exhibiting Juvenile Offender Behavior – Children who have been identified as exhibiting juvenile offender behavior related to physical violence, aggression, damage to property or use of life-threatening drugs during the course of a child in need of care proceeding.

Funds for this opportunity are appropriated by the Kansas State Legislature and distributed by the Kansas Department of Corrections.

Modifications of Funds

The KDOC reserves the right to make changes to the application budget at the time of the grant award and will communicate any changes to the applicant.
KDOC may negotiate all or part of any proposed budget after execution of the grant award agreement due to funding provisions to program requirements.

Funding Restrictions

These funds may not be co-mingled with funds from another state or federal agencies or local funds. Refer to the KDOC Financial Rules, Guidelines and Reporting Instructions for other funding restrictions.

Award Information

Award Range
\$500,000.00 Ceiling

Award Period



Starts 05/06/2024

Award Announcement Date
5/6/2024

Award Type
Non Competitive

Capital Grant
No

Expected Number of Awards

Indirect Costs Allowed
No

Matching Requirement
No

Submission Information

Submission Window
Opens 05/14/2024 6:00 AM

Submission Timeline Type
Rolling

Submission Timeline Additional Information
Applications will be received throughout the year with award decisions made, within two months of the application being received.

Allow Multiple Applications
Yes

Application Review Start Date / Pre-Qualification Deadline

Other Submission Requirements

Disqualification Factors

The KDOC may not consider funding any applicant that fails to comply with all application requirements, including the following:

- Failure to submit complete application, including signatory approval pages and budget in Excel format.
- Failure of application to comply with the Use of Funds described herein

Question Submission Information

Question Submission Open Date
05/15/2024 8:00 AM

Question Submission Close Date

Question Submission Email Address
sandra.booker1@ks.gov

Question Submission Additional Information
AmpliFund Questions: Please contact an AmpliFund representative.

Completed applications or questions regarding this funding opportunity should be directed to:

When sending questions: please include: Contact information, Judicial district and detailed question.



Sandra Booker | Program Consultant II
Kansas Department of Corrections
714 SW Jackson St, Suite 300 | Topeka, KS 66603
Office: 785-746-7510 | Mobile: 785-506-9373 | Sandra.Booker1@ks.gov

Attachments

Technical Assistance Session

Technical Assistance Session

Yes

Session Date and Time

06/14/2024 3:00 PM

Conference Info / Registration Link

Eligibility Information

Eligibility Type

Public

Eligible Applicants

- County Governments
- Others

Additional Eligibility Information

Funds are not solely restricted to governmental agencies or community corrections agencies. Any agency or organization may apply for funds, if the request meets the criteria established in this document. Child welfare case management providers are not eligible for funds from this grant, per K.S.A. 75-52,164.

Community-based Agencies or Service Providers will require approval and signatures of the agencies Chief Administrator (i.e., CEO, COO etc.). (See attachment C – Signatory approval)

Judicial Districts or Community-based Agencies can contract with (other) Community-based Agencies for operation of a program. If a governmental agency is involved in the contracting of services, then the application will require approval and signatures of Administrative County Officials. If two or more Community-based Agencies are involved in a contract that does not include a governmental agency in the contract, then the Chief Administrator of the lead Community-based Agency shall provide the approval and signatures.

Additional Information

Additional Information URL

<https://www.doc.ks.gov/publications/juvenile/financial-rules>

Additional Information URL Description

Grantees shall utilize the fiscal workbook provided by KDOC for financial reporting. The fiscal workbook will be distributed at the same time as the award letters. All funding is subject to KDOC's Financial Rules, Guidelines and Reporting Instructions. If you are unable to click on the link, copy and paste into the URL on another tab.

Award Administration Information

State Award Notices

The funds for the received grant, will be funded annually from the date of the approved grant application, for a period of two years.

- ☐ Governmental Agencies will be awarded funding through the Administrative County and contingent on the initial

recommendation by the Juvenile Corrections Advisory Board and approval by the Board of County Commissioners.

