

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the

24th

day of

March

20

16

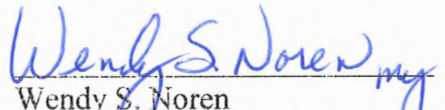
the following, among other proceedings, were had, viz:

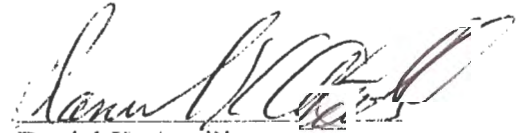
Now on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number Two to 27-10JUN14, Child Advocacy Services/Heart of Missouri CASA.

The terms of this amendment are stipulated in the attached Contract Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number Two.

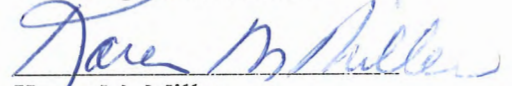
Done this 24th day of March, 2016.

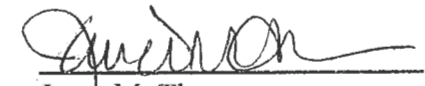
ATTEST:


Wendy S. Noren
Clerk of the County Commission


Daniel K. Atwill

Presiding Commissioner


Karen M. Miller
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



613 E. Ash St., Room 110
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB, CPPO
DATE: September 2, 2014
RE: Amendment Number Two – 27-10JUN14 – Child Advocacy Services /
Heart of Missouri CASA

Contract 27-10JUN14 – *Child Advocacy Services* was approved by commission for award to Heart of Missouri CASA on December 30, 2014, commission order 602-2014. This amendment adds an additional 3,600 additional units of child advocacy services at \$25.00/hour, not to exceed \$90,000. The amendment also extends the contract through December 31, 2016.

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

cc: Kelly Wallis, Children's Services
Contract File

**CONTRACT AMENDMENT NUMBER TWO
AGREEMENT FOR
CHILD ADVOCACY SERVICES**

The Agreement 27-10JUN14 dated December 30, 2014 made by and between Boone County, Missouri and **Heart of Missouri CASA** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. The BCCSB agrees to purchase up to 3,600 additional units of child advocacy services from CASA, not to exceed additional compensation of \$90,000.00, and extends the agreement through December 31, 2016. CASA agrees to submit an additional year-end/final report by January 31, 2017 for the time period of January 1, 2016 through December 31, 2016. This amendment shall constitute one renewal period. The Agreement 27-10JUN14 dated December 30, 2014 may at the sole discretion of the BCCSB and with agreement of CASA be renewed for one additional one-year period.

2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

Heart of Missouri CASA

By: [Signature]
Signature

By: Anna Drake, Executive Director
Printed Name/ Title

Boone County, Missouri

By: Boone County Commission
[Signature]
Daniel K. Atwill, Presiding Commissioner

By: Boone County Children's Services Board

Les Wagner, Board Chair

APPROVED AS TO FORM:

By: [Signature]
County Counselor

ATTEST:

[Signature]
Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION: In accordance with §RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

[Signature] by [Signature] 03/18/2016
Signature Date

2161/71106/\$90,000.00

Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the

24th day of March 20 16

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

Now on this day the County Commission of the County of Boone does hereby approve Sole Source Contract 129-123116SS for the purchase of a Computer Aided Dispatch System (CAD) with maintenance for the Emergency Communication Center from SunGard Public Sector Inc. of Lake Mary, FL.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Sole Source Fact Sheet and Software License and Services Agreement.

Done this 24th day of February, 2016

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 Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



613 E. Ash, Room 110
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: March 24, 2016
RE: Sole Source Approval – 129-123116SS – Computer Aided Dispatch System (CAD) for the Emergency Communication Center

Attached for signature and approval is a *Sole Source Request For, Contract and Addendum #1* from Information Technology for the purchase of a Computer Aided Dispatch System (CAD) with maintenance for the Emergency Communication Center. Purchase will be from SunGard Public Sector Inc. of Lake Mary, Florida.

The SunGard product has full integration with other SunGard products that are currently deployed by both the County and some user agencies. There is a need for seamless, vendor-provided interfaces and interaction.

The County has the Naviline Select RMS and SunGuard Jail Management Systems (JMS) deployed at the Sheriff Department. The City of Columbia (a user agency) is using the SunGuard RMS product that could integrate most successfully with a CAD system produced by the same vendor.

