

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of October 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment to appropriate funds for consulting services in the Children Services Fund.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2160	71101	Community Children's Services	Professional Services		20,000

Done this 22nd of October, 2013.

ATTEST:

Wendy S. Noren
 Wendy S. Noren
 Clerk of the County Commission

Daniel K. Atwill
 Daniel K. Atwill
 Presiding Commissioner

Karen M. Miller
 Karen M. Miller
 District I Commissioner

Janet M. Thompson
 Janet M. Thompson
 District II Commissioner

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

10/3/13

EFFECTIVE DATE

FOR AUDITORS USE

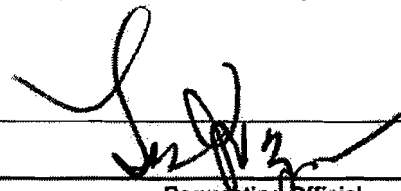
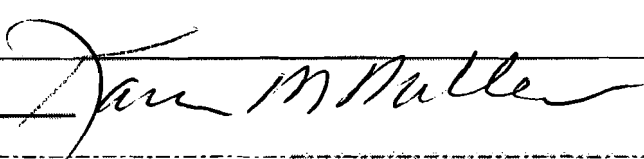
(Use whole \$ amounts)

Transfer From Transfer To
Decrease Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
2160	71101	Community Children's Services	Professional Services		20,000
				-	20,000

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

To appropriate funds for consulting services in the Children Service's Fund.

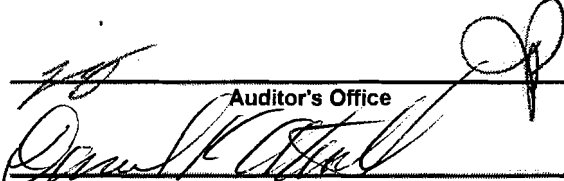
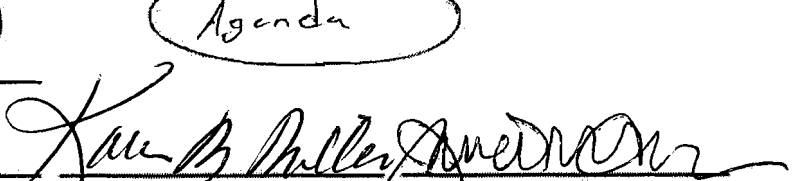



Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached
- A fund-solvency schedule is attached.
- Comments: *Sufficient funds exist to cover this expenditure.*

Agenda

Auditor's Office

PRESIDING COMMISSIONER

DISTRICT I COMMISSIONER

DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

Boone County Children's Services Board

Minutes for September 23, 2013 Meeting

Attending: Dewey Riehn, Nancy McKerrow, Greg Grupe, Les Wagner, Kathy Thornburg, Jennifer Walker, Bruce Horwitz, Michele Kennett, Liaison Commissioner Karen Miller, and County Counselor CJ Dykhause

Absent: Suzette Forbes

Guests: Jack Jenson

The meeting was called to order by Chairman Les Wagner.

1. Approval of the Minutes of Meeting September 9, 2013

The motion was made and second the minutes be approved as submitted, the vote was unanimous.



2. Consultant RFP – Melinda Bobbitt, Boone County Purchasing Director:

Melinda spoke to the group regarding the RFP for Consulting Services for the Boone County Children Services Board. She explained what is involved in making this happen. Greg shared with Melinda some of the thinking about what they are trying to get done. In their discussion within the Community input committee there is consensus after much discussion that there is a need to start gathering baseline data and doing outreach quickly. This needs to happen promptly. The committee worked on a proposal with CJ's assistance to outline the parameters of what that request might look like.

CJ suggested they as a group could consolidate some of those things that are deliverables and send that over to Melinda so she can work her magic and we have learned about some of the procurement best practices that Melinda shared regarding contract milestones, etc. Melinda said, under the Scope of Work a purpose statement is usually smaller it just gives a purpose of why you are doing the RFP. She thought it looked like this purpose statement would more appropriately go under the Scope of Work. Basically you will need some structured settings to receive input from specific segments from the Community, ie, schools, law enforcement, juvenile, etc. as well as the Community at large. This would be a way to gather necessary data for later decision making.