☐ Local community-based programs will be awarded funding through the agency with the Chief Administrator representing the (lead) Community-based Agency or Service Provider identified in the application.

The Kansas Department of Corrections will authorize final approval of all programs.

Administrative and National Policy Requirements

Reporting

KDOC will develop and distribute a quarterly program progress report. Grantees will be required to complete and submit a quarterly program progress report and signature page in conjunction with the financial reporting timelines. The progress reports will track required KDOC outcome measures and collect demographic information on youth who received services. Failure to submit quarterly program progress reports and signature pages in a timely fashion could result in the suspension or termination of grant funding.

The below outcomes are expected to be tracked by quarter throughout the grant process. Additional outcomes, specific to each application will also be expected.

Target: 100% of child(ren) in need of care youth and/or families will have been administered a risk and needs assessment and have been identified as needing services pursuant to K.S.A. 38-2292. (specific to CINC youth only)

Target: 90% Of all youth and/or family's referrals are effectively assigned to program

Target: 80% Of youth and/or families successfully completing program

Target: 80% Of youth with no new arrests at completion of program

Quarterly Performance Report Due Dates

July 1 through September 30 (Report Due October 31st)

October 1 through December 31 (Report Due January 31st)

January 1 through March 31 (Report Due April 30th)

April 1 through June 30 (Report Due July 31st)

State Awarding Agency Contacts

Other Information

Evaluation:

One of the key components of being an evidence-based program is maintaining fidelity to the curriculum. To assist with this maintenance, KDOC will be conducting model fidelity visits and evaluations. These are intended to help improve programs and assist districts in verifying that providers are delivering high quality programming.



Project Information

Application Information

Application Name

Youth Justice Resource Center

Award Requested

\$499,995.79

Total Award Budget

\$499,995.79

Primary Contact Information

Name

Jamie VanHouten

Email Address

jvanhouten@leavenworthcounty.gov

Address

520 S 2nd Street
Leavenworth, KS 66048

Phone Number

(913) 684-0768

Project Description

Program Application

Identify the name of the program

A. Services Provided (Provide a brief summary that clearly summarizes all services provided to youth by the program).

The proposed programming for Leavenworth County is a Youth Justice Resource Center (YJRC). By expanding the YJRC program from only justice involved juvenile offenders, to offering cognitive education services with youth experiencing behavioral health crisis and who are in the community and identified as showing a pattern of delinquent behaviors by way of exhibiting violent or aggressive tendencies or drug and alcohol usage and working directly with schools to provide the earliest possible interventions, this will allow us to serve a greater population of youth who are currently not eligible to receive cognitive educational interventions and support services until they reach the justice system. Program Specialists will have the ability to facilitate cognitive interventions on site at the school, during regular school hours, during ISS, during detention, so youth are not just sitting around with their thoughts for punishment but are able to leave those periods with coping tools and problem-solving skills to do better and avoid future anti-social behavior in the future. Program Specialists will also have the flexibility to provide afterschool and evening groups as needed. Working with schools directly not only allows us to target and prevent issues concerning behavioral health crisis and delinquency before it escalates to justice system referrals and court involvement, but it can also help us work to prevent issues which lead to Homeless Youth, Runaway Youth, and can improve readiness for Workforce Development and Employment for youth. Youth will be able to access YJRC programs and assistance year-round, with day reporting options available to provide a safe education environment for youth who are prohibited from school property due to previous delinquent behaviors that fall under juvenile offender code.

The YJRC will focus on individualized programming for each individual referred, it will adjust the intervention according to each youth's risk, needs and responsivity factors to ensure that they are receiving the appropriate intervention. In addition, to the evidence-based programming that will occur for youth, parents and guardians will also have access to participate in programs such as Strengthening Families and Parent Project in hopes to improve parental success, parent-child interactions, and household dynamics.

Youth and their families will also be able to seek additional support services with Program Specialists from assistance obtaining vital documents such as: birth certificates, social security cards and state ID's, as well as referrals to community resources and further programming to target their specific needs. For example, assistance with utilities, food pantries, etc. Helping youth and their families apply for these documents will assist in their ability to obtain and maintain employment. Program Specialists will utilize a holistic approach to help set youth and their families up for success.