This product will have an annual support maintenance fee. The vendor shall provide upgrades, additions, software updates and other components specifically identified within the contract. Maintenance will be on-going and SunGard Public Sector provided a proprietary sole source letter.

Contract total is \$803,220.92 and invoices will be paid from department 4101 – ECC Radio & Technology, account 71231 – ECC Construction Project. The attached addendum for the source code to remain in escrow with Iron Mountain is \$800 and will be paid from department 2703 – Information Technology – BCJC/EM, account 71231 – owner Costs. Total ECC project budget is \$2,706,000.

The intent to purchase as sole source was advertised in the *Missourian* and *Tribune* on February 9, 2016.

ATT Sole Source Request
SunGard Public Sector proprietary letter
Contract

cc: Karen Miller, Commission
Frank Kirk, Mission Critical Partners
Aron Gish, Trudy Fisher, IT
Chad Martin, Patricia Schreiner, Joint Communications
Sole Source File

Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing



613 E. Ash, Rm 110
Columbia, MO 65201
Phone: (573) 886-4391
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SOLE SOURCE/NO SUBSTITUTE FACT SHEET

Originating Office	Information Technology
Person Requesting	Aron Gish
Date Requested	2/4/16
Contact Phone Number	884-4319

UPON COMPLETION OF THIS FORM, PLEASE SUBMIT TO THE PURCHASING DEPARTMENT.

PURCHASING DEPARTMENT APPROVAL: Melinda Bobbitt Signature 3-14-16 Date

SOLE SOURCE NUMBER: 129-12311655
(Assigned by Purchasing)

COMMISSION APPROVAL: David Montville Signature on-going for up grades and annual maintenance Date

Expiration Date: 20 through 20 One Time Purchase (check)

Vendor Name SunGard Public Sector Inc.

Vendor Address Attn: Paul Valis-Legal Counsel, 1000 Business Center Drive, Lake Mary, FL 32746 (This is where to mail a contract)

Vendor Phone and Fax T: 407-304-3191. David Montville mobile: 386-748-8822; e-mail: David.Montville@sungardps.com

Product Description Computer Aided Dispatch System

Estimated Cost _____

Department/Account Number(s) Invoices Will Be Paid 4101-71231 / Budgeted: \$2,706,000

The following is a list of questions that must be answered when making sole source requests. This is a formal document for submission to the County Commission. If a question is not applicable, please indicate N/A. Use layman's terms and avoid jargon and the use of acronyms.

- Please check the reason(s) for this sole request:
 - Only Known Source-Similar equipment or material not available from another vendor
 - Equipment or materials must be compatible with existing Equipment
 - Immediate purchase necessary to correct situation threatening life/property
 - Lease Purchase - Exercise purchase option on lease

- Medical device or supply specified by physician
 - Used Equipment - Within price set by one/two appraisal(s) by disinterested party(ies)
 - Other - List (attach additional sheets if necessary)
-

2. Briefly describe the commodity/material you are requesting and its function.
3. Describe the unique features/compatibility of the commodity/material that precludes competitive bidding.
The SunGuard product has full integration with other SunGuard products that are currently deployed by both the County and some user agencies. There is a need for seamless, vendor-provided interfaces and integration.

The County has the Naviline Select RMS and SunGuard Jail Management Systems (JMS) deployed at the Sheriff Department. At the City of Columbia Police Department (a user agency), they are using the SunGuard RMS product that could integrate most successfully with a CAD system produced by the same vendor.
4. What research has been done to verify this vendor as the only known source?
SunGard Public Sector provided a proprietary sole source letter.
5. Does this vendor have any distributors, dealers, resellers, etc. that sell the commodity/material?
 Yes (please attach a list of known sources)
 No
6. Must this commodity/material be compatible with present inventory/equipment, or in compliance with the manufacturer's warranty or existing service agreement? If yes, please explain.
Yes, the Computer Aided Dispatch System and associated components must be compatible with a fully integrated public safety solution. The County has the Naviline Select RMS and SunGuard Jail Management Systems (JMS) deployed at the Sheriff Department.
7. If this is an initial purchase, what are the future consequences of the purchase? That is, once this purchase is approved and processed, what additional upgrades/additions/supplies/etc. are anticipated/projected over the useful life of this product?
This product will have an annual support maintenance fee. In accordance with the purchase the vendor shall, as outlined in the contractual document provide upgrades, additions, software updates and other components specifically identified within the aforementioned contractual document.
8. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? What additional, related, sole source purchases have occurred since the initial purchase? Please state previous purchase order number(s).
N/A
9. How has this commodity/material been purchased in the past? (Sealed Bid, Sole Source, RFP, other) Please provide document numbers.
UNKNOWN. This is the county first purchase of a CAD System.
10. What are the consequences of not securing this specific commodity/material?
A full Integrated CAD and public safety systems allow dispatchers the ability to provide immediate, real time, detailed records regarding incoming incidents and historical information relating to potential suspects and dangerous situations.

