



**CITY COUNCIL MEETING  
GLADSTONE, MISSOURI  
MONDAY, JANUARY 13, 2020**

The City Council will meet in Closed Executive Session at 6:30 pm Monday, January 13, 2020, in the City Manager's office, Gladstone City Hall, 7010 North Holmes, Gladstone, Missouri. The Closed Executive Session is closed pursuant to RSMo. Open Meeting Act Exemption 610.021(1) for Litigation and Confidential or Privileged Communications with Legal Counsel, and 610.021(2) Real Estate Acquisition Discussion.

**OPEN STUDY SESSION: 7:00 PM**

1. City Council objectives: City Manager Wingerson will discuss key objectives to address City Council goals and how staff is moving forward to achieve them.
2. Paramedic Clinical Field-Based Training: Division Chief Sean Daugherty will provide an update on the program and the proposed agreements that accompany it.

**REGULAR MEETING: 7:30 PM**

**TENTATIVE AGENDA**

1. Meeting Called to Order.
2. Roll Call.
3. Pledge of Allegiance to the Flag of the United States of America.
4. Approval of Agenda.
5. Approval of the December 9, 2019, Closed City Council Meeting Minutes.
6. Approval of the December 9, 2019, Regular City Council Meeting Minutes.

**7. GLADSTONE FIRE FIGHTERS IAFF LOCAL #3228 LETTER****8. CONSENT AGENDA**

**RESOLUTION R-20-01** A Resolution authorizing the City Manager to enter into a contract with the ETC Institute for the purpose of conducting a Citizen Satisfaction Survey in the amount of \$18,500.00.

**RESOLUTION R-20-02** A Resolution accepting Easements from certain property owners in conjunction with the Northeast 76<sup>th</sup> Street improvements project from North Oak Trafficway to North Brooklyn, Project TP1818.

**APPOINT EUGENE SUTER TO THE UNIVERSITY OF MISSOURI EXTENSION COUNCIL FOR A TERM OF TWO YEARS, JANUARY 2020-JANUARY 2022**

**APPROVE FINANCIAL REPORT FOR MONTH END NOVEMBER, 2019**

**APPROVE HOTEL BUILDING PERMIT MARRIOTT FAIRFIELD INN**

**REGULAR AGENDA**

**9. Communications from the Audience.**

**10. Communications from the City Council.**

**11. Communications from the City Manager.**

**12. FIRST READING BILL NO. 20-01** An Ordinance authorizing the City Manager and the Director of Public Safety to execute an Emergency Medical Student Clinical Affiliation Agreement for Field-Based Sites with the Junior College District of Metropolitan Kansas City, Missouri, a/k/a Metropolitan Community College (MCC).

**13. FIRST READING BILL NO. 20-02** An Ordinance authorizing the City Manager and the Director of Public Safety to execute an Emergency Medical Student Clinical Affiliation Agreement for Field-Based Sites with the Excelsior Springs Area Career Center.

**14. Other Business.**

**15. Adjournment.**

**Representatives of the News Media may obtain copies of this notice by contacting:**  
**City Clerk Ruth Bocchino**  
**7010 N. Holmes**  
**Gladstone MO**  
**POSTED: January 9, 2020, 2:45 pm**



## *Department of General Administration*

### *Memorandum SCW 20-02*

**TO:** Mayor and City Council

**FROM:** Scott Wingerson, City Manager

**DATE:** January 9, 2020

**SUBJECT:** City Council Goals  
Key Objectives

The purpose of this memorandum is to communicate key objectives, developed by staff to move us toward achieving City Council Goals.

In terms of background, the City Council met in October to discuss key goals for 2020. This activity led to the adoption of Resolution R-19-63 in November, 2019. The attached resolution confirms the City's Mission and Vision while establishing goals for the coming year.

The next step in the process is to develop SMART (Specific, Measurable, Achievable, Relevant, Time-bound) objectives. The purpose of these objectives is to move the needle toward accomplishing City Council goals. Staff appreciates any feedback offered.

Also attached for your reference are operational objectives by department. These objectives are related to budget and operational priorities.

We hope this information is of value. If you should desire to discuss this matter in greater detail, please advise.

Encl

## **RESOLUTION R-19-63**

### **A RESOLUTION ADOPTING A MISSION STATEMENT, VISION STATEMENT, AND GOALS FOR THE CITY OF GLADSTONE, MISSOURI FOR 2019-2020.**

**WHEREAS**, the Council of the City of Gladstone believes that developing and implementing goals is a critical component in successfully managing the municipal resources entrusted to them; and

**WHEREAS**, the Council of the City of Gladstone recognizes that clearly articulated goals provide a valuable communication tool between a City government and its constituents; and

**WHEREAS**, the Council of the City of Gladstone is committed to implementing policies and allocating resources to promote these goals.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:**

**THAT**, the following Mission Statement, Vision Statement, and Goals are adopted for the City of Gladstone, Missouri:

#### **MISSION STATEMENT**

**“The City Council, Boards, Commissions, and City Staff are inspired and invested to enhance Gladstone’s quality of life and sense of community through innovative and effective leadership and inclusive citizen engagement.”**

#### **GLADSTONE VISION**

- Invested in becoming an even more welcoming and inclusive community.
- A vibrant commercial center with revitalized corridors at North Oak and Antioch Road and an innovative financial strategy that encourages economic development.
- A diverse quality housing stock that encourages community investment, provides opportunities to age in place, and becomes a destination to raise families.
- Innovative transportation alternatives that promote mobility in the community and the region.
- Stature and reputation of Gladstone strengthened and maintained. Gladstone is a recognized leader and provides innovative contribution to regional issues.
- A continued strong and innovative partnership with schools and other entities that help us ensure a high quality of life.
- An inspiring sense of place with a clear identity including an emphasis on arts and culture. You know you are in Gladstone.

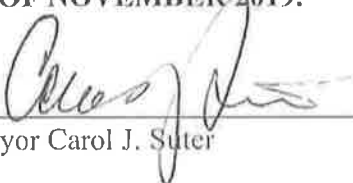
- A strong commitment to public safety and City infrastructure investment.
- An inspired, innovative, and invested City staff.
- Cooperative relationships with citizens highlighted by inclusive citizen engagement and participation.

Based on the Mission and Vision, the City Council establishes the following goals:


### **2020 CITY COUNCIL GOALS**

- Promote Gladstone as a safe place with a focus on crime reduction, traffic enforcement, and the recruitment and retention of high quality police officers.
- Monitor and adjust as necessary the proactive residential code enforcement program established in 2019. Begin a new commercial code enforcement program focused on education and responsiveness.
- Research and develop an innovative housing strategy designed to meet the needs of our diverse residents, encourage residential density, promote investment, and preserve and increase housing values.
- Continue commitment to downtown and commercial corridors through innovative strategies.
- Continue implementation of parks, cultural arts, facilities, streets, sidewalks, stormwater, and potable water master plans.
- Continue the process of updating the Comprehensive Plan and develop an overall historic preservation structure and development plan for Atkins-Johnson Farm and Museum.
- Implement Shaping Our Future facilities recommendations.
- Continue developing a unified messaging strategy.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11<sup>th</sup> DAY OF NOVEMBER 2019.**

  
\_\_\_\_\_  
Mayor Carol J. Suter

ATTEST:

  
\_\_\_\_\_  
Ruth E. Bocchino, City Clerk

## 2020 City Council Goals & Department Objectives

1. **Promote Gladstone as a safe place with a focus on crime reduction, traffic enforcement, and the recruitment and retention of high-quality police officers.**

**1A. Objective:** Crime Reduction - Based on weekly proactive crime analysis, and citizen concerns, direct limited resources to targeted areas and report results in May and August 2020.

**1B. Objective:** Traffic Enforcement - Review and analyze traffic data and citizen requests to create strategies related to enforcement of hazardous moving violations, DUI arrests, which leads to a 5% reduction in traffic accidents. Report results in May and August 2020.

**1C. Objective:** Recruitment - Aggressively recruit the highest quality public safety personnel resulting in staffing levels at 90%. Report progress in April, July, November 2020 and January 2021.

**1D. Objective:** Retention - Solicit feedback through employee engagement surveys by February 2020. Develop and implement strategies to address key findings to enhance the overall department culture. Report progress in April, July, November 2020 and January 2021.

2. **Monitor and adjust as necessary the proactive residential code enforcement program established in 2019. Begin a new commercial code enforcement program focused on education and responsiveness.**

**2A. Objective:** Residential Code Enforcement - Review and analyze residential code enforcement data and visual observation to implement strategies that result in a 5% increase in nuisance violation compliance. Report results in March and October 2020.

**2B. Objective:** Commercial Code Enforcement - Develop a process for tracking and enforcing commercial nuisance violations and site plans by July 1, 2020.

3. **Research and develop an innovative housing strategy designed to meet the needs of our diverse residents, encourages residential density, investment, and variety that works to preserve and increase housing values.**

**3A. Objective:** Housing Strategy - Overlay code enforcement, transportation, and infrastructure data for housing quality and incorporate into the Comprehensive Plan process by November 2020.

**3B. Objective:** Housing Strategy - Monitor residential foreclosures, evaluate opportunity to acquire dilapidated properties to remove blight and encourage redevelopment. Report progress in May and October 2020.

**3C. Objective:** Housing Strategy - Market and engage potential developers to provide a pilot project that addresses density and diversity in our housing stock. Report progress in May and October 2020.

**4. Continue commitment to Downtown Gladstone and commercial corridors through innovative strategies.**

**4A. Objective:** Downtown Corridors - Support the expansion of major projects and track key properties along the corridors and report progress in April and September 2020.

**4B. Objective:** Downtown Corridors - Market and engage potential developers for the city-owned property at 6900 N. Oak Trafficway by July 2020.

**4C. Objective:** Downtown Corridors - Remove the blight at 5800 N. Oak Trafficway through development and/or the implementation of the dangerous building protocol by October 2020.

**5. Continue implementation of parks, cultural arts, facilities, streets, sidewalks, stormwater, and potable water master plans.**

**5A. Objective:** Master Plans - Review and prioritize remaining master plan projects related to parks, cultural arts, facilities, streets, sidewalks and storm water. Present recommendations as part of the annual Capital Improvement Plan in May 2020.

**5B. Objective:** Potable Water - Engage a qualified engineer to analyze and recommend improvements to the water production and storage systems by July 2020.

**5C. Objective:** Bond Project – Report quarterly (March, June, September and December 2020) on progress made toward Bond Projects such as the pool deck, NE 76<sup>th</sup> street, Oak Grove Park concessions/restroom, natatorium paint, fitness equipment, City Hall improvements, banquet room carpet, outdoor pool, AJ Farm, watermain replacements, downtown parking, and overlay program.

**6. Continue the process of updating the Comprehensive Plan and develop an overall historic preservation structure and development plan for Atkins-Johnson Farm & Museum.**



**6A. Objective:** Citizen Survey - Engage the ETC Institute to conduct a Citizen Survey to include basic service provisions and key issues such as sustainability and single-source trash by March 1, 2020.

**6B. Objective:** Comprehensive Plan - Engage a qualified planning consultant to begin the process of updating the comprehensive plan and schedule a kick-off meeting by November 2020.

**6C. Objective:** Develop short term plan that includes governance mechanisms and facility plan for the Big Shoal Heritage area by July 2020.

**6D. Objective:** Comprehensive Plan - As part of the comprehensive plan process, create a long-term development and programming plan for the Big Shoal Heritage area. Progress will be reported as a component of the Comprehensive Plan.

**7. Implement Gladstone: Shaping Our Future facilities recommendations.**

**7A. Objective:** Facilities - Engage qualified firms to begin the process of designing and managing Fire Station #2 renovations and Public Safety Headquarters addition by March 2020. Report progress in April, July, November 2020 and January 2021.

**7B. Objective:** Facilities – Complete financing that funds enhancements by March 2020.

**8. Continue developing a unified messaging strategy.**

**8A. Objective:** Present and implement Phase 2 (Key Messaging) of Trozzolo's recommendations by March 2020.

**8B. Objective:** Begin Phase 3 (Branding & Graphics) of Trozzolo's perception study by April 2020.

**\*\*The following topics were also noted at City Council Goal Setting in October 2019.**

**9. Objective:** Investigate city-wide compensation levels and adjust to market practices. Report as part of the annual budget process.

**10. Objective:** Work with the Gladstone Chamber to develop a vision and strategy related to the future of the business and major festivals.

11. **Objective:** Monitor national trends and strategically plan for local impacts related to the future of technology, transportation, environment, economics, retail, service delivery, criminal justice, and legislation. Report annually in September 2020.
12. **Objective:** Build diversity language into basic operations through training and the creation of a resource guide by September 2020.

## **General Administration**

### **Goals**

The 2019-2020 Goals for the General Administration Department are as follows:

- Continue implementation of all Master Plans
- Continue commitment to Downtown Gladstone
- Explore alternative opportunities to assure fiscal health and increase revenue
- Commit to and support the Citizen Based Strategic Plan
- Continue to promote Gladstone as a safe place and provide quality Public Safety services

### **Objectives**

The 2019-2020 Objectives for the General Administration Department are as follows:

- Promote and sustain professional relationships with Departments
- Monitor budget and resources to ensure accountability, efficiency, and effectiveness
- Facilitate the citizen based strategic plan implementation
- Identify and support employee development and educational opportunities
- Develop and implement strategies to improve recruitment and retention of employees
- Lend assistance with implementation of new legislation that affects the City
- Perform activities and tasks related to the overall economic environment of the community
- Work to improve engagement with citizens through the dissemination of information
- Work to analyze and document financial effects of insurance trends
- Develop short/long range replacement plan of parks system amenities
- Continue development of marketing strategies for Linden Square and special City events
- Prepare, edit, and publish two issues of *Gladstone*, a community magazine
- Continue to place an emphasis on basic services that improve the quality of life of Gladstone residents
- Provide professional police, fire, and emergency medical services to all visitors and citizens of Gladstone
- Develop objectives and strategies to enhance safety and security in the community

## **Administration Division Summary**

### **Goals**

The 2019-2020 Goals for the General Administration Division are as follows:

- Continue implementation of all Master Plans
- Continue commitment to Downtown Gladstone
- Explore alternative opportunities to assure fiscal health and increase revenue
- Commit to and support the Citizen Based Strategic Plan
- Continue to promote Gladstone as a safe place and provide quality Public Safety services

## Objectives

The 2019-2020 Objectives for the General Administration Division are as follows:

- Provide a leadership role in the Clay County Consolidated Dispatch Consortium.
- Research and identify revenue sources.
- Remain highly involved in regional issues and with regional organizations such as Mid-America Regional Council, Missouri Municipal League, Missouri City/County Management Association, Clay County Economic Development Council, Clay County Economic Development Alliance, Gladstone Area Chamber of Commerce, Northland Regional Chamber of Commerce, North Kansas City Public School District, and the Missouri City Clerks & Finance Officers Association.
- Coordinate compliance with City's Risk Management Program to prevent losses and mitigate financial impact.
- Coordinate Employee Handbook review.
- Continue providing administrative support for the City's Boards and Commissions.
- Continue development of marketing strategies for Linden Square and special City events.
- Organize, coordinate and participate in the Future Leaders Academy.
- Monitor and update information on City's television station (Channel 2).
- Monitor and update City website.
- Manage the City's social media marketing plan.
- Lend assistance with implementation of new legislation that affects the City.
- Prepare, edit and publish two issues of *Gladstone*, a community magazine.

