

REAP Board of Directors

Meeting Minutes

October 7, 2013

1. Welcome and Introductions

Commissioner Dave Unruh welcomed Board members and asked for self-introductions.

2. Approval of Minutes from September 9, 2013

Herb Llewellyn, El Dorado (Mayor Terry Somers, Mount Hope) moved to approve the minutes from the September 9, 2013 Board of Directors meeting. Motion Adopted.

3. Approval of Contract for Administrative Services

On August 1, 2013 REAP issued a Request for Proposals (RFP) to solicit proposals for staffing services. The Workforce Alliance of South Central Kansas, Inc. (WA Inc.) submitted a response to the RFP as part of the competitive bidding process. The WA Inc. proposal was accepted by the REAP Board of Directors on September 9, 2013. Keith Lawing presented a draft administrative services agreement for review and approval by the Board. The proposed agreement has been reviewed by Sedgwick County legal counsel on behalf of REAP and WA Inc. legal counsel. Additionally, the agreement was reviewed and recommended for approval by the REAP Executive Committee on September 24, 2013. The agreement reflects the scope of services as presented in the RFP.

Council Member Jeff Longwell (Llewellyn) moved to authorize the Chairman to sign the administrative services agreement. Motion adopted.

4. Options for the REAP Website

In August 2013 the host of the REAP website, 360 Wichita, notified REAP that they will no longer be able to support or host the site because it is outdated. The original site, designed by 360, was built in 2006. It is an HTML based website and is no longer easily updated or compatible with newer versions of Internet Explorer.

Staff is in the process of soliciting bids for a site redesign. Board members expressed the importance of the site to the organization- this is their main marketing tool and needs to be updated to a more modern look and a more user friendly interface, including the ability of the site to be compatible with mobile devices. Staff reported that several bids have already been received and several more companies have expressed interest in submitting a quote. The bids that have been received to date range from \$2,700 to \$10,000, depending on the options that the Board wishes to include. All proposals include a calendar function, a document library, and mobile compatibility. Members expressed an interest in being involved and updated frequently during the process of the site redesign. Staff will plan to update Members as major mile stones are reached and provide opportunities to review the site as it is developed to provide feedback and suggestions.

Llewellyn (Mayor Satterthwaite) moved to authorize staff to review bids for redesign of the REAP website and select the best, lowest cost option. Motion adopted.

5. Review of Proposed 2014 Work Plan

- Lawing reviewed the proposed 2014 work plan items included in the packet, noting that the most important item for the upcoming year is the three to five year operating model, which would include an updated dues structure that will be presented to the Board for adoption by June of 2014. Members broke into small groups for discussion of the proposed work plan items, reporting out that specific importance needed to be placed on:

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- Development and support of legislative priorities- Members would like to see specific, actionable strategies to support the established priorities. Suggestions include:
 - Increased coordination between the membership and REAP paid representation in Topeka
 - More face time and involvement from Members in Topeka including sponsoring luncheons and/or receptions for the South Central Delegation
 - Coordination of Member Communities legislative priorities for better cooperation and collaboration
 - More conference call updates during the legislative session- perhaps once a week briefings on Friday afternoons of the week's activities and upcoming events
- Updating the dues structure.
- Engaging the State and various stakeholders on water issues, including rural water districts, basin advisory committees and the state water office.

It was suggested that the wording for item #2 be updated to read “develop and support legislative priorities and strategies”.

Mayor Satterthwaite (Kent Brown, Clearwater) moved to approve the Proposed 2014 Work Plan with the suggested wording revision on item two. Motion adopted.

6. Discussion of 2014 Legislative Priorities

Tom Bruno discussed several key issues that may affect REAP during the upcoming legislative session including Kansas Affordable Airfares Program (KAAP), NIAR, NCAT, and State Technical Education funding (Senate Bill 155). The Legislative Committee will meet on October 25th and will draft a list of legislative priorities for 2014 that will be presented to the Board of Directors at the November 4th meeting.

Lawing reported that the single item remaining on the 2013 REAP work plan was the Legislative Policy Summit held annually in December. The proposed date of the 2013 Legislative Policy Summit is Friday, December 6th. Commissioner Westfall noted that the Legislative Committee will also discuss this event and direct staff on planning and execution during the October 25th Legislative Committee meeting.

7. Other Business

Committee members discussed rotating the location of the REAP Board of Directors meetings to different locations in member communities. For example, the September 5, 2014 meeting could be held in Hutchinson at the State Fair Grounds to coincide with the opening of a new building and the opening of the 2014 Fair.

Staff noted that a request for updated contact information will be issued to the membership as the new year approaches.

John Waltner, Chairman of the Consortium Leadership Team for the South Central Kansas Prosperity Project announced an elected official's summit will be held on October 24th from 6-9 p.m. at the Marcus Welcome Center on the Wichita State University Campus. The keynote speaker is Mission, Kansas, Mayor Laura McConwell.

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8. Adjourn

The meeting adjourned at 4:19:35 a.m.

ATTENDANCE

Members/Alternates

Commissioner Dave Unruh, Sedgwick County, Chair

Kathy Axelson, Rose Hill

Kent Brown, Clearwater

Robert Conger, Kechi

Commissioner Leroy Koehn, Newton

Herb Llewellyn, El Dorado

Council Member Jeff Longwell, Wichita, Economic Development Committee Chair

Vice Mayor Pete Meitzner, Wichita

Mayor Jim Nickel, Newton

Mayor Rex Satterthwaite, Bently

Daniel Shea, Kingman County

Cody Sims, Wellington

Mayor Terry Somers, Mount Hope, Treasurer

John Waltner, Harvey County

Commissioner Chip Westfall, Harvey County, Legislative Committee Chair

Mayor Kristey Williams, Augusta, Immediate Past Chair

Guests

Misty Bruckner, Wichita State University

Angela Buzard, Wichita State University

Zach Daniel, Wichita State University

Brian Gartland, Wichita State University

Irene Hart, Hutchinson

Jennifer McCausland, Andover

Commissioner Richard Ranzau, Sedgwick County

Ethan Reimer, Wichita State University

Rick Rickoske, Bel Aire

Commissioner Jim Skelton, Sedgwick County

Staff

Keith Lawing

Kelly Bergeron