Without the tight integration between CAD and record management systems strategic information may not be immediately available to warn responding personnel of hazards or historical occurrences of crime in a specific area. The safety of responding personnel may be jeopardized without rapid availability of incident information. The ability to track comprehensive event details that are vital to pinpointing trends and high risk areas is compromised.

11. List any other information relevant to the acquisition of this commodity/material (additional sheets may be attached, if necessary).

11. How long is sole source approval necessary for this type of purchase? Is this a one-time purchase or is there an identified time period needed?
This procurement will be a one-time purchase.

DocuSign Envelope ID: 1243C6D3-1476-447F-A1CE-EC2BA34212A3

SUNGARD® PUBLIC SECTOR

www.sungardps.com • 407-304-3235 • 800-727-8088 toll-free

February 4, 2016

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing
Boone County Purchasing
Annex Building
613 E. Ash St., Room 110
Columbia, MO 65201

Dear Ms. Bobbitt:

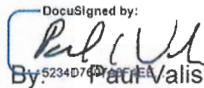
This letter is intended to reflect that ONESolution software applications are proprietary software solely provided by SunGard Public Sector LLC. SunGard Public Sector LLC is the sole owner, developer, distributor, and provider of annual support/maintenance for the ONESolution brand software and has full power and authority to grant the rights to license it without the consent of any other person or entity.

Our CAD and Mobiles solution was designed to fully integrate seamlessly into our Mobile Field Reporting and Records Management solution. These integrated core applications share systems and architectures that can only come from SunGard Public Sector LLC. There are no interfaces to any other products in the market that will provide the level of integration from this solution that is built from the ground up.

If you have any questions or need additional information, please do not hesitate to contract me. Thank you.

Sincerely,

SUNGARD PUBLIC SECTOR LLC

DocuSigned by:

By: 5234074970555EA Paul Valis

Legal Counsel
paul.valis@sungardps.com

Boone County Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



613 E. Ash St.-Rm 110
Columbia, MO 65201
Phone (573) 886-4391
Fax (573) 886-4390

To: Ruby Kuhler
rwheeler@tribmail.com

From: Melinda Bobbitt, Director of Purchasing

RE: Advertisement for Sole Source Purchase

Date: February 4, 2016

The following is a sole source purchase advertisement. Please call if you have any questions.

NOTICE OF INTENT TO MAKE SINGLE FEASIBLE SOURCE PURCHASE

Boone County believes there is only a single feasible source from which to purchase the following and intends to make a single feasible source purchase unless viable competition is established. Please contact the Boone County Purchasing Department if you can supply the following:

Computer Aided Dispatch System (CAD) from SunGard Public Sector Inc. of Lake Mary, FL. CAD must integrate and be compatible with existing County employed public safety solutions including Naviline Select RMS and SunGuard Jail Management Systems.

To receive additional information or to express an interest in providing the above, please contact the Purchasing Department by **9:30 a.m. on February 22, 2016**. Boone County Purchasing Department, 613 E. Ash, Columbia, MO 65201.

Information is available in the Purchasing Office by phone: (573) 886-4391; fax (573) 886-4390 or e-mail: mbobbitt@boonecountymo.org.