## Legal Services Division Summary

The 2019-2020 Division Goals for the Legal Services Division are as follows:

- Continue implementation of all Master Plans.
- Continue commitment to Downtown Gladstone.
- Explore alternative opportunities to assure fiscal health and increase revenue.
- Commit to and support the Citizen Based Strategic Plan.
- Continue to promote Gladstone as a safe place and provide quality Public Safety services.

## Objectives

The 2019-2020 Division Objectives for the Legal Services Division are as follows:

- Coordinate successful implementation of Municipal Court policies and procedures as required by state legislation and Missouri Supreme Court.
- Assist with development of a Consolidated Dispatch agreement.
- Create policy for management of antenna leases, including an engineering study at each location and a rent policy for new equipment.
- Oversight of legislative affairs.
- Oversight of Building Commission, Liquor Control Board of Review and Municipal Court operations.
- Monitor and/or represent the city in all liability claims or legal
- Review and/or preparation of all city contracts. Review and/or preparation of all city Resolutions and Ordinances. Review of council Agendas. Provide counsel and advice to Department Heads.

- Support staff/city projects and responsibilities including:
  - Economic development projects.
  - Sunshine Law compliance and records requests.
  - Policies and Employee Handbook.
  - Assist in training and mentoring City Council and City Boards & Commissions.
  - Assist City Clerk with City Code updates.
  - Attend and advise City Boards and Commissions as needed.
  - Oversight of outside legal counsel.

## **Human Resources Division Summary**

### **Goals**

The 2019-2020 Division Goals and Objectives for the Human Resources Division of General Administration are as follows:

- Facilitate citywide human resources, payroll and risk management/financing programs and functions.
- Coordinate the City's participation in the Loss Control Program to ensure maximum compliance.
- Promote a working environment for City employees that encourages productivity, creativity, professionalism, regional cooperation and dedication to providing high quality service to the Gladstone community.
- Continue to promote partnerships and regional leadership.
- Enhance resource management through technology.

### **Objectives**

- Provide HR technical assistance and consultation to all departments regarding recruitment/selection, employee benefits, compensation, training, employee relations, safety, wellness, personnel guidelines and administrative policies.
- Coordinate compliance with the City's risk management program to prevent losses and mitigate financial impact.
- Continue to review, research, recommend, and implement strategies for improvement to total rewards for employees based on the results of the Shaping Our Future Recruitment and Retention Project.
- Administer performance management processes to support structures that ensure employees receive timely and beneficial feedback.
- Administer payroll management processes in a fiscally responsible, efficient and accurate manner.
- Promote healthy lifestyles and wellness through a variety of programs to help employees maintain or improve their health and well-being, improve productivity, innovation and engagement with the vision of enhancing community services.

# Finance

- To support the City functions in the areas of budgeting, accounting, and financial reporting.
  - Research, selection, and implementation of new public administration software
  - Improve financial reporting to City Council, departments, and public
  - Review of financial policies and procedures
  - Continue to be a recipient of the GFOA budget and CAFR awards
  - Continue to cross train within the department
- Provide the public and City Departments with exemplary customer service.
  - Implementation of new utility billing software
  - Implementation of new citizen portal for utility billing
  - Improving the online permitting and implementation of online licensing
  - Completion of water billing transition
  - Continue to cross train within the department
- Operate a Municipal Court that is fair, impartial, transparent, and compliant.
  - Continue to track and analyze the net impact on Municipal Court due to legislation.
  - Facilitate communication with Public Safety to understand support requirements from, and potential impact to, Court arising from implementation of Council goals.
  - Continue cross training between Court functions to ensure continuity.
- Maintain and improve city technology and electronic systems.
  - Research, selection, and implementation of new public administration and public safety software
  - Actively coordinate IT support for Council goals with all departments.
  - Review and enhance IT security.
- Continue Implementation of all Master Plans and Council Goals.
  - Provide coordinated support from Finance in key areas of IT, financing, accounting, and customer service.

## Finance Administration Division Summary

### Objectives

The 2019-2020 Objectives for the Finance Administration Division are as follows:

- Continue Implementation of all Master Plans and Council Goals.
  - Provide coordinated support in key areas of financing, budgeting, and accounting.
- To support the City functions in the areas of budgeting, accounting, and financial reporting.
  - Research, selection, and implementation of new public administration software
  - Improve financial reporting to City Council, departments, and public
  - Review of financial policies and procedures
  - Continue to be a recipient of the GFOA budget and CAFR awards
  - Continue to cross train within the department

# **Municipal Court Division Summary**

## **Objectives**

The 2019-2020 Objectives for the Municipal Court Division are as follows:

- Operate a Municipal Court that is fair, impartial, transparent, and compliant.
  - Continue to track and analyze the net impact on Municipal Court due to legislation.
  - Facilitate communication with Public Safety to understand support requirements from, and potential impact to, Court arising from implementation of Council goals.
  - Continue cross training between Court functions to ensure continuity.

# **Accounting Division Summary**

## **Objectives**

The 2019-2020 Objectives for the Accounting Division are as follows:

- Provide the public and City Departments with exemplary customer service.
  - Implementation of new utility billing software
  - Implementation of new citizen portal for utility billing
  - Improving the online permitting and implementation of online licensing
  - Completion of water billing transition
  - Continue to cross train within the department

# **Information Technology Division Summary**

## **Objectives**

The 2019-2020 Objectives for the Information Technology Division are as follows:

- Actively coordinate IT support for Council goals with all departments.
- Review and enhance IT security.
- Continue Implementation of all Master Plans and Council Goals.
  - Provide coordinated support from Finance in key area of Information Technology.

## **Public Safety**

### **Objectives**

The 2019-2020 Objectives for the Public Safety Department are as follows:

- Identify, develop and implement strategies to promote Gladstone as a safe place.
- Provide professional police, fire, and emergency medical services to all visitors and citizens of Gladstone.
- Develop strategies to enhance safety and security in the community, and reduce the incidents of violent crime.
- Ensure professional standards are maintained by all department personnel through effective systems of accountability.
- Discover opportunities to partner with other departments in the city and public safety agencies in the region to enhance the delivery of services to the community.
- Identify and support employee development, training and educational opportunities.
- Ensure fair and consistent application of policies.
- Monitor the department budget and resources to ensure accountability, efficiency, and effective service delivery.
- Develop and implement strategies to improve recruitment and retention of employees.
- Ensure the Public Safety Department is accessible to citizens and promotes trust with all segments of the community.

## **Public Safety Administration Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Public Safety Administration Division are as follows:

- Develop and implement strategies designed to promote Gladstone as a safe place
- Maintain accreditation of Law Enforcement Services through the Commission on Accreditation of Law Enforcement Agencies (CALEA) and State Certification for Law Enforcement through Missouri Police Chiefs Charitable Foundation (MPCCF).
- Ensure the Public Safety Department is accessible and responsive to the needs of the community.
- Maintain an ongoing process of developing, reviewing, analyzing, and revising (where needed) policies to minimize exposure to risk in department operations.
- Employ the Citizen Survey Program to ensure quality control in the delivery of emergency services.
- Ensure fair and consistent application of policies throughout department.
- Participate in regional initiatives and programs designed to enhance public safety.

## **Support Services Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Support Services Division are as follows:



- Continue partnership with apartment complex owners/management and other city departments to ensure compliance with the Multi-Family Housing Ordinance.
- Officers in the Community Policing/Crime Prevention Unit will establish relationships with business owners to enhance safety.
- Continue community outreach programs such as "Coffee with a Cop," "Pies with Police," "Shop with a Cop" and "Read with a Cop" to strengthen bonds with citizens.
- Continue to educate apartment complex managers/owners of the benefits of the Safe Residence Program and bring two additional apartment complexes to Phase III.
- Provide regional leadership through participation in the management of the Metropolitan Area Regional Radio System (MARRS) to maintain public safety radio interoperability among agencies in the region.
- Identify and pursue grant-funding opportunities to augment resources available to the department.
- Promote citizen involvement and engagement through Volunteer in Police Services (VIPS) program by recruiting at least two more citizens into the program.
- Collaborate with and provide support to the public safety programs through the Mid-America Regional Council (MARC) for updating/enhancing the regional 911 system.
- Review and evaluate procedures in the Records Unit to improve efficiency in service delivery and support of department operations.
- Continue participation in the Commission on Accreditation of Law Enforcement Agencies (CALEA) and the Missouri State Certification program offered through the Missouri Police Chiefs Association Charitable Foundation to sustain professional standards processes.
- Support the Northland Center for Advanced Professional Studies (CAPS) by accepting interns interested in public safety-related careers and engaging them in meaningful experiences in their participation.
- Participate in career fairs and other recruiting events in the region.
- Continue partnerships with local colleges/universities for meaningful internships for students with the department.
- Review all criminal incident reports and ensure effective criminal investigation strategies are implemented with proper supervisory follow-up to enhance the safety and security of residents and visitors in Gladstone.
- Review all open and inactive violent crime cases to collect information to properly clear and/or close each criminal case.
- Maintain active participation in the Western Missouri Cyber Crimes Task Force (WMCCTF) as a tool to combat Internet and computer-based crime and demonstrate regional leadership and collaboration with other law enforcement agencies.
- Collect and analyze intelligence information related to illegal narcotic activity and forward information to the Missouri Western Interdiction Narcotics (MoWIN) Task Force and Clay County Investigative Squad (CCIS) for follow-up and aggressively investigate narcotic-related crime, increasing arrests for narcotic offenses.
- Analyze crime data to identify "hot spots," crime trends, suspects involved in multiple offenses, associations among criminals, and other relevant information related to crime in Gladstone to be used for resource deployment.
- Share relevant intelligence on crime with other local and regional law enforcement intelligence gathering organizations such as Missouri Information Analysis Center (MIAC) and the Kansas City Regional Fusion Center (KCRFC).
- Maintain property/evidence storage area in compliance with professional standards and to maximize available space, ensure the timely return of personal property to the rightful

owners, and ensure the integrity of the evidence holding facility is maintained, and provide the timely disposal of evidence/property held by the department.

- Actively participate in the FBI Heart of America Regional Computer Forensic Laboratory (HOARCFL) by providing support and personnel to assist in their mission leveraging digital evidence in crime fighting.
- Support the efforts of patrol officers by sharing information that impacts neighborhood patrols and provide feedback on the results of the investigations of criminal cases to the original reporting officer
- Participate in the Mid-America Regional Council (MARC) Complex Coordinated Terrorist Attack (CCTA) planning and exercise program funded by a federal grant for the region by attending planning meetings, exercises and information-sharing meetings.

## **Police Field Services Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Police Field Services Division are as follows:

- Evaluate, improve, and pursue innovative employee recruitment and retention strategies.
- Review policies related to police response to active shooter incidents and continue training evolutions with Fire/EMS Division personnel.
- Identify vulnerable locations within the city that may be considered as high risk targets using the Kansas City Regional Fusion Center Asset Protection Response System (APRS) with diagrams and relevant information on buildings/property.
- Participate in the Mid-America Regional Council (MARC) Complex Coordinated Terrorist Attack (CCTA) evaluation, training and exercises.
- Participate in community outreach programs such as “Coffee with a Cop,” “Cocoa with a Cop,” “Shop with a Cop,” etc.
- Reinforce “community service” attitude with all personnel.
- Maintain effective communication with law enforcement partners in the region to enhance information sharing.
- Train law enforcement personnel in the regional response to civil disturbance.
- Train all law enforcement personnel in Crisis Intervention Team (CIT) tactics.
- Increase the number of municipal fugitives apprehended to reduce the number of active municipal warrants on file.
- Apply for grant funding for enforcement of hazardous moving violations, DUI, occupant safety enforcement (seat belt), and other traffic safety programs to reduce the number of crashes, injuries, and improve traffic safety in the community.
- Provide high visibility traffic enforcement on primary roadways during peak times of traffic movement.
- Aggressively enforce impaired driving laws to enhance safety in Gladstone.
- Provide a significant leadership role among law enforcement agencies in the region.

## **Fire/Emergency Medical Services Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Fire/Emergency Medical Services Division are as follows:

- Review and evaluate all division Standard Operating Procedures (SOPs) and revise as needed for improvement of service delivery.
- Evaluate, enhance and expand the semi-annual paramedic competency program; including advanced EKG interpretation, advanced airway management skills, and knowledge of medical protocols.
- Partner with other Fire/EMS agencies for training opportunities that are mutually beneficial and enhances relationships.
- Continue providing free blood pressure checks for all citizens.
- Promote community CPR program (“Hands Only”) to improve community awareness and response to cardiac events.
- Continue pre-plan inspections by firefighting crews to identify strategies in response to emergencies at high-risk facilities (schools, churches and commercial buildings)
- Improve and expand recruiting efforts to identify the most competent and qualified candidates for employment with the department.
- Continue “in-house” training programs to expand the skills and competency of all personnel in the division.
- Promote Gladstone as a safe community through an aggressive fire inspection program.

## **Animal Control Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Animal Control Division are as follows:

- Increase animal adoptions by five percent over previous year.
- Provide public education on pet issues through the use of emerging sources of communication, such as Facebook, *Coming Home to Gladstone* biannual magazine, Petfinder.com, periodic ads in local newspapers, booths at public events/festivals, participation in and support of *Walk 'N Wag* event, press releases, presentations at local schools and community groups, and the community cable access channel.
- Improve collaboration between police officers and animal control officers through frequent meetings, engaging supervisory personnel in Animal Control Division operations, and providing additional training for officers to handle aggressive animals.
- Partner with Community Policing/Crime Prevention Unit to ensure pets in multi-family complexes are receiving proper care, are properly licensed, and comply with all applicable ordinances.
- Establish new written policies for Animal Control services, providing flexibility in animal adoptions.
- Expand the volunteer program at the animal shelter through the Volunteers in Police Services (VIPS) program.
- Partner with North Kansas City School District in a Work Experience Program.
- Work with other animal organizations/rescue groups such as KC Pet Project and Wayside Waifs to improve pet adoptions.
- Monitor regional and local trends regarding regulations/ordinances related to animal control in urban areas.