The YJRC has also adopted a park and can offer opportunities for community service hours and teaching the juveniles positive life skills while giving back and supporting their community. The YJRC will address the big four criminogenic risk factors. There are five programs the YJRC will be able to immediately provide: Seeking Safety, Moral Reconation Therapy (MRT), National Curriculum Training Institute (NCTI) Crossroads Curriculum, Strengthening Families Program 10-14 (SFP) and Parent Project. All five programs are evidence-based and approved by the Kansas Department of Corrections (KDOC). However, additional approved curriculum may also be utilized as training becomes available.

In addition to providing in house cognitive education, day reporting, and individual assistance, the YJRC will be partnering with a local treatment provider to pay for our own in-house FTE dual licensed therapist to assist youth and families struggling with a youth's behavioral health crisis, addiction, trauma, and mental illness. Currently, there are high wait times in our community for adolescent services with The Guidance Center. Additionally, while our youth are in JDC custody in WYCO they are not being offered mental health treatment on an individual or group basis. However, their peers who are WYCO residents, and their families, are receiving mental health services, due to the WYCO partnership with ACP. To address this disproportionality in services we plan to duplicate this partnership to offer the same services and mental health treatment support for our youth and their families in Leavenworth County.

B. Is this program subcontracted to another agency/organization? If yes, describe in the field below. If no, please enter N/A.

Yes, we will partner with A Connecting Pointe (ACP) to provide funds for an FTE that can serve Leavenworth Youth and their families. The therapist will be able to begin serving youth as early as their incarceration in JDC custody in WYCO and provide assistance through their justice involvement. This is modeled after their current partnership with WYCO Juvenile Programming and JDC.

C. Will youth or families be charged a fee for participating in the program? If so, please share details regarding how much the fee will be, who is responsible for the fee and/or if the fee can be waived.. If no, please enter "No participant fee"

No participant fee.

2. Identify the referral process

A. Eligibility Criteria: (How participants are identified for the program that qualifies the program for the program type(s) selected) • Juvenile offenders and their families • Juveniles experiencing behavioral health crisis and their families, and • Children who have been administered a risk and needs assessment and have been identified as needing services pursuant to K.S.A. 38-2292.

All youth in Leavenworth County (regardless of gender) who are 10-18 years of age who are identified as being at-risk for justice system involvement due a pattern of delinquent behaviors such as exhibiting violent and aggressive tendencies, have any history of justice system involvement, incarcerated youth in the WYCO JDC, and/or are experiencing behavioral health crisis and their families. Families of these youth will also have access to programs such as Parent Project and Strengthening Families available through the YJRC.

B. Upload an example of the referral document the Grantee will use to assign participants to the service. The referral document should include but not be limited to: i. Demographics (The basic demographics of the program's target population(s) ii. Geographic Area to be Served (The geographic area(s) from which participants will be served. This might be an entire judicial district or one county in a multi-county district or one school in a school district, etc.) iii. Identified Risk Level

YJRC referral link.docx

C. Referral Source(s): (How are youth referred to access the program.)

Referrals will be accepted from court professionals (attorney's, Judge's, advocates), DCF, LEO, school resource officers, school administrators, school counselors, social workers, JIAS officers, supervision officers, detention officers, and any other related child welfare agency which serves youth.

3. Completion Criteria

Specify the requirements and obligations the participant must meet in order to complete the program. Please include how long a participant is expected to remain in the program to meet the completion criteria

Ultimately, the Youth Justice Resource Center is a program that offers targeted cognitive intervention programs. For each youth referred the program and criteria for completion looks different based on individual needs and risks. Some youth may be lower-risk and thus will only meet criteria for lower-dosage curriculum that is only four weeks long. Higher risk youth or guardians may participate in programs up to sixteen weeks long. Program participation should not exceed a timeframe of ten months or more than one school year. However, youth and guardians who meet criteria are welcome to utilize services and assistance as long as they are eligible to participate. For treatment services through our partnership with ACP, successful completion will rely on the goals of treatment and the assessment of the treatment professional and their recommendations.