Melinda Bobbitt, CPPO
Director, Boone County Purchasing

Insertion date: Tuesday, February 9, 2016
COLUMBIA TRIBUNE

Melinda Bobbitt - RE: ad

From: "Kuhler, Ruby" <rgkuhler@columbiatribune.com>
To: 'Melinda Bobbitt' <mbobbitt@boonecountymmo.org>
Date: 2/4/2016 3:12 PM
Subject: RE: ad
Attachments: 2038559.pdf

Melinda:

Good afternoon! I have attached a copy of the notice as it will appear 2/9. Total cost is \$40.13. Please review the attached proof closely and make the following notations:

- If changes are required, mark them clearly on the proof; either email changes or and fax to 815-1851
- If no changes are required, please email confirmation

For your convenience, we will fax affidavits of publication on the final or next business day after the completion of your notice. If you'd like to utilize this option, please let us know with your fax number. We will mail the hard copy file after completion of the notice or with your bill.

CANCELLATION POLICY

Please be advised that if a legal notice is cancelled prior to publication, a \$35.00 production fee will be charged. Cancellations or changes made within the duration of the ad will be effective for the next available publication according to our deadlines (typically 72 – 96 hours prior to publication, depending on publication date). Cancellation instructions **MUST** be faxed to 866.294.7696. If you do not receive confirmation from us that the notice has been cancelled, it is your responsibility to follow up on the cancellation request by calling 573-815-1855. The Columbia Daily Tribune will not be liable for cancellation discrepancies if these procedures are not followed.

Thanks,

Ruby

Ruby Kuhler
Classified Advertising Manager
Columbia Daily Tribune / ColumbiaTribune.com PO Box 798, Columbia, MO 65205
Ph 573.815.1859
Fx 866.294.7696

TRIBUNE CLASSIFIEDS
The Market Leader

From: Melinda Bobbitt [mailto:mbobbitt@boonecountymmo.org]
Sent: Thursday, February 04, 2016 2:27 PM

To: Kuhler, Ruby <rgkuhler@columbiatribune.com>

Subject: ad

Ruby,

See attached ad.

Thanks

Melinda

Melinda Bobbitt, CPPO, CPPB

Director of Purchasing

Boone County Purchasing

Annex Building

613 E. Ash St., Room 110

Columbia, MO 65201

Telephone: (573) 886-4391

Fax: (573) 886-4390

Email: mbobbitt@boonecountymo.org

For all the latest news from Boone County Government, subscribe to the Boone County News Listserv at WWW.SHOWMEBOONE.COM!

**NOTICE OF INTENT TO
MAKE SINGLE FEASIBLE
SOURCE PURCHASE**

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mbobbitt@boonecountymo.org.

Melinda Bobbitt, CPPO
Director, Boone County Purchasing

INSERTION DATE: February 9, 2016

Boone County Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



613 E. Ash St.-Rm 110
Columbia, MO 65201
Phone (573) 886-4391
Fax (573) 886-4390

To: Melody Cook (884-0003)
cookmr@missouri.edu
advertising@columbiaindian.com

From: Melinda Bobbitt, Director of Purchasing

RE: Advertisement for Sole Source Purchase

Date: February 4, 2016

The following is a sole source purchase advertisement. Please call if you have any questions.

NOTICE OF INTENT TO MAKE SINGLE FEASIBLE SOURCE PURCHASE

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Melinda Bobbitt, CPPO
Director, Boone County Purchasing

Insertion date: Tuesday, February 9, 2016
COLUMBIA MISSOURIAN

Page : 1 of 1 02/04/2016 14:37:22
Order Number : 30994458
PO Number :
Customer : L8864390 Boone Co. Purchasing
Contact :
Address1 : 613 East Ash
Address2 :
City St Zip : Columbia MO 65201
Phone : (573) 886-4392
Fax : (573) 886-4390
Credit Card :
Printed By : Cook, Melody R.
Entered By : Cook, Melody R.
Keywords : Computer Aided Dispatch System
Notes :
Zones :

Ad Number : 31005588
Ad Key : 30994458
Salesperson : 67 - Legal Acct
Publication : Columbia Missourian
Section : Classified Section
Sub Section : Classified Section
Category : Legal Notices 1300
Dates Run : 02/09/2016-02/09/2016
Days : 1
Size : 1 x 3.00, 30 lines
Words : 152
Ad Rate : Open
Ad Price : 19.50
Amount Paid : 0.00
Amount Due : 19.50

NOTICE OF INTENT TO MAKE SINGLE
FEASIBLE SOURCE PURCHASE

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Melinda Bobbitt, CPPO
Director, Boone County Purchasing
Insertion date: February 9, 2016

CUSTOMER NO. _____; CONTRACT NO. _____

SOFTWARE LICENSE AND SERVICES AGREEMENT

BETWEEN

SunGard Public Sector LLC
a Florida Limited Liability Company
with headquarters at:
1000 Business Center Drive
Lake Mary, FL 32746

("SunGard Public Sector")

AND

Boone County, Missouri
with its principal place of business at
801 East Walnut
Columbia, MO 65201

(for purposes of this Agreement, "Customer")

By the signatures of their duly authorized representatives below, SunGard Public Sector and Customer, intending to be legally bound, agree to all of the provisions of this Agreement and all Exhibits, Supplements, Schedules, Appendices, and/or Addenda to this Agreement.