## **Public Works**

### **Objectives**

The 2019-2020 Objectives for the Public Works Department are as follows:

- Continue to provide exceptional customer service by providing timely, courteous, and professional responses to the inquiries and concerns of citizens and other departments.
- Continue the implementation of all City Master Plans.
- Assist in the preparation of the 5-year capital improvements plan.
- Oversee the construction of critical capital projects including:
  - Annual Street Maintenance Program
  - Rock Creek Greenway Trail – Phase 2
  - Shoal Creek Trail from Happy Rock Park to N. Brighton in cooperation with KCMO.
  - Old Pike Road Improvements
  - NE 76<sup>th</sup> Street Improvements
  - Water and Sewer Main Replacements
- Develop and implement innovative strategies to repair/replace asphalt to reduce the frequency of potholes.
- Promote Gladstone as a safe place by assisting the Public Safety Department with traffic related issues.
- Support the Community Development Department in the enforcement of codes and the development of an innovative housing strategy.
- Assist in the implementation of “Shaping Our Future” and work to develop a clear identity (brand) for the future.

## **Public Works Administration Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Public Works Administration Division are as follows:

- Provide office support for all divisions of the Department of Public Works.
- Provide exceptional customer service for citizen inquiries and concerns.
- Continue operation and oversight of the Regional Brush/Yard Waste Facility.
- Implement the recommendations of the City’s master plans.

## **Engineering Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Engineering Division are as follows:

- Implement cost-effective, innovative, environmentally sensitive designs in support of City Council goals.
- Facilitate construction of public improvement projects outlined in the CIP, including Shoal Creek Trail, Old Pike Road and NE 76<sup>th</sup> Street.
- Continue to provide engineering and technical services to all City departments.
- Increase public awareness of the City's NPDES storm water program as required by the Missouri Department of Natural Resources.
- Assist in implementing the City's master plans.
- Identify and pursue grant and other funding opportunities for capital improvements projects.
- Oversee the City's annual street maintenance program.
- Support Public Safety in the development of traffic calming strategies.

## **Streets and Storm Water Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Streets and Storm Water Division are as follows:

- Continue to maintain City infrastructure with an additional emphasis on street maintenance including:
  - Asphalt and pothole repairs.
  - Repair and replacement of sidewalk, curbs, and gutters.
  - Upgrades to street signs in accordance with new regulations.
  - Maintenance of City-owned street lights and traffic signals.
  - Maintenance of right of way including weed control, mowing, and sweeping of street network.
- Increase effectiveness of street repairs to reduce the reoccurrence of potholes.
- Clean, inspect, and map all storm water structures (NPDES requirement).
- Provide effective and efficient snow/ice control.
- Implement the recommendations of the sidewalk master plan and the storm water master plan.

## **Garage Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Garage Division are as follows:

- Specify and purchase new vehicles including environmentally sensitive vehicles and equipment, with input from departments.
- Continue to provide a high quality maintenance program in the most cost effective manner.
- Develop and implement policies and procedures to support loss-control program (e.g., snow removal equipment training for all departments.)

# **Community Development**

## **Objectives**

The 2019-2020 Objectives for the Community Development Department are as follows:

- Consider and pursue opportunities to improve the intersections at 72<sup>nd</sup> and M-1 Highway.
- Continue to attract and enhance development of the downtown area.
- Improve and implement a housing strategy that increases density and provides desirable housing stock.
- Review and update all Community Development policies and procedures.
- Increase Community Awareness of Property Maintenance and Code Enforcement
- Improve code enforcement efficiency by process modification.
- Create a part-time position for commercial enforcement and business relations.
- Increase and improve code enforcement presence within the community.
- Improve the perception of the City of Gladstone through a comprehensive messaging strategy.

## **Community Development Administration Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Community Development Administration Division are as follows:

- Strive to treat all customers with respect, honor commitments, take responsibility, and return calls within one business day.
- Research and implement innovative ideas in how Gladstone can continue to develop and stay competitive in the broader region.
- Educate all boards and commissions and the public in general about planning trends and issues.
- Identify ways to encourage and cultivate a better quality of life for Gladstone residents.
- Educate the public regarding city processes, including code enforcement, variance requests, and zoning-related requests.
- Take an active role in economic development related initiatives.
- Continue encouraging development activity in the Downtown as well as redevelopment of the City's major corridors.
- Resident education on city codes, permits and neighborhood events through Gladstone Dispatch news articles, Gladstone Neighborhoods facebook page, and informational brochures.

## **Code Enforcement Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Code Enforcement Division are as follows:

- Maintain high compliance rate by continuing to encourage community pride through beautification and property maintenance with both residential and commercial property owners.

- Respond to citizen requests and complaints in a fair and equitable manner.
- Provide maximum support services for all divisions of Community Development and other departments in the City.
- Continue to alleviate code enforcement issues in a proactive manner.
- Perform building inspections within two hours of request unless otherwise required by a contractor.
- Maintain Neighborhood and Multi-Family Neighborhood Organization program.
- Continue to review building and construction codes.
- Seek further education/training to better serve the public.
- Work with all neighborhoods to encourage revitalization and safety.

# **Parks, Recreation, and Cultural Arts**

## **Objectives**

The 2019-2020 Objectives for the Parks, Recreation and Cultural Arts Department are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Parks, Recreation and Cultural Arts Administration Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Parks, Recreation and Cultural Arts Administration Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks and Recreation administrative personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Recreation Division Summary**

### **Objectives**



The 2019-2020 Objectives for the Recreation Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Parks Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Parks Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.
  - Continue to contract/bid/renovate parks and facilities with the \$685,000 park improvement funds.

## **Senior Activities Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Senior Activities Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Cultural Arts Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Cultural Arts Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Community Center**

### **Objectives**

The 2019-2020 Objectives for the Community Center and Parks Tax Fund Department are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Community Center personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Community Center Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Community Center Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Natatorium/Indoor Pool Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Natatorium/Indoor Pool Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## **Outdoor Pool Division Summary**

### **Objectives**

The 2019-2020 Objectives for the Outdoor Pool Division are as follows:

- Receive the Shaping Our Future report and begin implementation while working to develop a clear identity (brand) for the future. (Council Goal)
- Continue a commitment to Gladstone Linden Square (Downtown) and commercial corridors through innovative strategies and partnerships. (Council Goal)
  - Administration of the Community Center as an integral part of the Downtown Center. Hosting events that draw visitors to the area and meticulously maintaining the facility.
- Continue to promote Gladstone as a safe place. (Council Goal)
  - Parks, Recreation and Cultural Arts personnel will work closely with Public Safety to maintain safety.
- Begin development of an organizational scorecard to measure success and identify opportunity. (Council Goal)
  - Development of a facility survey to ensure facility is meeting the needs of customers and staff; to include customer service, maintenance and safety of facility.

## Objectives

The 2019-2020 Objectives for the Water Department are as follows:

- Continue to provide exceptional customer service by providing timely, courteous, and professional responses to citizen's inquiries and concerns.
- Continue to monitor, sample, and test water to ensure water quality meets or exceeds all state and federal guidelines.
- Prepare all necessary reports to meet all state and federal guidelines.
- Respond to water and sewer related emergencies in a timely and professional manner.
- Maintain water and sewer facilities including water meters, water mains, sanitary sewer mains, fire hydrants, valves, and manholes.
- Perform utility locates of City owned utilities in a timely and accurate manner.
- Assist in the implementation of the recommendations contained in the water distribution system master plan.
- Continue to update mapping within the online GIS system.
- Continue to use and seek ways to improve the citizen inquiry system.
- Flush and clean 25% of the City's sanitary sewer system to meet risk management guidelines.
- Provide support services to assist in the installation of new water and sewer mains.

## Water Production Division Summary

### Objectives

The 2019-2020 Objectives for the Water Production Division are as follows:

- Continue to monitor, sample and test water to ensure water quality meets or exceeds all state and federal guidelines.
- Identify and budget for improvements to the security of the plant, well fields, and towers.
- Prepare all necessary reports, including the Consumer Confidence Report, to meet state and federal guidelines.
- Research ways to incorporate environmentally friendly procedures at the water plant.
- Manage and operate the City's 100 kW solar array.
- Evaluate lime solids handling and disposal policies and procedures.

# **Water Operations Division Summary**

## **Objectives**

The 2019-2020 Objectives for the Water Operations Division are as follows:

- Respond to all emergency situations relating to the water distribution system in a timely manner.
- Flush and inspect all city fire hydrants.
- Inspect all water valves and identify and repair deficiencies.
- Maintain all necessary records to meet Department of Natural Resources requirements.
- Perform all requested locates in a timely and accurate manner.
- Improve timeliness of restoration work following water main repairs, with target of two weeks (weather permitting.)
- Continue to update mapping within the online GIS system.

# **Sewer Collections Division Summary**

## **Objectives**

The 2019-2020 Objectives for the Sewer Collections Division are as follows:

- Flush and clean 25% of the City's sanitary sewer system to meet risk management guidelines.
- Respond to all reported sewer blockages or backups in a timely manner.
- Monitor all known trouble areas for grease build-up and implement preventative maintenance techniques.
- Oversee root control program.
- Perform point repairs of sewer main locations identified as high priority by video inspection.
- Identify areas of sewer mains for cured-in-place pipe lining.
- Improve procedures and keep accurate records for the Missouri Department of Natural Resources.
- Assist in master plan implementations.
- Continue to update mapping within the online GIS system.
- Continue to use and seek ways to improve the citizen inquiry system.



***Department of Public Safety  
Administration  
Memorandum MJH 20-01***

**DATE:** January 7, 2020

**TO:** Scott C. Wingerson, City Manager

**FROM:** Chief Michael J. Hasty, Director of Public Safety *mjh*

**CC:** Chris Williams, City Attorney  
Division Chief Sean Daugherty, Fire/EMS Division Commander  
Charlene Leslie, Human Resources Administrator  
File

**RE:** PARAMEDIC EDUCATION – CLINICAL FIELD-BASED TRAINING SITE

In 2012, the City of Gladstone entered into an agreement with the University of Iowa to recognize the ambulance service operated in the Public Safety Department as a Clinical Field-Based Training Site for their paramedic education program. Similar agreements were entered into with the Central Jackson County Fire Protection District in 2014 and the University of Missouri – Kansas City in 2018. These partnerships have been very successful and have proven to be an excellent venue for recruiting paramedic candidates.

The Public Safety Department has been approached by individuals representing state-approved and accredited paramedic education programs at the Excelsior Springs Career Center and the Junior College District of Metropolitan Kansas City a/k/a Metropolitan Community Colleges (MCC) to serve as their Clinical Field-Based Training Site as well. I believe pursuing partnerships with these institutions would be mutually beneficial and would enhance our recruitment efforts for paramedic/firefighters. I believe the fact these paramedic education programs seek such a partnership with our department speaks to the excellent reputation our ambulance service has earned in the region.

Division Chief Sean Daugherty will provide a brief update on this program to the City Council during the Study Session on Monday, January 13, 2020. Also, bills will be on the Regular City Council Meeting Agenda that night seeking an ordinance authorizing you to sign agreements with the Excelsior Springs Area Career Center and the Metropolitan Community Colleges (MCC) allowing the Public Safety Department to serve as a Clinical Field-Based Education Site for their paramedic programs. I support the partnerships the Public Safety Department has with these educational institutions and recommend both agreements be approved. Please advise if you need further information.



***Department of Public Safety  
Fire/EMS  
Memorandum 20-01-SCD***

**DATE:** 01/06/2010

**TO:** Director Mike Hasty

**FROM:** Division Chief Sean Daugherty

**RE:** Study Session-Clinical Site Additions

**Director,**

**I will be presenting a short ten-minute presentation to council members in the upcoming City Council Meeting on the becoming clinical field sites for both Penn Valley and Excelsior Springs Paramedic Programs. These sites would be in addition to the currently schools we already have agreements in place with such as the University of Iowa, the University of Missouri Kansas City, and Central Jackson County. The presentation will cover the following.**

- **Introduction to the top of Field Clinicals**
- **Current Agreements that are in place, U of I, UMKC, and CJC**
- **Benefits of the program**
- **Results**
- **Alignment of council goals**

**I will use a brief powerpoint for each of these bullet points and field any questions that the council may have.**

**Respectfully,**

**Division Chief Daugherty**



## FIELD CLINICAL SITE



### WHAT IS INVOLVED IN BECOMING A PARAMEDIC:

- FIRST HAVE TO BE TRAINED AT THE EMT-B LEVEL
- SCHOOL MUST BE A STATE APPROVED TRAINING PROGRAM NOT ONLY MEETING STATE REQUIREMENTS BUT ALSO THAT OF THE NATIONAL REGISTRY OF EMTS-(GOVERNING BODY FOR MOST STATES)
- SCHOOLS RANGE FROM
- STUDENTS MUST THEN COMPLETE ANY WHERE FROM 300-600 FIELD CLINICAL HOURS WITH AN APPROVED SITE BEFORE THEY ARE ALLOWED TO TAKE THEIR PRACTICAL EXAMINATION AND SIT FOR THEIR WRITTEN EXAM.

### CURRENT AGREEMENTS WITH SCHOOLS

- UNIVERSITY OF IOWA –SINCE 2012
- CENTRAL JACKSON COUNTY –SINCE 2014
- UNIVERSITY OF MISSOURI KANSAS CITY (UMKC)-SINCE 2018

### SCHOOLS THAT WOULD LIKE TO PARTNER WITH US AS A FIELD CLINICAL SITE

- METROPOLITAN COMMUNITY COLLEGE-PENN VALLEY
  - STUDENTS REQUIRE TO COMPLETE 360 HOURS OF FIELD INTERNSHIP
- EXCELSIOR SPRING SCHOOLS ADULT LEARNING CENTER
  - STUDENTS REQUIRE TO COMPLETE 560 HOURS OF FIELD INTERNSHIP

### BENEFITS

- STUDENTS ARE EXPOSED TO GREAT CLINICAL EXPERIENCE
- OUR MEDICS GET TO ASSIST IN THE TEACHING OF THE STUDENTS THROUGH THE FIELD CLINICAL TRAINING-MAKING OUR MEDICS BETTER AT THE SAME TIME
- GREAT EXPOSURE FOR US AS A EMPLOYER
- WE CAN START OUR RECRUITMENT EARLY AND GET THE CREAM OF THE CROP

OUR LAST THREE HIRES IN THE DIVISION HAVE BEEN TWO STUDENTS FROM UMKC PROGRAM AND ONE FROM CJC'S PROGRAM. THESE THREE STUDENTS HAVE BEEN GREAT HIRES AND JUST RECENTLY COMPLETED THE FFI & FFFII PROGRAM FOR OUR DEPARTMENT.