For delinquent behavioral education assistance, attendance at the YJRC day reporting center is required for credit recovery and participation in online education while prohibited from school. Additionally, re-engaging and increasing school attendance after expulsion/suspensions are completed and demonstrating academic improvement through an increased GPA and credit recovery are also markers of success.

Overall, program length and required participation will vary from youth to youth and family to family. The number of sessions a youth is required to attend will be based on their needs and their program of referral. If a youth is referred for housing/clothing assistance, vital document assistance, but does not meet a risk for cognitive curriculum, their participation timeframe would only include the time it takes to complete necessary paperwork and obtain documents to get basic needs met. If youth and parents attend and complete the course for which they are referred and needs of referrals are met (if it is for vital documents or clothing/hygiene) they are considered successful. If a referred youth or family does not engage with YJRC or fails to complete the program or treatment with ACP for which they were referred, they are considered unsuccessful.

4. Program Evaluation

A. Evidence-based and Best Practices: (Please list the evidence-based and best practices utilized by the program to achieve the desired behavior change and anticipated outcome for youth. Examples include but are not limited to: behavior monitoring and reinforcement, conducting assessment of program participants, skills training, wraparound services, etc.)

All programs offered are currently on the approved KDOC curriculum list and have been approved for use by our agency in the past. The YJRC will employ a Risk Needs Responsivity model when placing youth in programs. That being said, each referral will be placed in a program determined by their individual needs and risks. For youth who are currently justice involved, this may involve obtaining a release to share information regarding a YLS 2.0 score. There

are also other evidence-based screening and case management tools that may be utilized to appropriately identify which programs a youth would best benefit from receiving, to target the right dosage and intervention. We are currently researching shorter evidence-based screening instruments to identify the best fit. Facilitators will utilize techniques such as motivational interviewing to engage participants, compassionate and non-judgmental language so youth feel safe and supported through their participation, skills training, wraparound services, behavior monitoring and positive reinforcement through the use of incentives, to keep them coming back.

Separating population by risks will of course also be a priority, to avoid net widening or fraternizing of low risk and high risk anti-social youth. The curriculum offered varies from directed skill practice through role playing to interactive journaling. Through offering multiple Cognitive Behavioral Intervention programs, from NCTI Crossroads and Change Companies, we will be able to target the right program intervention to the youths learning style and specific dosage needs. By including a youth's family and offering support for guardians/parents through Parent Project and/or Strengthening Families, we can increase family engagement in our holistic approach to addressing risks. The YJRC also provides additional services, such as community service work opportunities, assistance with obtaining vital documents for youth and their guardians, and acts as on-going liaisons between the schools, justice system, welfare agencies, and local resource providers to ensure optimal success and warm handoffs. The YJRC will collaborate with all parties, sharing information, and also to limit the duplication of services or the possibility of over programming. The programs that the YJRC will be offering are National Curriculum Training Institute (NCTI) Crossroads Curriculum, Moral Reconciliation Therapy (MRT), Seeking Safety, Parent Project, and Strengthening Families 10-14 (SFP). All programs are evidence-based practices, and all require different criteria to complete the program.

The NCTI Crossroads Curriculum has a range of four to sixteen weeks. The class is dependent on the risk level of the youth. The risk levels are low, moderate or high. The classes consist of two-hour sessions each time they meet. The youth must complete their homework and have full participations with each session.

Parent Project is a course for parents and guardians that last 10 weeks to complete. The parents and guardians will meet one to two times a week for two hours each time. Parent Project is a support group and requires full participation from each parent. The parents must show up to all classes and complete the workbook in the proper sections that are required to graduate from the Parent Project.

Strengthening Families Program 10-14 (SFP 10-14) takes seven weeks to completed and each session requires two hours to complete. After a youth or parent has completed the number of sessions that are considered to be completed with the program.

