



Flint Hills Regional Council Board of Directors

Board Meeting Minutes - August 22, 2014

Emporia State University

Emporia, KS

Present from Board of the Regional Council: **John Armbrust**, Governor's Military Council; **Cecil Aska**, Junction City Commissioner; **Pam Bales**, Alma City Councilwoman; **Robert Boyd**, Riley County Commissioner; **Scott Briggs**, Lyon County Commissioner; **Vic Enns**, Wamego City Mayor; **Jon Geitz**, City of Emporia Mayor; **Honey Grant**, Grandview Plaza Vice-Mayor; **Stan Hartwich**, Pottawatomie County Commissioner; **Vern Hay**, Morris County Commissioner; **Linda Hoeffner**, Fort Riley Deputy Garrison Commander; **Rich Jankovich**, Manhattan City Commissioner; **Joe Kormanik**, City of Alta Vista Commissioner; **Kristie Ogilvie**, Emporia State University; **Debi Schwerdtfeger**, Council Grove Councilwoman; **David Shover II**, City of Riley Mayor; and **Phil Weishaar**, City of Chapman Mayor.

Absent from the Board: **Ben Bennett**, Geary County Commissioner; **Jackie Hartman**, Kansas State University; **Keith Kahnt**, White City Mayor; **John Ray**, City of Abilene Commissioner; **MarySue Roller**, City of Woodbine Mayor; **Brande Studer**, Chase County Clerk; and **Jimmy Thatcher**, City of Clay Center Mayor.

Present from the Greater Regional Council Membership: *No additional members present.*

Present from Staff Support: **Jeff Adams**, Regional Planner; **Shelley Carver**, Community Development Manager; **William J. Clark**, Director; **Unique Hiram**, Administrative Manager; **Gary Stith**, Deputy Director; and **Stephanie Watts**, Transportation Planner.

Guests: **Kelli Higgins**, Coffey County Economic Development; **Tim Livsey**, Fort Riley; **Steve Loewen**, Flint Hills Technical College VP of Instructional Services; **Misty Marchant**, Coffey County Chamber Director; and **Dan Slater**, Lyon County Commission.

WELCOME:

- David Shover, FHRC President, called the meeting to order at 9:04 a.m. and invited the board members, staff and meeting guests to introduce themselves.
- Dr. Michael Shonrock spoke to the retreat attendees and welcomed everyone to Emporia State University.

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2015 BUDGET REVIEW:

- William J. Clark, FHRC Director, went over the budget options that were handed out to the Board Members. There was a Base budget that covered January – April 2015. The four options that covered May – December 2015 included the following:
 - Option 1 – Two employees (Administrative Manager/Regional Planner), FHRC/HUD/FHMPO funding, projected end balance **(\$28,010.50)**
 - Option 2 – Three employees (P/T Director/Administrative Manager/Regional Planner), FHRC/HUD/FHMPO/FHEDD funding, projected end balance \$7,003.05
 - Option 3 – Four employees (P/T Director/Administrative Manager/Regional Planner/Transit Manager), FHRC/HUD/FHMPO/FHRTA funding, projected end balance **(\$11,216.64)**
 - Option 4 – Four employees (P/T Director/Administrative Manager/Regional Planner/Transit Manager), FHRC/HUD/FHMPO/FHEDD/FHRTA funding, projected end balance \$58,206.50
- Clark recommended to the board that they go with Option 3 until the end of the current calendar year; however, they will need to revisit Options 3 & 4 depending on the funding streams available to the organization.
- Gary Stith, Deputy Director, informed the board members that documents had been sent to KDOT (Kansas Department of Transportation) and a letter sent to FTA (Federal Transportation Administration). There will need to be some adjustments made to the documentation prior to final approval for the FHRTA organization to apply for funding. Once the adjustments are made and documentation resubmitted for approval then an application for funding can be submitted late October 2014. As a result, funding can be received as early as the beginning of 2015.
- Vice-President Rich Jankovich motioned for the approval of a 1.5% COLA increase for employees beginning January 2015. Member Cecil Aska seconded. The motion was carried unanimously.
- Vice-President Rich Jankovich motioned for the Primary “Base” Budget and Secondary “Option 3” Budget to be approved as presented. At-Large Robert Boyd seconded. The motion was carried unanimously.