TO BE MORE COMPETATIVE IN RECRUITMENT WE HAVE STARTED TO LOOK MORE INTENSIVE WAYS OF RECRUITMENT AS ONE OF THE COUNCILS GOALS FOR 2020 ALONG WITH RETAINMENT.



**MINUTES  
REGULAR CITY COUNCIL MEETING  
GLADSTONE, MISSOURI  
MONDAY, DECEMBER 9, 2019**

**PRESENT:** Mayor Carol Suter  
Mayor Pro Tem Jean Moore  
Councilman Bill Garnos  
Councilman R.D. Mallams  
Councilman Kyle Yarber

City Manager Scott Wingerson  
Assistant City Manager Bob Baer  
City Clerk Ruth Bocchino  
Attorney Chris Williams

**Item No. 1. On the Agenda.** Meeting Called to Order.

**Mayor Suter** opened the Regular City Council Meeting Monday, December 9, 2019, at 7:30 pm in the Gladstone City Council Chambers.

**Item No. 2. On the Agenda.** ROLL CALL.

All Councilmembers were present.

**Item No. 3. On the Agenda.** PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.

**Mayor Suter** asked all to join in the Pledge of Allegiance to the Flag of the United States of America.

**Item No. 4. On the Agenda.** Approval of Agenda.

The Agenda was approved as published.

**Item No. 5. On the Agenda.** Approval of the November 25, 2019, Closed City Council Meeting Minutes.

**Councilman Mallams** moved to approve the minutes of the November 25, 2019, Closed City Council meeting as presented. **Mayor Pro Tem Moore** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

**Item No. 6. On the Agenda.** Approval of the November 25, 2019, Regular City Council Meeting Minutes.

**Mayor Pro Tem Moore** moved to approve the minutes of the November 25, 2019, Regular City Council meeting as presented. **Councilman Mallams** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

## **REGULAR AGENDA.**

**Item No. 7. On the Agenda.** Communications from the Audience.

There were none.

**Item No. 8. On the Agenda.** Communications from the City Council.

**Councilman Yarber** stated: *"Thank you. I attended the last two days of what they call Climate Change Academy, which was offered through the Association of Climate Change Officers in conjunction with the Mid America Regional Council. It could very easily turn into a long discussion if I tried to bring up everything; but one thing that did come up that was very interesting is that municipalities, when they are getting their financial ratings, the ratings for bonds and things like that, increasingly are asked about their climate change plans. Even municipalities in the area are already experiencing that; if you don't have a plan for climate change, you will find yourself getting lower ratings. It is being taken very seriously by financial institutions. Also, the season for the Atkins-Johnson Farm and Museum is quickly coming to an end, but they have two great events coming up this Saturday on the 14<sup>th</sup>. From noon to 3:00 they have cookies and photos with Santa and Mrs. Claus. This is a lot of fun every year. You can also get pictures. Saturday evening, from 7:00-9:00, they have family holiday night. They will have music, they will do a candlelight trail, they will have all kinds of fun activities going on and that will be the last activity taking place at the farm this year, until next spring."*

**Councilman Mallams** stated: *"Thank you, Mayor. I would just like to take this opportunity to personally thank our Board and Commission members."*

**Councilman Garnos** stated: *"Thank you, Mayor. I didn't have anything but I'm going to end up ditto-ing what Councilman Mallams said."*

**Mayor Pro Tem Moore** stated: *"Thank you. I would just like to pause for a moment to honor Marilyn Ahnefeld. Marilyn served this city admirably as City Clerk for 40 years and her death leaves a big gap in all of our hearts. She and her husband Bud have been fierce and loyal supporters of this city forever; whether it's Chamber events, Theater in the Park, all of our festivals; all city initiatives; they have been there and done the work and been supporters and been the biggest cheerleaders for Gladstone. Marilyn will be deeply missed."*

**Mayor Suter** stated: *"I'm privileged to live in the same neighborhood with Marilyn. She served as the city's Mrs. Santa Claus for a number of years and Bud shared a great story with her unpacking it this year knowing it was being passed on and she would never do it again. It was heart-wrenching."*

*"I'd like to thank everyone who was involved and participated in the Mayor's Christmas Tree Lighting. We had a great event. Staff did a great job. This year we had to be really flexible because our MC, Joe Lauria, did us live and did his weather report live from the podium so we had to be pretty flexible about how we managed that thing. It turned out really great. It was kind of a foggy night, but we got some great television coverage for that event and that is always good for the City of Gladstone. Saturday, the brand new Wendy's Restaurant that is on Antioch, North Prospect, had their grand opening. They had a wonderful event. It was my privilege to get to help them cut the ribbon. Like most of the new stores and refurbished stores in Gladstone, they already have been off to the best start. Better than they imagined they could at that location. Again, they were so complimentary of what a great staff we have and that this was the best deal they had worked on in years. The franchise company that owns that franchise has over 400 franchises across the country, so when they say that Gladstone was the best, most helpful city they ever worked with, that is really quite a compliment. Hear, hear, to our staff. Great job. I wanted to remind people that we have two new pedestrian crossings open in Gladstone. I know Councilman Yarber championed one at the corner of Broadway and 72<sup>nd</sup> Street, which took a bit to construct. It's done, it looks great. There is a new pedestrian crossing with a light at Happy Rock Park so you can cross from East to West that was just finished about a week ago, officially. That looks really great. This week is the Keystone Awards that the Clay County Economic Development Council awards and three projects in Gladstone are being awarded this year. This is for new construction projects that are particularly outstanding, both for the way they look and the way they serve their communities. The Mid Continent Library, its refurbished building is being honored. The iWerx Building, the shared works space, and Hobby Hill Park, of course, which is one of city's most fun and interesting projects, will be honored as well. Our law enforcement department, I want to make sure I get this right, for the 7<sup>th</sup> year; exciting things, the Commission on Accreditation for Law Enforcement Agencies, CALEA, is the gold standard of accreditation for Public Safety Departments in the county and this is the 7<sup>th</sup> year that we have applied and achieved accreditation through them. Congratulations to our Public Safety Department. We always work hard at Gladstone to be the best we can be and to provide the best service we can to our community and this is good evidence that we are accomplishing that; not only in our own estimation, but in the eyes of the rest of the world as well. Congratulations Director Hasty to you and your folks. Of course, I would like to express Happy Holidays to everybody. We won't be meeting as City Council again until the New Year. This is our last opportunity to wish you all Happy Holidays."*

**Item No. 9. On the Agenda.** Communications from the City Manager.

City Manager Scott Wingerson stated: *"Thank you, Mayor. I was listening to the Council talk about the things going on in the community and, I don't know if you realize it or not, but you complemented good news from each of the six operating departments and of course your comments today. Good job to all those involved. Well done, and thank you to the Council for recognizing some of those accomplishments over the year. As the Mayor said, this is the last*

*scheduled public meeting of the year. We will be closed on the 24<sup>th</sup> and 25<sup>th</sup> of December for the Christmas holiday and January 1<sup>st</sup> for the New Year's holiday. We wish everybody a safe and happy time with their families. Thank you."*

**Item No. 10. On the Agenda. RECOGNIZE OUTGOING BOARDS AND COMMISSION MEMBERS.**

**Mayor Suter** stated: *"We want to take a minute to recognize a couple of our outgoing Board and Commission members. For those of you who are coming in new, eventually there is a time your term ends. We have a couple of folks who served us for a long time and so I want to take this opportunity to recognize them. Joanne Bryant was not able to join us; I didn't see her come in. She has served for 15 years on the Parks and Recreation Board and so we will catch up with her later. Joe Coleman is here. I'm going to ask Joe to come up front."*

**Mayor Suter** presented a plaque to Mr. Coleman for his service on the Board of Zoning for eight years and stated: *"Joe is a great example of what makes Gladstone such a great place to live. We have the highest percentage of people over the age of 65 than any other city in the region. That is because Gladstone is a great place to age in place and people age in place here well because we have lots of great community activities and services. It's people like Joe who have a great attitude of continuing to be involved into his later years and that keeps people healthy and happy for a much longer time. We really appreciate your service, Joe."*

**Item No. 11. On the Agenda. APPOINT BOARDS AND COMMISSION MEMBERS.**

**Mayor Suter** read the re-appointments and new appointments (see attached) and thanked all the participants in the audience and online. The meet and greet for Boards and Commissions is January 23 at Summit Grill.

**Item No. 12. On the Agenda. APPROVE BUILDING PERMIT:** Little Caesars 6700 North Oak Trafficway.

City Manager Wingerson stated: *"There is a packet at your place that has updated renderings. That was substituted late. It's the old Verizon building on North Oak and staff is recommending approval."*

**Mayor Suter** stated: *"Can you point out what's different? It didn't immediately strike me as to what is different."*

Alan Napoli approached Council and stated: *"The look is not different. If you take a look at the upper left drawing, you will see a four foot overhang. In the new drawing, that is gone. Basically, they are bringing it back so you won't have that four foot overhang. That is all they are doing, they are going to match what is existing there now. That is the only difference; they are taking that back two foot. The structure and look stays the same."*

**Mayor Pro Tem Moore** moved to approve the Building Permit for Little Caesars, 6700 North Oak Trafficway. **Councilman Yarber** seconded. The Vote: "aye", Councilman Kyle Yarber,

Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

**Mayor Suter** stated: *"Thank you. The Building Permit is approved. We look forward to Little Caesar's new digs. They aren't new to Gladstone, they closed their previous store, but this is the reuse of an existing empty building. We appreciate that."*

**Item No. 13. On the Agenda.** Other Business.

There was no other business to come before the Council.

**Item No. 14. On the Agenda.** Adjournment.

**Mayor Suter** adjourned the December 9, 2019, Regular City Council meeting at 7:48 pm and reconvened the Closed Session.

Respectfully submitted:

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Ruth E. Bocchino, City Clerk

Approved as presented: \_\_\_\_

Approved as modified: \_\_\_\_

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Mayor Carol J. Suter



## **Gladstone Fire Fighters IAFF Local #3228**

Mike Rogers  
*President*

Travis Wessel  
*Vice-President*

Andy Bettis  
*Secretary-Treasurer*

**January 03, 2020**

**To:** The City Council of Gladstone, Mo; City Manager Scott Wingerson; Director of Public Safety Mike Hasty; and our dedicated citizen group Shaping our Future

**From:** IAFF Local 3228 Executive Board

On behalf of the 32 members of Gladstone Firefighters IAFF Local #3228, we want to say thank you for your continued support. This past year, through our labor management agreement, we were able to make great accomplishments. We established an aggressive pay structure that will help aid in retention and recruitment.

The men and women of IAFF Local #3228 have dedicated their lives to the citizens of Gladstone and appreciate the support you have given us throughout the years. We look forward to continuing our commitment at making this community safer!

Sincerely,

Mike Rogers  
Local 3228 President

Travis Wessel  
Local 3228 Vice-President

Andy Bettis  
Local 3228 Secretary-Treasurer

## **RESOLUTION NO. R-20-01**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE ETC INSTITUTE FOR THE PURPOSE OF CONDUCTING A CITIZEN SATISFACTION SURVEY IN THE AMOUNT OF \$18,500.00.**

**WHEREAS**, the ETC Institute will work with City staff to design a survey instrument to objectively measure satisfaction with city services and to gather input about priorities for the community that can be used in conjunction with the beginning phases of the Comprehensive Plan; and

**WHEREAS**, the ETC Institute will design the sampling plan in a manner that ensures the completion of at least 400 surveys from a random sample of households in the City of Gladstone; and

**WHEREAS**, the ETC Institute will administer the survey by a combination of mail, phone, and Internet; and

**WHEREAS**, the ETC Institute will provide a copy of the overall results for each question on the survey; and

**WHEREAS**, the proposal received from the ETC Institute in the amount of \$18,500.00, which includes all options, has been determined by the City Manager to be a fair proposal.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:**

**THAT**, the City Manager of the City of Gladstone, Missouri, is hereby authorized to execute a contract with the ETC Institute, for work as outlined in the attached proposal documents for a total amount not to exceed \$18,500.00.

**FURTHER THAT**, funds for such purpose are authorized from the General Fund.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 13<sup>TH</sup> DAY OF JANUARY, 2020.**

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Mayor Carol J. Suter

ATTEST:

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Ruth E. Bocchino, City Clerk





## *Request for Council Action*

RES ☒ # R-20-01

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 1/7/2020

Department: Community Development

Meeting Date Requested: 1/13/2020

Public Hearing: Yes ☐ Date:

Subject: Citizen Satisfaction Survey – ETC Institute

Background:

As City Staff prepares to kick-off the Comprehensive Plan Update in 2020, we are seeking professional services from the ETC Institute to conduct a Citizen Satisfaction Survey. The ETC Institute will work with City Staff to design a survey to objectively measure satisfaction with city services and to gather input about priorities for the community that can be used in conjunction with the beginning phases of the Comprehensive Plan Update. The ETC Institute will design a sampling plan in a manner that ensures the completion of at least 400 random surveys. These surveys will be administered by mail, phone and internet. The proposal received by the ETC Institute is in the amount of \$18,500, which includes all options. Historically, we have used the ETC Institute to conduct citizen surveys.

Budget Discussion: Funds are budgeted in the amount of \$ 18,500 from the General Fund. Ongoing costs are estimated to be \$ 0 annually. Previous years' funding was \$0

Public/Staff Input/Commission:

In 2019, the Planning Commission fully endorsed a Comprehensive Plan Update and this Citizen Satisfaction Survey is a component of the project.

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Austin Greer, Assistant To the City Manager/Planning Administrator  
PC SW  
City Attorney City Manager



## **ETC INSTITUTE**

MARKETING RESEARCH, DEMOGRAPHY, STATISTICAL APPLICATIONS

725 W. FRONTIER CIRCLE, OLATHE, KANSAS 66061  
(913) 829-1215 FAX: (913) 829-1591

December 12, 2019

Mr. Austin Greer  
Assistant To the City Manager/Planning Administrator  
City of Gladstone  
7010 N. Holmes Street  
Gladstone, MO 64118  
Phone: (816) 423-4102

**Subject: Proposal to Conduct a Community Survey for the City of Gladstone**

Dear Mr. Greer:

ETC Institute is pleased to submit a scope of work and fees to conduct a community survey for the City of Gladstone. If selected for this project, ETC Institute will provide the following services:

**Task 1: Design the Survey and Prepare the Sampling Plan.** Task 1 will include the following services:

- Working with City staff to develop the content of the survey. Although ETC Institute will tailor the survey to the City's needs, our firm will provide sample questions from other communities to make the development of the survey instrument as easy as possible. It is anticipated that 3-4 drafts of the survey will be prepared before the survey is approved by the City. The survey will be 6-7 pages in length.
- Participating in meetings by phone to develop the survey.
- Conducting a pilot test of the survey to ensure the questions are understood by residents. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey.
- Selecting a random sample of residents to be contacted for the survey. The sample will be address-based and will include residents with traditional land-lines and those that only have cell phones.