The terms and conditions contained in this Agreement, including prices, will be honored as set forth herein, provided the Agreement is fully executed and delivered by March 30, 2016.

Boone County, Missouri

SunGard Public Sector LLC

BY: *[Signature]*

BY: *[Signature]*

PRINT NAME: DANIEL K. ATWILL

PRINT NAME AND TITLE: Lisa Neumann - Controller

PRINT TITLE: PRESIDING COMMISSIONER

DATE SIGNED: 3-24-16

DATE SIGNED: 3/15/16

APPROVED AS
TO LEGAL FORM
[Signature]
DATE: 3/17/16

CERTIFICATION:
I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.
[Signature] 3-17-16
Auditor Date

THIS AGREEMENT is made between SunGard Public Sector LLC and Customer as of the Execution Date. The parties agree as follows:

1. **Definitions.**

"Access Agreement" means a written agreement between Customer, SunGard Public Sector, and a fire, emergency and/or police/law enforcement agency identified in the attached Agency Access Supplement (or as may be subsequently identified and added to this Agreement by mutual written agreement) that allows for the participation and access by such agency to the Software. The format and terms and conditions of such agreement are set forth in the Agency Access Supplement, which is attached and incorporated herein.

"Additional Agency" is an authorized beneficiary fire, emergency, or law enforcement agency identified on the Agency Access Supplement or otherwise subsequently added to the Agency Access Supplement under the terms provided therein.

"Baseline" means the general released version of a Component System as updated to the particular time in question through both SunGard Public Sector's warranty services and SunGard Public Sector's Maintenance Program, but without any other modification whatsoever.

"Component System" means any one of the computer software programs which is identified in Exhibit 1 as a Component System, including all copies of Source Code, Object Code and all related specifications, documentation, technical information, and all corrections, modifications, additions, improvements and enhancements to and all Intellectual Property Rights for such Component System.

"Confidential Information" means non-public information of a party to this Agreement. Confidential Information of SunGard Public Sector includes the Software, all software provided with the Software, and algorithms, methods, techniques and processes revealed by the Source Code of

the Software and any software provided with the Software. Confidential Information does not include information that: (i) is or becomes known to the public without fault or breach of the Recipient; (ii) the Discloser regularly discloses to third parties without restriction on disclosure; or (iii) the Recipient obtains from a third party without restriction on disclosure and without breach of a non-disclosure obligation.

"Delivery Address" means the Customer shipping address set forth in Exhibit 1 as the Delivery Address.

"Delivery Date" means, for each Component System, the date on which SunGard Public Sector first ships the Component System to the Delivery Address F.O.B. SunGard Public Sector's place of shipment.

"Discloser" means the party providing its Confidential Information to the Recipient.

"Defect" means a material deviation between the Baseline Component System and its documentation, for which Defect Customer has given SunGard Public Sector enough information to enable SunGard Public Sector to replicate the deviation on a computer configuration that is both comparable to the Equipment and that is under SunGard Public Sector's control.

"Execution Date" means the latest date shown on the signature page of this Agreement.

"Equipment" means a hardware and systems software configuration meeting the "Equipment" criteria set forth in Exhibit 1.

"Exhibit 1" means, collectively: (i) The schedule attached to this Agreement which is marked as "Exhibit 1," including all attached Software Supplements; and (ii) any schedule also marked as "Exhibit 1" (also including any attached Software Supplements) that is

attached to any amendment to this Agreement. Other appendices to this Agreement are numbered sequentially and are also "Exhibits."

"Intellectual Property Rights" means all patents, patent rights, patent applications, copyrights, copyright registrations, trade secrets, trademarks and service marks and Confidential Information.

"Software" means the Component Systems listed in Exhibit 1.