Seeking Safety is a present-focused group that helps youth attain safety from trauma (including PTSD) and substance abuse by emphasizing coping skills, grounding techniques, and education. Seeking safety is a 13–25-week program. This is best utilized within the first 90 days of sobriety/recovery, youth who have experienced trauma in the past and are struggling with addiction related issues, we believe this program will help clients stabilize and prepare them for MRT as well.

Moral Reconciliation Therapy-MRT® is an effective systematic, cognitive-behavioral approach that treats a wide range of issues including substance abuse, domestic violence, trauma, parenting, job skills, and other issues. The programs are implemented in groups utilizing workbooks directly targeting specific issues. This program is completed in 12 steps over the course of twelve to sixteen weeks.

Evidence-based:

- Conducting risk assessments/screening for appropriateness of programs
- Seeking Safety
- Moral Reconciliation Therapy
- Parent Project
- Strengthening Families Program
- NCTI Curriculum
- Mental Health/Addiction Therapy (from our partners)
- Behavior Monitoring & Reinforcement (sanctions, incentives)
- Directed Skill Practices (individual CBI as needed)

Best Practices:

- Responding to basic needs (hygiene, clothing, housing, transportation)
- Wraparound services (to assist with vital documents, CSW assistance)
- Individual education assistance/structured learning environment

b. Please describe any efforts within the evidence-based program to address racial, ethnic, geographic, and other biases that may exist WITHIN these programs.

The YJRC program was designed specifically to serve at-risk youth and families of youth who have or are at-risk of coming in to contact with the juvenile justice or child welfare system. The intention of the program is to intervene early by providing evidence-based cognitive intervention programs and support to families and youth to reduce risks and behaviors that could be associated with future justice and welfare system involvement. Program participation is currently dependent on needs and thus, any bias is inherently eliminated if a need is identified, they are referred. As long as a youth or their family has been referred by a case worker, school employee, court employee, law enforcement, probation officer, etc. they are eligible to participate in program services. It is our goal to provide safe, inclusive, and trauma-informed services to all individuals participating in our programs and reach as many families and youth as possible in our district. Additionally, to address the barrier of transportation, this agency purchased a 15-passenger van to pick up youth and families to bring them to programming.

C. Who is responsible for annually evaluating the program and program operations? (Specify their name, position, and their contact information.)

Kaitlynn Hardison | Juvenile Program Supervisor
khardison@leavenworthcounty.gov | 9136802704

Kaitlynn will also work in conjunction with the Community Corrections Director to conduct internal evaluations measuring processes and outcomes. Our JCAB and the Juvenile Programs Consultant for Kansas Department of Corrections (KDOC) assigned to the region, will also be consulted to evaluate the program externally for fidelity to curriculum, measuring processes and program outcomes.

D. Describe the process, specific details, that is utilized for monitoring and evaluating the program.

Each facilitator is certified and trained through the agency where each curriculum is sourced, and they are required to participate in refresher trainings as mandated. Each facilitator understands the importance of implementing evidence-based practices and remaining faithful to the curriculum. That being said, each program has a youth/parent and facilitator handbook. There are strict guidelines that must be completed per each program. Each program is directed to fidelity by following the curriculum's facilitator handbook as closely as possible. Pre- and post-testing will be utilized when available (based on each program's curriculum) and facilitating programs to fidelity is of the utmost importance. The director will observe one group each quarter to ensure quality assurance. The Juvenile Program Supervisor tracks data on each youth referred, as well as their program participation, progress, and their ultimate outcome. The Juvenile Program Supervisor and Director conduct quarterly meetings with school administration to assess the programs areas of success and on-going needs. We will be measuring data on internal spreadsheets such as: criminogenic risks at referral (as identified in risk assessments), program outcomes (completion or discharge), supervision outcomes, education outcomes (such as attendance, GPA, graduation status, disciplinary incidents, etc.), future justice system/LEO contact, youth and family well-being (by utilizing a survey) and housing an anonymous feedback mailbox. This information will be compiled quarterly and shared with the JCAB, BOCC, Stakeholders, and reported to KDOC in Amplifund or through whatever means required. Success will be measured by assessing multiple variables not limited to but at a minimum by comparing the rate of completion of each program to recidivism by tracking further justice system involvement and LEO contact.