**Deliverable Task 1.** ETC Institute will provide a copy of approved survey instrument.

**Task 2: Administer the Survey.** Task 2 will include the following services:

- ETC Institute will administer the survey by a combination of mail, Internet and phone.
- ETC Institute will mail the survey and a cover letter (on City letterhead) to a random sample of households in the City. Only one survey per household will be sent. Postage-paid envelopes will be provided by ETC Institute for each respondent. The City will provide a cover letter for the mailed survey. The cover letter will contain a link to an online version of the survey. Residents who receive the survey will have the option of returning the printed survey by mail or completing it on-line.
- Approximately 7-10 days after the surveys are mailed, ETC Institute will follow-up via e-mail and/or phone with households that received a mailed survey. ETC Institute will continue following up with households until reaching the targeted number of completed surveys. Listed below is the sampling plan for your consideration:
  - A sample of 400 completed surveys will provide results that have a margin of error of +/-5% at the 95% level of confidence at the City level.
- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to age, geographic dispersion, gender, race/ethnicity and other factors.

Deliverable Task 2. ETC Institute will provide a copy of the overall results for each question on the survey.

**Task 3: Analysis and Final Report.** ETC Institute will submit a final report to the City. At a minimum, this report will include the following items:

- Formal report that includes an executive summary of the survey methodology and a description of major findings.
- Charts and graphs that show the overall results of each question on the survey.
- Benchmarking analysis showing how the City compares to residents in other communities.
- Importance-Satisfaction Analysis that will identify the areas where the greatest opportunities exist to enhance overall satisfaction with City services.
- GIS maps that show geocoded survey results for selected questions on the survey
- Tabular data that shows the results for each question on the survey, including open ended questions.
- A copy of the survey instrument

Deliverable Task 3: ETC Institute will submit the draft final report in an electronic format. ETC Institute will also provide the raw data in an Excel database, or other format if requested by the City. In addition, ETC will make a presentation to City officials as may be requested by the City.

### ***Project Schedule***

Listed below is ETC Institute's typical timeline for administering a community survey. Since the surveys will be administered entirely in-house, the completion date for the project is completely within our control. If desired, we can meet a more ambitious timeline and are available to start at a date most convenient for the City.

- **Month 1**  
Design survey instrument  
Finalize sampling plan
- **Month 2**  
Administer the survey
- **Month 3**  
Draft Report Submitted for review  
Prepare and Deliver the Final Report

### **Cost and Invoicing Schedule**

The services described above will be provided to the City of Gladstone for a total cost of \$18,500. It will be invoiced at the amount of \$9,250 within 30 days of execution of this agreement, and \$9,250 upon the completion and delivery of the survey to the City.

**CLOSING:** We appreciate your consideration of this proposal, and look forward to your decision. If you have any questions, please do not hesitate to call me at.

Sincerely,

Robert Heacock  
Senior Project Manager  
ETC Institute  
725 W. Frontier Circle  
Olathe, KS 66061  
(816) 813-1011  
[robert.heacock@etcinstitute.com](mailto:robert.heacock@etcinstitute.com)

## RESOLUTION NO. R-20-02

### **A RESOLUTION ACCEPTING EASEMENTS FROM CERTAIN PROPERTY OWNERS IN CONJUNCTION WITH THE NORTHEAST 76<sup>TH</sup> STREET IMPROVEMENTS PROJECT FROM NORTH OAK TRAFFICWAY TO NORTH BROOKLYN, PROJECT TP1818.**

**WHEREAS**, easements from certain property owners are necessary for the City to construct public improvements in conjunction with the Northeast 76<sup>th</sup> Street Improvements Project from North Oak Trafficway to North Brooklyn (TP1818).

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI AS FOLLOWS:**

**THAT**, the easements from the property owners attached hereto as Exhibits “CC” through “FF” are hereby accepted. Easement labeling is a continuation of the easements submitted and accepted under resolutions R-19-35, R-19-36, R-19-44, and R-19-55.

#### Temporary Construction Easements

“CC” – Ronald B. & Deborah A. Rommel	1300 NE 76 <sup>th</sup> Street
“DD” – Sue Z. & Thomas J. Brennan	1200 NE 76 <sup>th</sup> Street
“EE” – James Brostrom	7530 N. Highland Avenue

#### Permanent Easements

“FF” – Sue Z. & Thomas J. Brennan	1200 NE 76 <sup>th</sup> Street
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**FURTHER, THAT**, the City Manager of the City of Gladstone is hereby authorized to execute and undertake and perform on behalf of the City of Gladstone, Missouri, the obligations and undertakings set forth in said conveyances; and

**FURTHER, THAT**, the City Clerk is hereby directed to record said documents in the Office of the Recorder of Deeds, Clay County, Missouri.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI THIS 13<sup>TH</sup> DAY OF JANUARY, 2020.**

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Mayor Carol J. Suter

ATTEST:

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Ruth E. Bocchino, City Clerk



## *Request for Council Action*

RES ☒ # R-20-02

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 1/8/2020

Department: Public Works

Meeting Date Requested: 1/13/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: NE 76th Street Improvements – N. Oak Trafficway to N. Brooklyn #TP1818

Background: Easements and/or Right-of-Way are needed from forty-two (42) properties to complete this project.

Budget Discussion: Funds are budgeted in the amount of \$ 2.4 M from the TST Fund. Ongoing costs are estimated to be \$ N/A annually. Previous years' funding was \$N/A

Public/Board/Staff Input: Staff requests that the easements listed on the attached resolution be submitted to the City Council for acceptance. Easement labeling is a continuation of the easements submitted and accepted under resolutions R-19-35, R-19-36, R-19-44 and R-19-55. Easements for this project have been acquired from 23 of 42 property owners.

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Timothy A. Nebergall  
Department Director/Administrator

PC  
City Attorney

SW  
City Manager



# **CITY OF GLADSTONE**

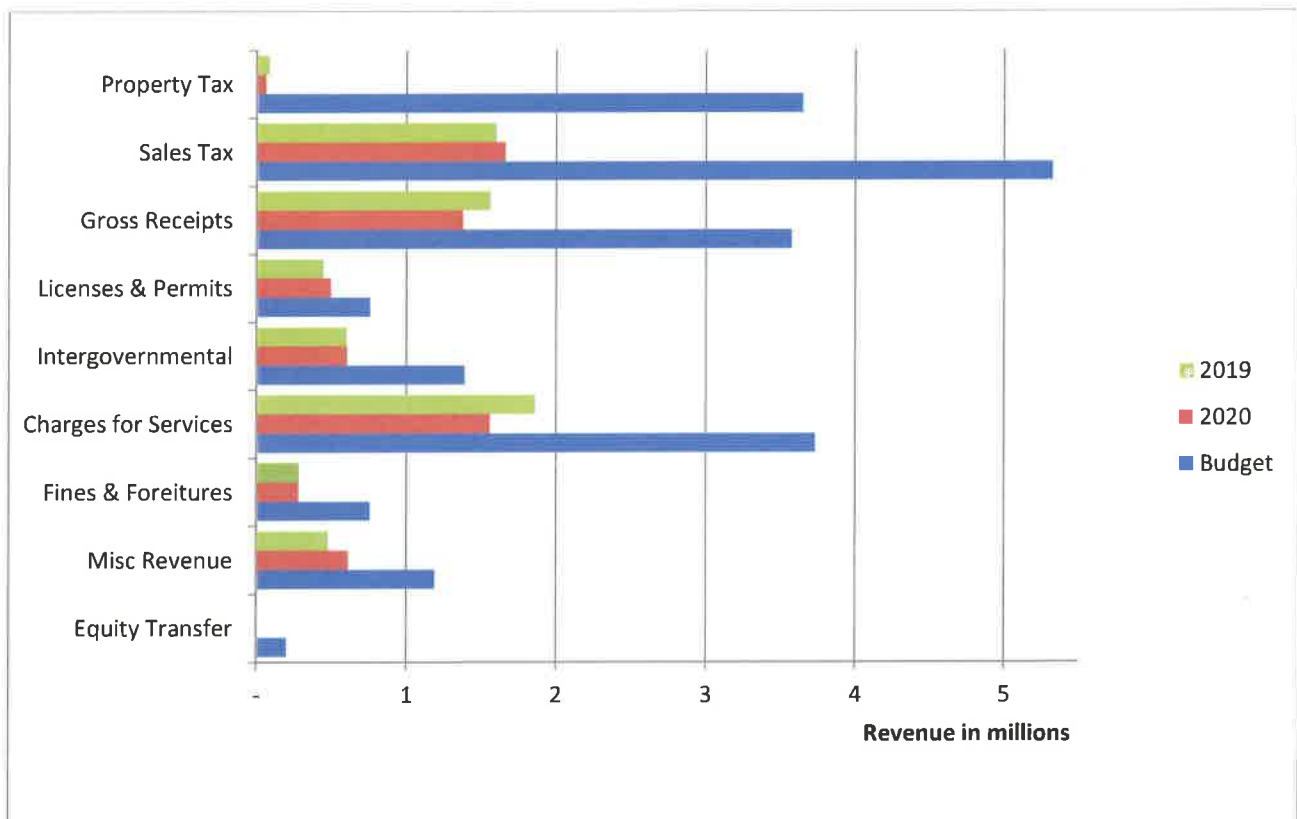
## **MISSOURI**

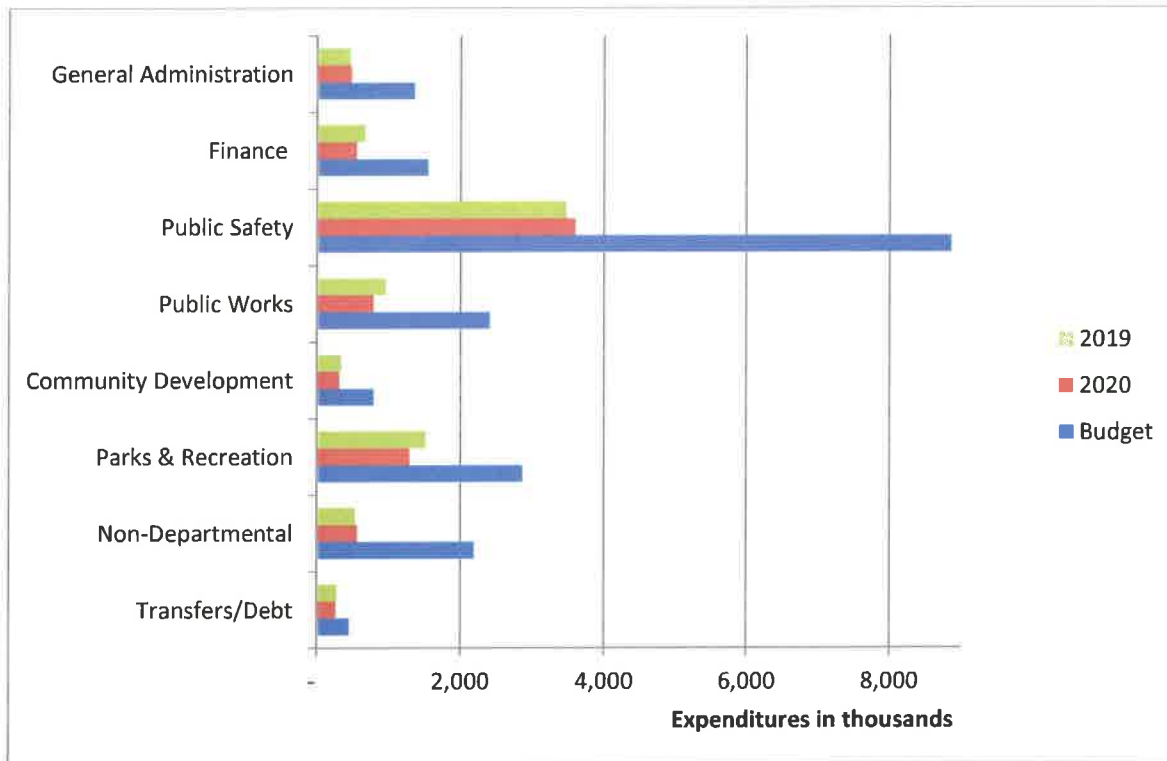
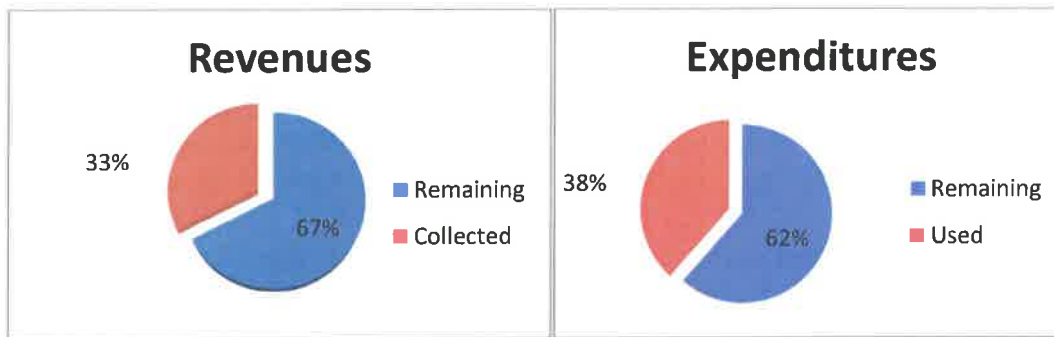
Financial Report for 5 Months Ending  
November 30, 2019

### **GENERAL FUND**

#### **General Fund Revenues**

Total revenues for the General Fund through 5 months or 42% of this fiscal year are \$6,662,070 compared to total budgeted revenues for the year of \$20,459,600. Property tax receipts are \$62,510, a decrease of \$19,940 from last year. Sales tax on a cash basis is \$1,662,612 or \$66,347 over the same time last year. Gross receipts taxes are \$1,379,001, down 11% or \$178,178 from last year, mainly due to a decrease in electric gross receipts and decreasing telecom and wireless receipts. License and Permits revenues are \$496,246, up 11% or \$50,762 from the same time as last year due to building and right of way permits being issued. Intergovernmental revenue has increased by \$9,411 from the previous year to \$605,960. Charges for Services are \$1,559,580, down 16% or \$304,078 compared to the previous year due to multiple large overnight senior trips in the 2019 fiscal year. Fines and Forfeitures are comparable to the same time last year at \$282,526. Miscellaneous Revenue is \$613,635, up 28% due to inter-fund transfers.