PEA BREAKOUT DISCUSSIONS:

- There was a 30-minute breakout session for PEA Discussions and the board members were broken up into three groups as follows:
 - Team 1 (Room 250D) – Training Aspect/Transportation
 - Team 2 (Room 250E) – Housing & Schools
 - Team 3 (Room 250F) – Transition of Soldiers (Leaving the U.S. Army), Medical & Employment of Spouses

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- The teams were instructed to think of options that could be quantified.
- John Armbrust, Governor's Military Council Executive Director, stressed the importance of the board members & their respective communities of providing a response by August 25, 2014. Letters could be mailed or emailed to usarmy.jbsa.aec.nepa@mail.mil.
- Upon completion of the breakout sessions, spokespersons from each team provided feedback to the board members and guests. Team 1 (At-Large Robert Boyd), Team 2 (Vice-President Rich Jankovich) and Team 3 (President David Shover).
- Some of the additional items that will be added to the PEA list include: Partnerships/Internships (Universities/Communities), Open Seat Programs (Fort Riley), Quality of Life (No state income tax/in-state tuition/mental health programs through local government funding).

FHRC ANNUAL REVIEW & STRATEGIC PLAN BRIEF:

- FHRC Annual Review – Shelley Carver, Communications Development Manager, provided the board members and guest with a presentation of the FHRC Annual Review.
 - Timeline of Events from August 2013 – August 2014
 - Membership Increase consisted of Chase County, City of Emporia, Lyon County and City of Reading. The membership will lose the City of Abilene in 2015 and the City of Dwight chose not to renew their FHRC membership.
 - The Flint Hills Frontiers (HUD) Project covers 19 counties and there is currently a housing study being conducted by a consultant. Additionally, there will be a retreat held in November 2014 along with the Fall Toolbox Meetings being conducted throughout the region.
 - The Flint Hills Economic Development District (FHEDD) consists of seven counties and the documentation has been submitted to Economic Development Administration (EDA) for organizational approval.
 - The Flint Hills Regional Transportation Administration (FHRTA) is a public entity that has applied to be the Direct Recipient of FTA 5307 transit funds and the FHRC will be the fiscal agent for this organization.
 - There will be a Flint Hills Metropolitan Planning Organization (FHMPPO) update given by Stephanie Watts, Transportation Planner, at the November 2014 FHRC Board Meeting.
- Strategic Plan Brief – Jeff Adams, Regional Planner, gave a brief overview of the strategic planning process that took place. His presentation was entitled “Passing The Baton.”
 - There were eight meeting conducted as part of the “Brown Bag Lunch Series.”

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- CEDS & Workforce Alignment Study was analyzed as part of this process.
- The “Business Model Canvas” was utilized and promoted thinking outside vs. inside of the box leading to thinking as the box.
- The Flint Hills Regional Council has been around for only five years whereas other regional councils have been around for 30 to 40 years. The keys to their success included services offered and experienced staff members in specific fields (e.g. grant writing).
- The five strategic draft models included: Baseline, Rural Support, Development Driven, Sustainably Driven and Entrepreneurship Driven.
- The three development types were adaptive, member and regional support. As a result of the meetings and discussions, the adaptive regional development type was chosen for this organization.
- Recommendations and a proposed work plan were presented during this portion of the meeting.

STRATEGIC PLAN WORKGROUPS:

- The board members along with staff were assembled into three groups and tasked with writing bullets pertaining to their assigned topics which were not divulged until they entered their respective breakout room. The leaders for each group were as follows: Team 1 (At-Large Robert Boyd), Team 2 (Vice-President Rich Jankovich) and Team 3 (Regional Planner Jeff Adams).

WORKGROUP OUTBRIEFS:

- Due to time constraints, the group was not able to go over the information collected during the breakout sessions. Adams will put together a brief of the findings in a packet and present that at next month’s meeting.

ADJOURNMENT:

- President David Shover adjourned the FHRC Annual Board Retreat at 3:00 p.m.