Accounting

Accounting Programs / Software

If approved, what software / program will be utilized for tracking and budgeting?

Excel, Amplifund, all the software/programs we currently use for accounting of our other KDOC grant funds.



Completing Goals - Performance Plan Directions

How to Complete Goals in the Performance Plan

How To Complete Goals in the Performance Plan Template.docx

KDOC Grantee Conditions of Agreement and Signature Page

The grantee agrees to:

- A. Utilize grants funds for the development, implementation, operation, and improvement of juvenile community correctional services pursuant to K.S.A. 75-7038 through 75-7053 and amendments thereto, as submitted in the GRANTEE'S Kansas Department of Corrections - Community Programs Juvenile Justice Involved Youth Programs Grant (HB2021) application.
3. Allocate expenditures only for activities, events, or conferences that occur within the grant award period.
2. Assume the authority and responsibility for funds received through KDOC-CBS in accordance with the provisions of the KDOC's Financial Rules, Guidelines and Reporting Instructions. (Rev.7-2017)
2. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by the Kansas Department of Corrections - Community Programs Juvenile Justice Involved Youth Programs Grant (HB2021) funds.
3. Adhere to all applicable Federal and State laws and regulations, the Interstate Compact for Juveniles, K.S.A. 38-1008 et seq., as well as KDOC-CBS standards, policies and procedures. GRANTEE shall be responsible for any and all costs associated with non-compliance under this section.
2. Expend KDOC-CBS funds in accordance with GRANTEE's Kansas Department of Corrections - Community Programs Juvenile Justice Involved Youth Programs Grant (HB2021). Obtain advance approval in writing by the Deputy Secretary of 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.
3. 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-CBS within thirty (30) days.
4. 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-CBS may reduce the amount of the grant award.
- . Follow all applicable state and federal laws related to confidentiality of information regarding youth that are at risk for juvenile delinquency, victimization, and juvenile justice system involvement. 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.
- J. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC-CBS, its employees and/or its contractual agents.
- K. Not consider employees or agents of the GRANTEE as agents or employees of KDOC-CBS. 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 engaged in work authorized by this Grant.
- .. Not hold KDOC-CBS 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.
- VI. 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.
4. 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.
- D. 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 youth or their parent(s) or legal guardian(s), 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.

- P. GRANTEE may serve youth that are at risk for juvenile delinquency, victimization, and juvenile justice system involvement residing or adjudicated outside of their Judicial District if the territory in which the services are offered is approved in the grant application.
- Q. Maintain books, records, documents, and other evidence in a manner that accurately reflects receipts and expenditures of all programs funded by this grant.
- R. Not use state funds allocated through this grant to supplant GRANTEE'S present Federal, State or local funding of services or programs.
- S. Maintain records and submit reports containing such information and at such times as required by KDOC-CBS.
- T. Attend all applicable training sponsored by KDOC-CBS.
- J. Enter into agreements with member counties and/or private, public or not-for-profit entities for the delivery of services in order to maximize the effective and efficient use of state resources. All agreements between GRANTEE and member counties or subcontractors shall be in writing and shall require compliance with these award conditions. GRANTEE shall be responsible for ensuring member county and/or subcontractor compliance with these grant conditions, KDOC-CBS Juvenile Intake and Assessment Standards, KDOC-CBS Community Supervision Standards, KDOC-CBS Immediate Intervention Program Standards, KDOC's Financial Rules, Guidelines and Reporting Instructions, and state and federal law. If requested by KDOC-CBS, the GRANTEE shall forward a copy of all such agreements to KDOC-CBS indicating compliance with this condition.

Grantee Acknowledgment

My signature below certifies acceptance of state grant funds awarded by the Kansas Department of Corrections (KDOC) and further indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. This grant award will be utilized solely for the purposes developing or enhancing behavioral health services in accordance with the final approved budget by KDOC.

2. Assume the authority and responsibility of funds received through KDOC and ensure compliance with all applicable Federal and State laws, Regulations and KDOC Financial Rules, Guidelines and Reporting Instructions. All costs associated with non-compliance under this section shall be the responsibility of

Juvenile Detention Center/Host County.