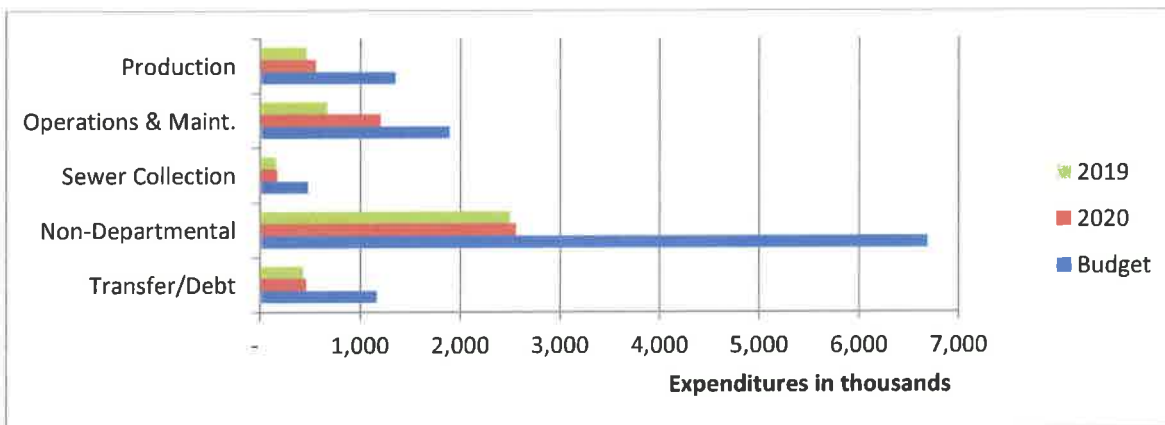
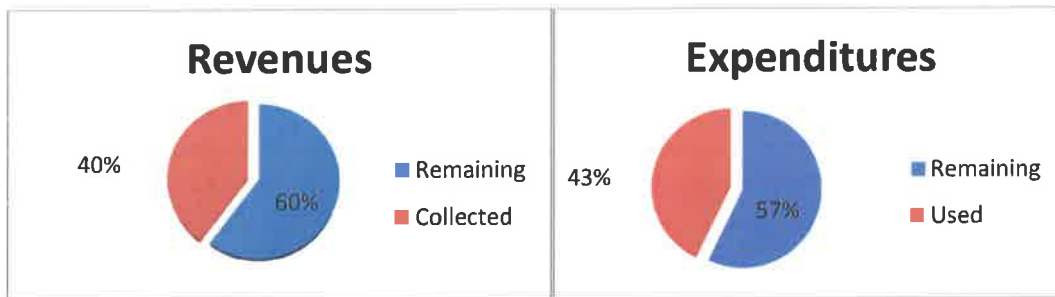
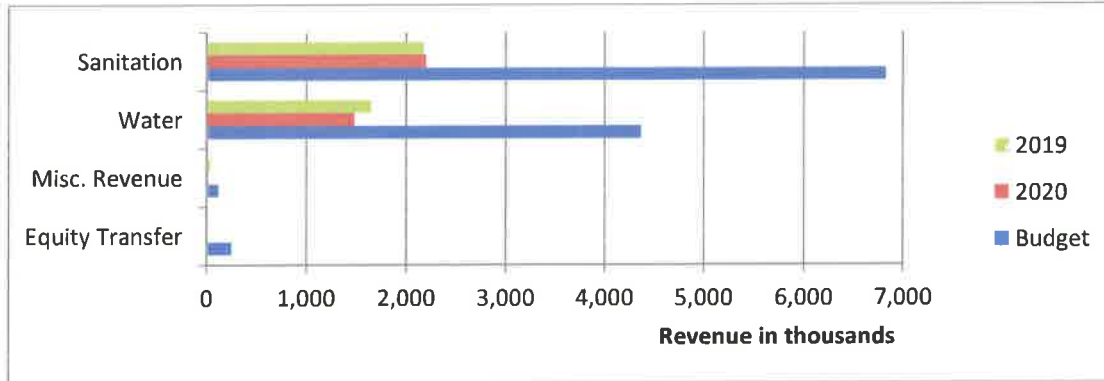


Expenditures through 5 months or 42% of this fiscal year amounted to \$7,869,981 or 38% of FY20 budgeted expenditures of \$20,450,275. This indicates that actual expenditures are 4% or \$331,717 less than last year's expenditures of \$8,201,698. General Administration expenditures increased \$21,050 or 5% from last year for a total of \$473,761 due to personnel costs and timing of contractual payments. Finance expenditures are down \$113,832 to \$553,316 due to changes in personnel and purchase of equipment during the previous fiscal year. Public Safety expenditures are \$3,603,891, up \$131,594 or 4% due to increased personnel costs. Public Works expenditures have decreased to \$792,423 or 17% less than the prior year due to changes in personnel. Community Development expenditures are \$315,667, a decrease of 5% or \$15,833 due to the timing of contractual obligations and changes in personnel. Parks & Recreation expenditures are \$1,294,566, down 14% or \$218,278 from the same time last year due to decreases in Senior Activities. Non-Departmental expenses increased \$35,758 due to downtown development and insurance cost. Transfers and debt are comparable to the prior year. Current expenditures are greater than revenues in the amount of \$1,207,911. This is due to the City's full year insurance premium and debt payments being due in July, while the bulk of the property taxes will not come in until January.



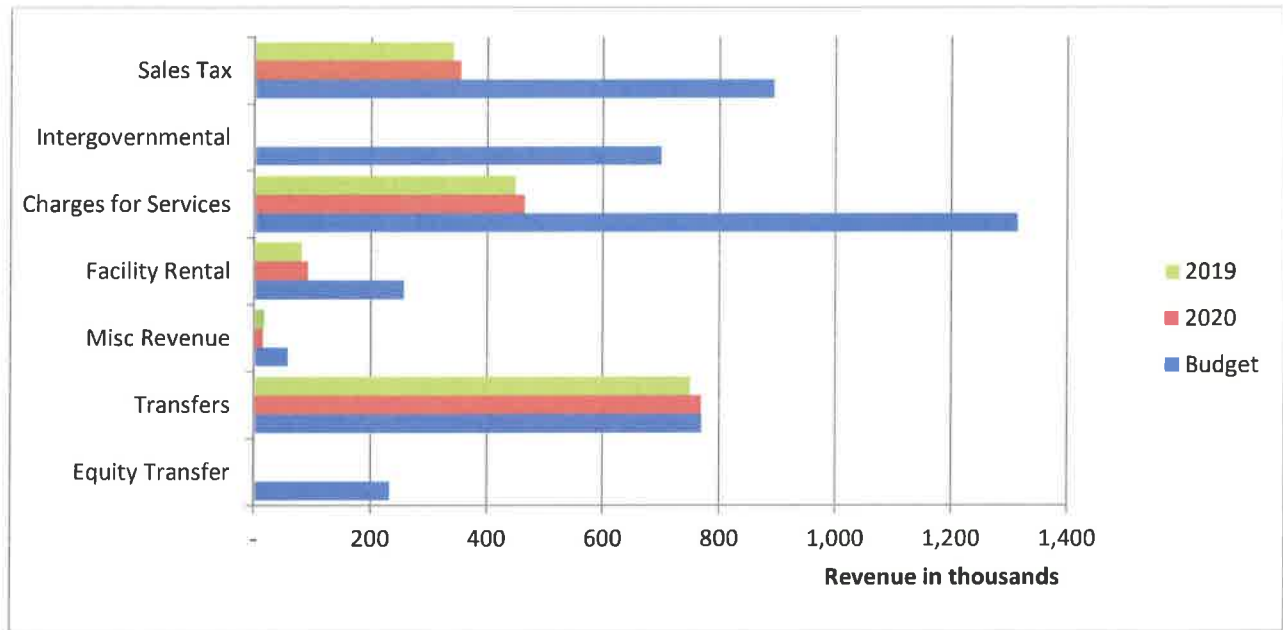
## COMBINED WATER AND SEWERAGE SYSTEM FUND

Total budgeted revenues for the fiscal year are \$11,564,905. Total revenues through 5 months or 42% of this fiscal year, amounted to \$4,614,488 or 40% of FY20 budgeted revenues. Revenues are down 3% or \$146,341 from last year due to decreased water and sewer consumption.



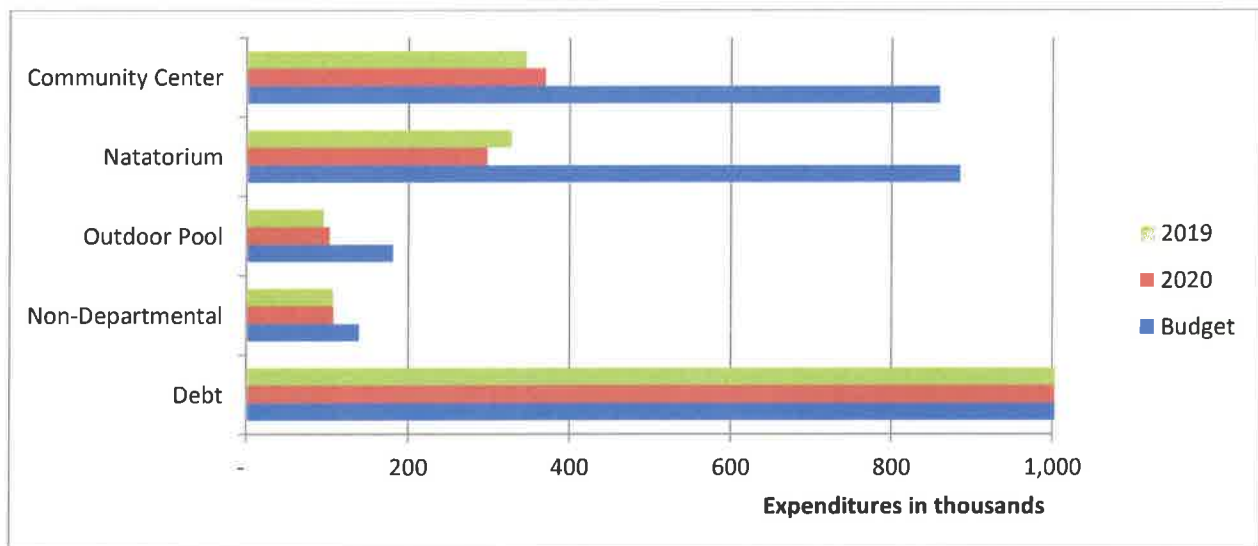
Total budgeted expenses for the fiscal year are \$11,561,656. Total expenses through 5 months or 42% of this fiscal year amounted to \$4,961,266 or 43% of FY20 budgeted expenses. Production expenditures are up \$98,681 to \$559,464 due to additional lime sludge maintenance. Operations division expenditures are \$1,201,987, up 80%, or \$533,499 due to accelerated water line replacements. Sewer division expenditures are up 14% or \$177,922 due to sewer line maintenance. Non-departmental expenditures are \$2,557,358, up 3% due to the increase in sewer charges paid to Kansas City. Transfers and debt are up \$39,000 due to a transfer to assist with street repairs. Current expense exceeds current revenue by \$346,778.

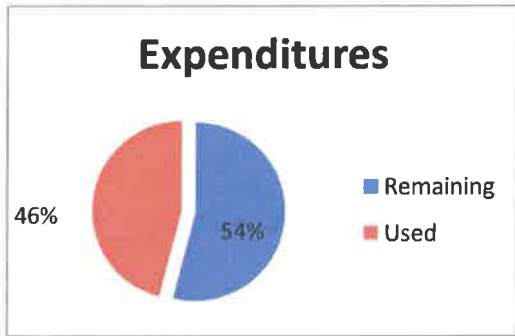
## COMMUNITY CENTER AND PARKS TAX FUND



Total budgeted revenues for the fiscal year are \$4,223,765. Total revenues through 5 months or 42% of this fiscal year, amounted to \$1,698,529 or 40% of FY20 budgeted revenues. Sales tax received is \$354,861, up 4% or \$13,713 from the previous year. Payment from the North Kansas City School District usually occurs in January. Charges for Service are \$465,396, up 4% or \$16,343. Revenue from facility rental is up 14% or \$11,070 to \$92,502. Miscellaneous revenue is \$15,870, down 4% from prior year. Transfers are \$769,900, an increase of \$20,400 or 3% over

the previous year.

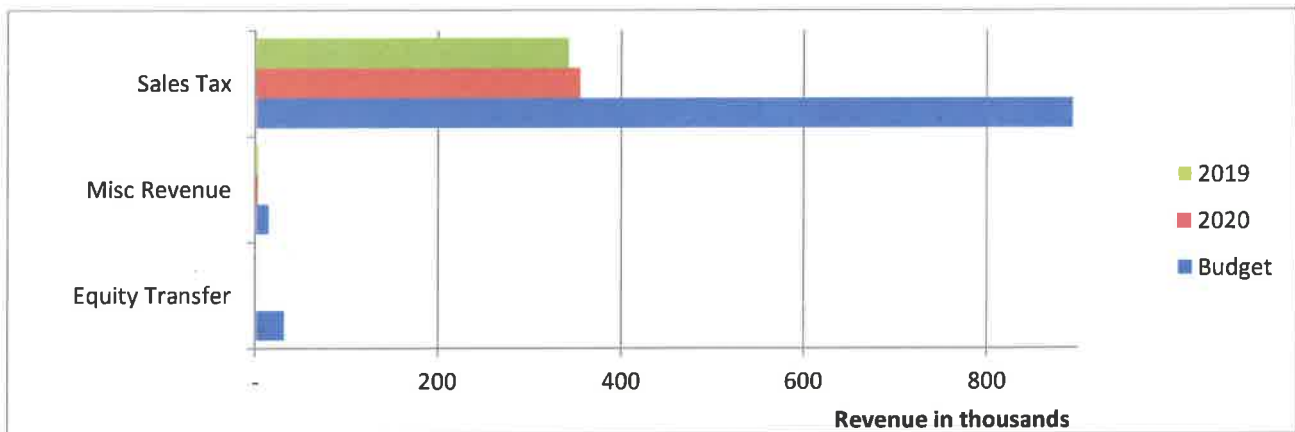




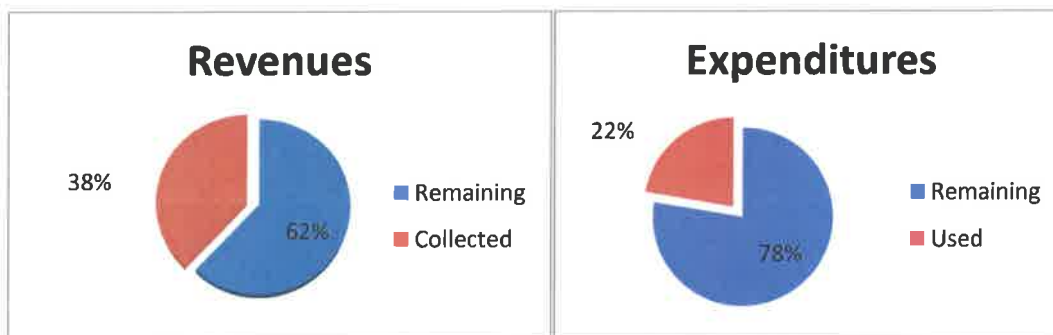
Total budgeted expenditures for the fiscal year are \$4,223,765. Total expenses through 5 months or 42% of this fiscal year, amounted to \$1,944,273 or 46% of FY20 budgeted expenses. Community Center expenses have increased 7% from the same time last year to \$370,346 due to personnel and Trozzolo study. The Natatorium expenses are \$297,925, down \$30,085 from the same time last year due to the timing of capital purchases and HVAC repairs. Outdoor Pool expenses are up 9% to \$103,022 due to personnel. Non-departmental and debt are comparable to the prior