Melinda said she would work with the sub-committee in putting the draft document together for the next meeting. The more time you give proposers the more thorough

the proposal is put together. The committee that does the interviews will be able to ask clarification questions they want answered or any additional information you want submitted. Since this is not a fixed fee document there is negotiation that is involved and a lot of correspondence goes back and forth. Once you have chosen the consulting firm, a contract must be developed and taken through two Commission meetings before approval.

The Board also discussed that an outer limit of \$20,000.00 seemed to be an appropriate "not to exceed" amount for budgetary purposes for this Consultant work.

MOTION: A motion was made by Dewey that this be referred back to the Committee and that they be asked to do due diligence working with professional staff and bring back a final product to take action on at the October 7th meeting. The motion was second by Greg the vote was unanimous.

3. Superintendent Letter:

a. Develop Agenda for Meeting with School Superintendents:

A copy of the letter of invitation to the Superintendents was reviewed by the Committee and approved by consensus following a few edits.

4. Board Discussion on Prioritization of Input Groups:

They are not sure when they want to have non-profits come in to present. They want to hear from those other stakeholder groups close to the problems first.

5. Status Reports from Committees:

a. Report from Community Input Committee Greg Grupe, Chair

Met with a representative of the Housing Authority beginning to learn more about their agency and some of the projects they are involved in now and some data they could gather for us. The Housing Authority is interested in locating some Public Housing next to Schools as the District builds them.

b. Report from Match Funding Opportunities Committee, Les Wagner, Chair
No Match Funding report.

c. Report from Personnel Committee Jennifer Walker, Chair

i. Approve Recommendation on Funding of Positions in
Community Services Department:

Fund Statement - Community Children's Services 216 (Major Fund)

	2012 Actual	2013 Budget	2013 Estimated	2014 Budget
FINANCIAL SOURCES:				
Revenues				
Property Taxes	\$ -	-	-	-
Assessments	-	-	-	-
Sales Taxes	-	4,650,000	4,800,000	-
Franchise Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Interest	-	-	-	-
Hospital Lease	-	-	-	-
Other	-	-	-	-
Total Revenues	-	4,650,000	4,800,000	-
Other Financing Sources				
Transfer In from other funds	-	-	-	-
Proceeds of Long-Term Debt	-	-	-	-
Other (Sale of Capital Assets, Insurance Proceeds, etc)	-	-	-	-
Total Other Financing Sources	-	-	-	-
Fund Balance Used for Operations	-	-	-	-
TOTAL FINANCIAL SOURCES	\$ -	4,650,000	4,800,000	-
FINANCIAL USES:				
Expenditures				
Personal Services	\$ -	-	-	-
Materials & Supplies	-	-	-	-
Dues Travel & Training	-	-	-	-
Utilities	-	-	-	-
Vehicle Expense	-	-	-	-
Equip & Bldg Maintenance	-	-	-	-
Contractual Services	-	-	20,000	-
Debt Service (Principal and Interest)	-	-	-	-
Emergency	-	-	-	-
Other	-	-	-	-
Fixed Asset Additions	-	-	-	-
Total Expenditures	-	-	20,000	-
Other Financing Uses				
Transfer Out to other funds	-	-	-	-
Early Retirement of Long-Term Debt	-	-	-	-
Total Other Financing Uses	-	-	-	-
TOTAL FINANCIAL USES	\$ -	-	20,000	-
FUND BALANCE:				
FUND BALANCE (GAAP), beginning of year	\$ -	-	-	4,780,000
Less encumbrances, beginning of year	-	-	-	-
Add encumbrances, end of year	-	-	-	-
Fund Balance Increase (Decrease) resulting from operations	-	4,650,000	4,780,000	-
FUND BALANCE (GAAP), end of year	-	4,650,000	4,780,000	4,780,000
Less: FUND BALANCE UNAVAILABLE FOR APPROPRIATION, end of year				
	-	-	-	-
NET FUND BALANCE, end of year	\$ -	4,650,000	4,780,000	4,780,000
Net Fund Balance as a percent of expenditures	#DIV/0!	#DIV/0!	23900.00%	#DIV/0!