3. Maintain books, records documents and other evidence in a manner that accurately reflects receipts and expenditures funded by this grant.
4. Maintain records and submit financial reports in the format prescribed by KDOC and at such times as required by KDOC.
5. Maintain records and submit data tracking reports in the format prescribed by KDOC and at such times as required by KDOC.
6. All funds unexpended at the end of the award period will be returned to KDOC within 30 days of KDOC approval of the 2nd quarter financial report.
7. 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.
8. 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.
9. 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.
10. Not consider employees or agents of the Grantee as agents or employees of KDOC.
11. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) day 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.
12. Acknowledge that if, in the judgement of the Secretary of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
13. 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 the Grantee.
14. 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.

Governmental Agency



Youth Justice Resource Center
Leavenworth County Community Corrections

Agency Name:
Leavenworth County Community Corrections

Applicant Organization Director

Printed Name:
Jamie VanHouten

Title:
Director

Signature:
J.VanHouten

Date:
6/21/2024

Board of County Commission Chairperson

Printed Name:

Title:

Signature:

Date:

County Financial Officer

Printed Name:
Janet Klasinski

Title:
Leavenworth County Clerk

Signature:

Date:

Advisory Board Chairperson

Printed Name:
Commissioner Doug Smith

Title:
Chair

Signature:

Date:

Community-Based Agencies or Service Providers

Agency Name:

Agency's Chief Administrator

Printed Name:

Title:



Signature:

Date:

Signed KDOC Grantee Conditions of Agreement

Once you have completed the application process, the KDOC Grantee Conditions of Agreement and Signature Page must be downloaded, printed for signatures, and uploaded back into AmpliFund. To complete this process, go to Application Forms, click on KDOC Grantee Conditions of Agreement and Signature Page. There will be a printing option (look for the small printer) in green to the right of the application form. Upload the document after all signatures are obtained

Upload Document Below



Budget Instructions

Budget Instructions

Budget Instructions Evidence Based Programs.pdf



Budget

Proposed Budget Summary

Expense Budget

| | Grant Funded | Total Budgeted |
|------------------------------------|---------------------|---------------------|
| Travel | | |
| Fuel | \$3,000.00 | \$3,000.00 |
| Subtotal | \$3,000.00 | \$3,000.00 |
| Client Services | | |
| Academic Education Services | \$4,000.00 | \$4,000.00 |
| Client Incentives | \$4,000.00 | \$4,000.00 |
| Clothing | \$4,000.00 | \$4,000.00 |
| Housing Assistance | \$4,000.00 | \$4,000.00 |
| Subsistence Assistance | \$4,000.00 | \$4,000.00 |
| Transportation Assistance | \$3,000.00 | \$3,000.00 |
| Subtotal | \$23,000.00 | \$23,000.00 |
| Contractual | | |
| Outsourced (subcontract) Personnel | \$150,000.00 | \$150,000.00 |
| Subtotal | \$150,000.00 | \$150,000.00 |
| Training | | |
| Registration | \$3,000.00 | \$3,000.00 |
| Subtotal | \$3,000.00 | \$3,000.00 |
| Salary & Benefits | | |
| Non-Admin Benefits | \$107,494.15 | \$107,494.15 |
| Non-Admin Salary | \$200,501.64 | \$200,501.64 |
| Subtotal | \$307,995.79 | \$307,995.79 |
| Supplies | | |
| Group Supplies | \$10,000.00 | \$10,000.00 |
| Office Supplies | \$3,000.00 | \$3,000.00 |
| Subtotal | \$13,000.00 | \$13,000.00 |
| Total Proposed Cost | \$499,995.79 | \$499,995.79 |

Revenue Budget

| | Grant Funded | Total Budgeted |
|-------------------------------|---------------------|---------------------|
| Grant Funding | | |
| Award Requested | \$499,995.79 | \$499,995.79 |
| Subtotal | \$499,995.79 | \$499,995.79 |
| Total Proposed Revenue | \$499,995.79 | \$499,995.79 |

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Travel

Travel includes fuel, lodging, meals, mileage, tolls etc.