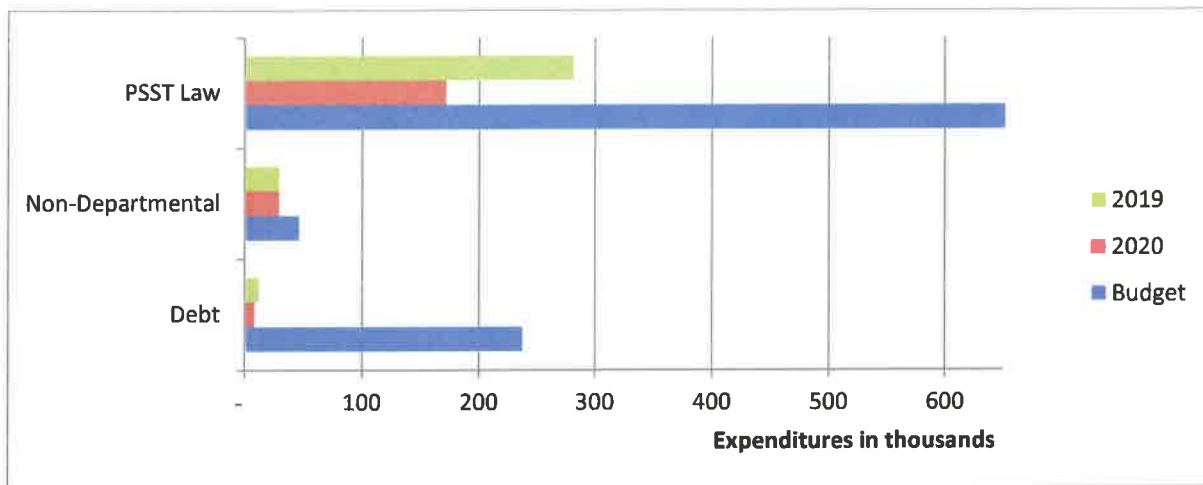
year. Current expense exceeds current revenue by \$245,744.

## PUBLIC SAFETY SALES TAX FUND



Total budgeted revenues for the fiscal year are \$940,228. Total revenues through 5 months or 42% of this fiscal year amounted to \$357,921 or 38% of FY20 budgeted revenues. Sales tax on a cash basis is up 4%. Miscellaneous revenue is comparable to the previous year.





Total budgeted expenditures for the fiscal year are \$940,228. Total expenses through 5 months or 42% of this fiscal year are \$209,966 or 22% of the FY20 budgeted expenses. Law division is down 39% due to open positions and the timing of capital purchases. Non-Departmental is \$29,388, compared to \$29,190 during the previous year. Payments for debt are comparable to the prior year. Current revenues exceed current expenditures by \$147,954.

Respectfully submitted,

*Dominic Accurso*

Dominic Accurso  
Director of Finance

**AN ORDINANCE AUTHORIZING THE CITY MANAGER AND THE DIRECTOR OF PUBLIC SAFETY TO EXECUTE AN EMERGENCY MEDICAL STUDENT CLINICAL AFFILIATION AGREEMENT FOR FIELD-BASED SITES WITH THE JUNIOR COLLEGE DISTRICT OF METROPOLITAN KANSAS CITY, MISSOURI, A/K/A METROPOLITAN COMMUNITY COLLEGE (MCC).**

**WHEREAS**, the Junior College District of Kansas City, Missouri a/k/a Metropolitan Community College (MCC) is engaged in the education of students participating in a State of Missouri-accredited Emergency Medical Services Program; and

**WHEREAS**, the City is organized for the purpose of providing advanced life support ambulance service to the community through its Public Safety Department; and

**WHEREAS**, the parties desire to enter into an agreement to create an affiliation where students enrolled in the Paramedic Education Program may be assigned to the City for clinical education under the direction of a state-licensed paramedic.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:**

Section 1. The City Manager and the Director of Public Safety are hereby authorized to execute an Emergency Medical Student Clinical Affiliation Agreement for Field-Based Sites with the Junior College District of Kansas City, Missouri, a/k/a Metropolitan Community College (MCC).

Section 2. That this Ordinance shall be in full force and effect from and after its passage.

Section 3. That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

**INTRODUCED, PASSED, SIGNED, AND MADE EFFECTIVE BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, ON THIS 13<sup>TH</sup> DAY OF JANUARY, 2020.**

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Mayor Carol J. Suter

ATTEST:

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Ruth E. Bocchino, City Clerk

First Reading: January 13, 2020

Second Reading: January 13, 2020



## *Request for Council Action*

RES ☐ # City Clerk Only

BILL ☒ # 20-01

ORD # 4.501

Date: 1/7/2020

Department: Public Safety

Meeting Date Requested: 1/13/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

**Subject:** Ordinance authorizing the City Manager to sign an Emergency Medical Student Clinical Affiliation Agreement with the Junior College District of Metropolitan Kansas City, Missouri, a/k/a Metropolitan Community Colleges (MCC) for field-based paramedic clinical education.

**Background:** The Public Safety Department serves as a field-based clinical education site for accredited, state-licensed training programs with University of Missouri Kansas City (UMKC), University of Iowa, and the Central Jackson County Fire Protection District. This agreement will expand the number of paramedic training programs our department partners with for field-based paramedic education.

**Budget Discussion:** Funds are budgeted in the amount of \$      from the      Fund. Ongoing costs are estimated to be \$      annually. Previous years' funding was \$

**Public/Board/Staff Input:** The Director of Public Safety recommends the approval of the proposed ordinance.

**Provide Original Contracts, Leases, Agreements, etc. to:** City Clerk and Vendor

Department Director/Administrator

PC  
City Attorney

SW  
City Manager

Chief Michael J. Hasty  
Director of Public Safety

## CLINICAL AGREEMENT

This Clinical Agreement (Agreement) is by and between the Junior College District of Metropolitan Kansas City, Missouri a/k/a Metropolitan Community College (MCC), a public community college district and political subdivision of the State of Missouri, having a principal address at 3200 Broadway, Kansas City, Missouri 64111, and City of Gladstone, Missouri – Gladstone Fire/EMS (Clinical Site) having a principal address at 7010 N. Holmes Street, Gladstone, MO 64118.

WHEREAS, MCC desires to provide to its students [student(s)] a clinical learning experience through the application of knowledge and skills in actual patient-centered situations in health care facilities; and

WHEREAS, Clinical Site has agreed to make its facility or facilities available to MCC and its students for such purposes in the Associate Degree or Certificate specialty areas checked below [Program(s)]:

	Professional Nursing		Community Health Worker
	Practical Nursing		Perioperative
	Certified Nursing Assistant, Restorative Aide, CMT, Insulin Administration, Level I Medication Aide		Health Information Management
	Surgical Technology		Administrative Medical Assistant
	Radiologic Technology		Medical Interpreter
	Physical Therapist Assistant		
	Occupational Therapy Assistant		
X	Emergency Medical Technology-Paramedic		
	Dental Assisting		
	Phlebotomy		

NOW, THEREFORE, based upon the mutual covenants set forth herein, the parties agree as follows:

During the term of this Agreement the Clinical Site shall make available to MCC students its facility or facilities so as to provide opportunities for clinical learning experiences in the specialty areas checked above, which Programs must, at a minimum, satisfy the accreditation requirements established by the appropriate accrediting agencies in the specialty areas noted above.

### I. MUTUAL RESPONSIBILITIES

A. The Clinical Site and MCC will jointly plan the clinical experience, including the criteria for participation in the clinical experience, the number of students who shall participate each semester, and the placement and scheduling of students who shall participate each semester, and the placement and scheduling of faculty, if any, and students in the Clinical Site. Conferences between the designee or designees from the Clinical Site and MCC Program Coordinators will periodically be called to resolve routine administrative details.

B. Neither the Clinical Site nor MCC will discriminate, on the basis of race, color, national origin, religion, creed, sex, sexual orientation, gender identity, age, veteran status, disability, or other lawfully protected classification, in either the selection of students for participation in the program, or as to any aspect of the clinical training; provided, however, that with respect to any student having a disability only those accommodations that do not constitute an undue hardship on the Clinical Site or fundamentally alter the nature of the Program will be granted.

C. The Clinical Site and MCC agree that the intention of the Programs is instructional and that students shall remain students when in the Clinical Site's facility.

D. To the extent permitted by Missouri law and without waiving any defenses, MCC shall indemnify and hold harmless Clinical Site and its officers, medical and nursing staff, representatives and employees from and against all liabilities, claims, damages and expenses, relating to or arising out of any act or omission of MCC or any of its faculty, agents, representatives and employees under this Agreement, including, but not limited to, claims for personal injury, professional liability, or with respect to the failure to make proper payment of required taxes, withholding, employee benefits or statutory or other entitlements. Clinical Site shall indemnify MCC against liabilities, claims, damages and expenses, including reasonable attorneys' fees, incurred by MCC in defending or compromising actions brought against MCC arising out of or related to any act or omission of the Clinical Site or any of its agents, representatives and employees under this Agreement.

E. Both parties agree to keep strictly confidential and hold in trust all confidential information of each party and to not disclose or reveal any confidential information to any third party without the express prior written consent of the other party. The parties shall not disclose the terms of this Agreement to any person who is not a party to this Agreement, except as required by law or as authorized by the other party.

## **II. MCC'S RESPONSIBILITIES**

A. MCC shall provide faculty members from the Programs who shall be responsible for:

1. Classroom instruction;
2. Preparation of Student/patient assignments and rotation plans for each Student and coordination of the same with the Clinical Site;
3. Continuing oral and written communication with the Clinical Site regarding Student performance and evaluation, absences and assignments of students, and other pertinent information;
4. Tracking attendance of any student unexcused absences;
5. Assignment of the student's grade for the clinical experience at the Clinical Site which incorporates the Clinical Site personnel's evaluation of Student performance and information from consultation with Clinical Site personnel;
6. Administering the Test of Adult Basic Education (TABE) exam (for Certified Medical Technician (CMT) students only); and



7. For the Certified Nurse Assistant (CNA), Certified Restorative Nurse Assistant (CRNA), CMT, Insulin Administrator and Medical Technician Level I students:

- a) Providing a copy of the final record to each student; and
- b) Submitting the names of the students who have successfully completed the course to the appropriate agency for certification.

B. MCC shall assist the Clinical Site in determining the eligibility of the student in the CNA, CRNA, Insulin Administrator, Medical Technician Level I, and/or CMT programs by facilitating the Clinical Site's receipt from the students of the results of the following:

1. A confirmation of receipt of High School Diploma or GED;
2. A criminal background check;
3. A check of the Family Care Safety Registry;
4. A check for a federal marker;
5. A check for the CNA Registry; and
6. For CMT and CRNA students only, a confirmation of six (6) months employment as a CNA.

C. Students and MCC faculty agree to provide timely care that meets applicable standards of The Joint Commission and will participate in collaboration with the Clinical Site in performance improvement activities.

D. MCC shall obtain and maintain, or shall require each student, faculty, and/or employee to obtain and maintain, occurrence-type general and miscellaneous medical malpractice for nurses, student nurses, and allied health practitioners insurance coverage in amounts not less than two million eight hundred thousand dollars (\$2,800,000) per occurrence, with insurance carriers (or self-insurance programs) covering the acts and omissions of MCC, its students, faculty, and/or employees. MCC shall further, at its expense, obtain and maintain workers' compensation insurance and unemployment insurance for MCC employees assigned to the Clinical Site. For all insurance described herein, MCC shall require that the insurance carrier notify the Clinical Site at least thirty (30) days in advance of any cancellation or modification of such insurance policy and shall provide to the Clinical Site, upon request, certificates of insurance evidencing the above coverage and renewals thereof.

E. MCC represents and warrants to the Clinical Site that it, its Programs, and its students and employees participating hereunder: (i) are not currently excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 U.S.C. §1320a-7b(f) (the "Federal health care programs"); (ii) are not convicted of a criminal offense related to the provision of health care items or services but has not yet been excluded, debarred or otherwise declared ineligible to participate in the Federal health care programs, and (iii) are not under investigation or otherwise aware of any circumstances which may result in MCC, its students, or employees being excluded from participation in the Federal health care programs. This shall be an ongoing representation and warranty during the term of this Agreement and MCC shall

immediately notify the Clinical Site of any change in status of the representation and warranty set forth in this section.

F. MCC will advise the assigned students of their responsibility for:

1. Complying with all established and existing rules and regulations, and policies and procedures of the Clinical Site;
2. Conforming to the standards and practices established by MCC for students receiving clinical experience instruction at the Clinical Site;
3. Remaining compliant with HIPAA regulations pertinent to the Clinical Site's type of facility, which includes maintaining strict confidentiality of information of Clinical Site and/or its patients, physicians, staff members and visitors and not disclosing, posting on social media, or revealing any confidential information to any third party except as required by law or as authorized by the Clinical Site;
4. Meeting the health standards required by the Clinical Site, including submitting to medical tests required by the Clinical Site, including medical evaluations, examinations, labs and x-rays; completing any health forms as requested by the Clinical Site; and remaining financially responsible for their own individual medical care; however, students shall not be required to pay more for said tests than the Clinical Site charges its prospective employees;
5. All of their personal expenses, including meals, laundering of uniforms, and transportation;
6. Reporting all breakage, loss or waste of equipment, supplies or drugs, and damage to Clinical Site property to the classroom instructor or supervising faculty member, as appropriate, who shall in turn report such breakage, loss or damage to the Clinical Site Supervisor; and
7. Should a Student secure employment at the Clinical Site in their free time, the Student employee may not wear MCC identification while participating in such employment, and, because such employment has no connection with MCC or the Programs, MCC shall not be responsible for the actions of Student employees during times when they are in the Clinical Site's employ.