Fuel

FY25- \$1500 for fuel FY26- \$1500 for fuel Fuel for 15-passenger van to transport youth and families to and from cognitive behavior education, treatment, etc.

Client Services

Client Service includes: Academic Education Services, Clothing Client Incentives, Drug Testing Services, Electronic Monitoring Services Housing Assistance, MH Evaluations, MH Treatment/Groups, Sex Offender Evaluations, Sex Offender Treatment/Groups, Subsistence Assistance, SUD Evaluations, SUD Treatment/Groups, Surveillance Services, Transportation Assistance, Vocational Education Services

Client Incentives

\$2,000 per year for client incentives.

Academic Education Services

\$2,000 per year for Academic Education Services

Clothing

\$2,000 per year for clothing assistance

Housing Assistance

\$2,000 per year for Housing Assistance

Subsistence Assistance

\$2,000 per year for voucher funds

Transportation Assistance

\$1500 per year for transportation assistance.

Contractual

Contractual includes: Contractual Intake Workers, Membership Dues Outsourced (Subcontract) Expenses, Outsourced (Subcontract) Personnel

Outsourced (subcontract) Personnel

FY25-26 Salary & Benefits (\$75k per year) Personnel costs for outsourced dual licensed mental health/substance use counselor to work with our incarcerated youth while in JDC and after while on supervision. The costs of this staff member will reduce the need for service based mental health and substance use treatment services for families and youth.

Training

Training includes fuel, lodging, meals, registrations, mileage, tolls etc.

Registration

\$3,000 for Parent Project training, Crossroads NCTI training, Seeking Safety training, and to meet 40 hour a year continuing education training requirement. \$1,500 per year.

Salary & Benefits

Non-Administrative Personnel includes Number of full-time and/or part-time positions, Wages, Salaries, Benefits etc. Administrative Personnel includes Number of full-time and/or part-time positions, Wages, Salaries, Benefits etc

Non-Admin Salary

Non-Admin Salary FY25 & FY26

Non-Admin Benefits

\$44127.89 FY25 benefits \$63366.26 estimated FY26 benefits

Supplies

Supplies/Commodities includes office supplies, postage etc.

Office Supplies

\$2000 per year for office supplies such as postage, printing, post it easel pads, facilitator/group supplies like facilitator handbooks.

Group Supplies

10000 for participant workbooks, program manuals, group meals for SFP (evidence-based), etc.

Performance Plan

Proposed Performance Plan

Effectively Assigned to Program

| Goal Name | Goal Type | Goal Details |
|-----------|---------------------|--------------------|
| | Percentage Achieved | Desired Percentage |

Successfully Completed Program

| Goal Name | Goal Type | Goal Details |
|-----------|---------------------|--------------------|
| | Percentage Achieved | Desired Percentage |

No New Arrest

| Goal Name | Goal Type | Goal Details |
|-----------|---------------------|--------------------|
| | Percentage Achieved | Desired Percentage |

Risk & Need Assessment Completed

| Goal Name | Goal Type | Goal Details |
|-----------|---------------------|--------------------|
| | Percentage Achieved | Desired Percentage |

Proposed Performance Narrative

Effectively Assigned to Program

90% Of all youth and/or family's referrals are effectively assigned to program. (Enter 1 for 100%, .9 = 90%, .8 = 80%, etc)

Successfully Completed Program

80% Of youth and/or families successfully completing program. (Enter 1 for 100%, .9 = 90%, .8 = 80%, etc)

No New Arrest

80% Of youth with no new arrests at completion of program. (Enter 1 for 100%, 9 = 90%, 8=80%, etc)

Risk & Need Assessment Completed

100% of youth and/or families will have been administered a risk and needs assessment and have been identified as



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needing services pursuant to K.S.A. 35-2292 (specific to CINC youth only). (Enter 1 for 100%, .9 = 90%, .8 = 80%, etc)
** If no juveniles are CINC youth, enter in 1.