G. MCC will notify the Clinical Site at a time mutually agreed upon of its planned schedule of Student assignments including names of the students and length and dates of planned experiences.

H. MCC will assign to the Clinical Site only students who have satisfactorily completed the prerequisite academic courses for the clinical experience.

I. MCC will maintain approval/accreditation of its programs by the appropriate accrediting agency for such programs and will advise the Clinical Site if its approval/accreditation are ever suspended, limited, terminated or ended for any reason.

J. MCC will advise students that any medical expenses for medical care or treatment for illness or injury they may incur while participating in the clinical experience and all MCC related activities at the Clinical Site are the responsibility of the student.

K. MCC's faculty and its students shall not be deemed employees or agents of the Clinical Site. As such, MCC's faculty and students are not entitled to any compensation from the Clinical Site under this Agreement, and they are not entitled to participate in any of the Clinical Site's fringe benefit programs.

L. MCC agrees to protect the privacy and provide for the security of Protected Health Information (PHI) pursuant to this Agreement in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH), and privacy and security regulations published by the U.S. Department of Health and Human Services (DHHS) contained at 45 C.F.R. Parts 160 and 164 which may be periodically revised or amended (collectively, the "HIPAA Regulations") and other applicable laws and agrees to take such actions as are necessary and appropriate in connection therewith. For purposes of this Agreement, Clinical Site agrees and acknowledges that MCC and its students obtaining clinical experience hereunder shall be considered part of the Clinical Site's workforce under HIPAA.

### **III. CLINICAL SITE RESPONSIBILITIES**

A. The Clinical Site shall provide qualified personnel for the specific areas where students are placed for clinical experiences. Such personnel shall satisfy the accreditation standards for the programs.

B. The Clinical Site shall review student information provided by MCC and if any of the information is in question, shall make a determination as to the student's eligibility to participate in a clinical learning experience with the Clinical Site.

C. The Clinical Site shall provide the students and faculty with a copy of all established and existing rules and regulations and policies and procedures of the Clinical Site.

D. Clinical Site personnel will have the responsibility for patient care, supervision of students, and evaluation of student performance, with the exception of nursing students who are supervised by MCC nursing faculty.

E. During the term of this Agreement, the Clinical Site shall make available to MCC students its facilities so as to provide opportunities for clinical experiences which must as a minimum satisfy the accreditation requirements established by the appropriate accrediting agency in the field of the student's area of study.

F. Subject to MCC'S due process requirements, the Clinical Site has the right to request that MCC remove any student from the Clinical Site, at any time the Clinical Site determines that the conduct of the student is undesirable or unprofessional.

G. The Clinical Site shall immediately notify the respective Program Coordinator should any student be injured or become ill while participating in the Clinical experience. Treatment shall be administered as determined by the attending physician(s) and student. However, nothing herein is to be construed as consent by any student to the administration of medical treatment.

H. Clinical Site acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students. Both during the term of this Agreement and thereafter, the Clinical Site covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of MCC. Clinical Site covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of said confidential information, but instead will use said information only for the purposes contemplated hereunder. Further, the Clinical Site covenants and agrees that it will not disclose any confidential information to any third party except as may be required by law. Finally, the Clinical Site covenants and agrees that any access to the confidential information of any student shall be in compliance with the Family Education Rights and Privacy Act (FERPA).

I. Clinical Site represents that it is not debarred or suspended from doing business with the federal government and/or any state government, and shall notify MCC if it becomes debarred or suspended during the Term of this Agreement.

#### **IV. TERM**

A. This Agreement shall be effective for a term for three (3) years from the effective date of this document, which shall be the date on which the last signing party's representative executes this Agreement. This Agreement may be automatically renewed for additional one (1) year periods, unless a party indicates in writing to the other party its intent to not elect such renewal at least thirty (30) days prior to the end of the then term. Should intent to not elect such renewal be given, students then enrolled in a program at the Facility at the time of notice of nonrenewal shall be given the opportunity to complete their clinical program at the Facility, with such completion time not to exceed six (6) months.

B. Either party shall have the option to cancel this Agreement by giving the other party ninety (90) days written notice of its intent to cancel. Should notice of intent to terminate be given, students then enrolled in a program at the Facility at the time of notice of termination shall be given the opportunity to complete their clinical program at the Facility, with such completion time not to exceed six (6) months.

C. Either party shall have the right to immediately terminate this Agreement in the event the other party commits a material breach of its obligations under this Agreement and does not remedy the breach within ten (10) days of receiving written notice of the breach. Should notice of intent to terminate be given, students then enrolled in a program at the Clinical Site at the time of notice of termination shall be given the opportunity to complete their clinical program, with such completion time not to exceed six (6) months.

#### **V. ORDER OF PRECEDENCE**

In the event of a conflict or inconsistency between the terms and conditions of this Agreement and the terms and conditions of any exhibit, invoice, purchase order, website or other document attached hereto or incorporated herein by reference, the terms and conditions of this Agreement shall govern.

## VI. ADDITIONAL TERMS

A. All communications relating to this Agreement shall be in writing and may be (i) hand delivered, (ii) sent by overnight courier, (iii) shall be deemed received within five (5) business days after mailing if sent by registered or certified mail, return receipt requested, or (iv) upon confirmation of receipt when sent by electronic mail to the parties at the addresses written below.

Notice to MCC shall be sent to:

Attn: Program Coordinator – HSI Compliance  
Metropolitan Community College – Penn Valley Campus  
Health Science Institute  
3444 Broadway, Suite 413-B  
Kansas City, Missouri 64111  
Email address for notices: [dominga.levin@mcckc.edu](mailto:dominga.levin@mcckc.edu)

Notice to the Clinical Site shall be to:

Attn: Tracey Cheney, Training Chief  
City of Gladstone, Missouri – Gladstone Fire/EMS,  
7010 N. Holmes Street  
Gladstone, MO 64118  
Email address for notices: [traceyc@gladstone.mo.us](mailto:traceyc@gladstone.mo.us)

B. Nothing contained in the Agreement shall be deemed or construed by the parties or by any third person to create the relationship of principal and agent or of partnership or joint venture or of any association between the Clinical Site and MCC.

C. Neither party may assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of the other party. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.

D. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.

E. The parties acknowledge that MCC, as a political subdivision of the State of Missouri, possesses sovereign immunity under Missouri law.

F. If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

G. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri without regard to any conflict of laws provision.

H. This Agreement may be executed in Counterparts, which together constitute one and the same agreement. If a party sends a signed copy of this Agreement via digital transmission, such party will, upon request by the other party, provide an originally signed copy of the Agreement.

I. This Agreement contains the entire agreement of the parties and no other agreement, statement or promise made by any party, or any employee, officer, or agent of any party, which is not contained in this Agreement, shall be binding or valid. No member or officer of MCC incurs personal liability by the execution or default of this Agreement. All such liability is released by Clinical Site as a condition of and consideration of the execution of this Agreement.

The parties have caused this Agreement to be executed by their authorized representatives on the day and year written below.

**Junior College District of Metropolitan Kansas City, Missouri**

Signature: \_\_\_\_\_

Name: Dr. Kimberly Beatty

Title: Chancellor / CEO

Date: \_\_\_\_\_

**City of Gladstone, Missouri – Gladstone Fire/EMS**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE CITY MANAGER AND THE DIRECTOR OF PUBLIC SAFETY TO EXECUTE AN EMERGENCY MEDICAL STUDENT CLINICAL AFFILIATION AGREEMENT FOR FIELD-BASED SITES WITH THE EXCELSIOR SPRINGS AREA CAREER CENTER.**

**WHEREAS**, the Excelsior Springs Area Career Center is engaged in the education of students participating in a State of Missouri-accredited Emergency Medical Services Program; and

**WHEREAS**, the City is organized for the purpose of providing advanced life support ambulance service to the community through its Public Safety Department; and

**WHEREAS**, the parties desire to enter into an agreement to create an affiliation where students enrolled in the Paramedic Education Program may be assigned to the City for clinical education under the direction of a state-licensed paramedic.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:**

Section 1. The City Manager and the Director of Public Safety are hereby authorized to execute an Emergency Medical Student Clinical Affiliation Agreement for Field-Based Sites with the Excelsior Springs Area Career Center.

Section 2. That this Ordinance shall be in full force and effect from and after its passage.

Section 3. That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

**INTRODUCED, PASSED, SIGNED, AND MADE EFFECTIVE BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, ON THIS 13<sup>TH</sup> DAY OF JANUARY, 2020.**

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Mayor Carol J. Suter

ATTEST:

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Ruth E. Bocchino, City Clerk

First Reading: January 13, 2020

Second Reading: January 13, 2020



## *Request for Council Action*

RES ☐ # City Clerk Only

BILL ☒ # 20-02

ORD # 4.502

Date: 1/7/2020

Department: Public Safety

Meeting Date Requested: 1/13/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Ordinance authorizing the City Manager to sign an Emergency Medical Student Clinical Affiliation Agreement with the Excelsior Springs Area Career Center for field-based paramedic clinical education.

Background: The Public Safety Department serves as a field-based clinical education site for accredited, state-licensed training programs with University of Missouri Kansas City (UMKC), University of Iowa, and the Central Jackson County Fire Protection District. This agreement will expand the number of paramedic training programs our department partners with for field-based paramedic education.

Budget Discussion: Funds are budgeted in the amount of \$      from the      Fund. Ongoing costs are estimated to be \$      annually. Previous years' funding was \$

Public/Board/Staff Input: The Director of Public Safety recommends the approval of the proposed ordinance.

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Department Director/Administrator

PC  
City Attorney

SW  
City Manager

Chief Michael J. Hasty  
Director of Public Safety





**CLINICAL AGREEMENT FOR EMERGENCY MEDICAL SERVICES  
OF EXCELSIOR SPRINGS AREA CAREER CENTER EMT TRAINING PROGRAM**

This Agreement is made and entered into this 9 day of December, 2019, by and with the Excelsior Springs Area Career Center, hereinafter referred to as "School" for EMT Training (EMT-Basic and EMT-Paramedic). The EMT-Paramedic program is also sponsored by the Excelsior Springs Area Career Center and Liberty Hospital Consortium for Paramedic Education, hereinafter referred to as "Consortium", and Gladstone Fire/EMS (site), hereinafter referred to as "Clinical Site".

WHEREAS, School, Consortium, and Clinical Site desire to implement a contractual relationship to govern the provisions of clinical facilities by Clinical Site for the State of Missouri, Department of Transportation in Emergency Medical Technician programs (EMT-Basic and EMT-Paramedic), hereinafter referred to as "Program", offered by School.

1. The term of the Agreement shall begin on the date it is signed and shall terminate in accordance with the provisions of Section 13 below. During this term, Clinical Site shall use its best efforts to make available to a mutually agreed upon number of students of School its facilities so as to provide opportunities for clinical experience in emergency medicine, which must as a minimum satisfy the accreditation requirement established by the appropriate accrediting agency in the field of Emergency Medical Care.
2. Clinical Site and School will jointly plan the placement and scheduling of students who shall participate each semester. Conferences between Clinical Site and Program Coordinator of School may be called as needed to resolve routine administrative details.
3. Clinical Site shall provide qualified personnel for the unit where the students are placed for clinical experience.
4. School shall provide faculty members for Program who shall be responsible for the instruction, assignment and performance of students in the selected clinical areas.
5. Students shall be responsible for all expenses, including meals, laundering of uniforms, medical expenses and transportation.
6. Students shall be responsible for all expenses, such as medical evaluations, including examinations, tests, and x-rays as required by the Clinical Site.
7. All breakage, loss or waste of equipment or drugs, and damage to Clinical Site property will be reported by students to the supervising faculty member.
8. Clinical Site shall not be responsible for expenses incurred by students for illnesses contracted while participating in Program.
9. Clinical Site shall immediately notify the instructor should a student be injured or become ill while participating in the clinical experience. Emergency treatment shall be administered, if necessary, at the student's expense. However, nothing herein is to be construed as a consent by any student to the administration of medical treatment.
10. Students and instructor(s) participating in the Program shall be required to obtain, at their expense, professional malpractice insurance in the amount of \$1,000,000 for injury or death of one person, and \$3,000,000 aggregate. Schools shall provide a copy of the certificate of insurance to Clinical Site Prior to the beginning of the clinical experience.
11. Neither Clinical Site nor School will discriminate against any employee or applicant for employment, registration, or training in the course of the study because of race, color, creed, sex, or national origin.
12. Clinical Site has the right to request School to remove a student(s) any time the Clinical Site determines that the conduct of the student(s) is undesirable or unprofessional.
13. The Agreement shall be deemed effective and in full force until such time as the parties mutually agree to terminate it. This Agreement may be terminated by either party with or without cause upon delivery to the other of written notice of termination. Such notice of termination must be given by the party desiring to terminate and receive by the other party at least one full month prior to the effective date of termination. Such notice shall be delivered to the Program Director, Adult Education Coordinator, and Clinical Coordinator of School or the Administrator of the Clinical Site.
14. This Agreement contains the entire agreement of the parties, and no other agreement, statement, or promise made by any party, or any employee, officer, or agent of any party, which is not contained in this Agreement, shall be binding or valid.

*Please sign and date on page 2 of 2.*



EXCELSIOR SPRINGS  
AREA CAREER CENTER  
*Your Road to Success*

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate copies thereof:

**Clinical Site:**

Facility Name: \_\_\_\_\_

of \_\_\_\_\_ County, Missouri

by: \_\_\_\_\_  
Authorized Officer Signature Date

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Training Agency:** Excelsior Springs Area Career Center /  
Excelsior Springs Area Career Center and Liberty Hospital  
Consortium for Paramedic Education

of Clay County, Missouri

by: \_\_\_\_\_  
Program Director Signature Print Name Date

by: \_\_\_\_\_  
Adult Education Coordinator Signature Print Name Date

EMAIL: tberry@ga.essd40.com

Phone: 816.630.9240 #1. Fax: 816.630.9245

Address: Excelsior Springs Area Career Center  
614 Tiger Drive  
Excelsior Springs, MO 64024

**ACCREDITATION**

The Excelsior Springs Area Career Center and Liberty Hospital Consortium for Paramedic Education paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP #600676).

CAAHEP, 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763 Phone: 727-210-2350

Our paramedic program is also accredited by: Missouri's Bureau of Emergency Medical Services, Missouri (MoBEMS #04706P) Department of Health and Senior Services, PO Box 570, Jefferson City, MO 65102 Phone: 573-751-6356

**Notice of Non-discrimination:** Excelsior Springs School District #40 is an equal opportunity institution. No person shall, on the basis of race, sex, creed, color, disability, be subject to discrimination in employment or in admission to any educational program or activity of the school.