"Customer Employees" means: (i) Customer's employees with a need to know; and (ii) third party consultants engaged by Customer who have a need to know, who have been pre-approved by SunGard Public Sector, and who, prior to obtaining access to the Software, have executed a SunGard Public Sector-approved non-disclosure agreement.

"Object Code" means computer programs assembled, compiled, or converted to magnetic or electronic binary form on software media, which are readable and usable by computer equipment.

"Recipient" means the party receiving Confidential Information of the Discloser.

"Software Supplement" means, with respect to a Component System, the addendum provided as part of Exhibit 1 that contains additional terms, conditions, limitations and/or other information pertaining to that Component System. If any terms of a Software Supplement conflicts with any other terms of this Agreement, the terms of the Software Supplement will control.

"Source Code" means computer programs written in higher-level programming languages, sometimes accompanied by English language comments and other programmer documentation.

2. Right to Grant License and Ownership.

SunGard Public Sector has the right to grant Customer this license to use the Software. Except as otherwise indicated in a Software Supplement, SunGard Public Sector owns the Software.

3. License. Subject to the terms and conditions of this Agreement, SunGard Public Sector grants Customer a perpetual, non-exclusive, non-transferable license to use and copy for use the Software on the Equipment within the United States of America for Customer's own, non-commercial computing operations. Any rights not expressly granted in this Agreement are expressly reserved.

a) Software Code. Customer has right to use the Software in Object Code form. Customer also has the right to use the Software in Object Code form temporarily on another SunGard Public Sector-supported configuration, for disaster recovery of Customer's computer operations.

b) Documentation. Except as otherwise provided for in the applicable Software Supplement, Customer can make a reasonable number of copies of the documentation for each Component System for its use in accordance with the terms of this Agreement.

c) Restrictions on Use of the Software. Customer is prohibited from causing or permitting the reverse engineering, disassembly or decompilation of the Software. Customer is prohibited from using the Software to provide service bureau data processing services or to otherwise provide data processing services to third parties except an Accessing Agency under the terms provided herein. Customer will not allow the Software to be used by, or disclose all or any part of the Software to, any person except Customer Employees and an Accessing Agency under the terms provided herein. Without limiting the foregoing, Customer is permitted to allow use of the input and/or output sensory displays of or from the Software by third parties on a strict "need to know" basis, and such use will not be deemed a non-permitted disclosure of the Software. Customer will not allow the Software, in whole or in part, to be exported outside of the United States of America, in any manner or by any means, without in each instance obtaining SunGard Public Sector's prior written consent and, if required, a validated export license from the Office of Export Administration within the U.S. Department of Commerce and such other appropriate United States governmental authorities.

d) Additional Agencies

At the request of Customer, and for such additional fees as SunGard Public Sector and the additional agency in question agree upon in a duly executed Access Agreement in each instance, additional fire, emergency, or law enforcement agencies may be granted access to Component System. The specific terms and conditions related to such law enforcement agency access will be memorialized in an Access Agreement in the format and with the general terms and conditions set forth in the Agency Access Supplement, which is attached and incorporated herein, executed by SunGard Public Sector, Customer and the added agency.

e) Intellectual Property Rights Notices. Customer is prohibited from removing or altering any of the Intellectual Property Rights notice(s) embedded in or that SunGard Public Sector otherwise provides with the Software. Customer must reproduce the unaltered Intellectual Property Rights notice(s) in any full or partial copies that Customer makes of the Software.

4. Services.

a) Generally. SunGard Public Sector will provide Customer with the information services identified in Exhibit 1, for the fees provided in Exhibit 1.

b) Additional Services. SunGard Public Sector can also provide Customer with additional information services, at SunGard Public Sector's then-current rates, or at such other rates as are agreed to by the parties in an amendment to this Agreement.

c) Workmanlike Skills. SunGard Public Sector will render all services under this Agreement in a professional and workmanlike manner. SunGard Public Sector will promptly replace any SunGard Public Sector personnel that are rendering services on-site at a Customer facility if Customer reasonably considers the personnel to be unacceptable and provides SunGard Public Sector with notice to that effect, provided that such replacement does not violate any law or governmental regulation applicable to such personnel replacement.

d) Conditions On Providing Services. In each instance in which SunGard Public Sector is providing Customer with services, SunGard Public Sector and Customer will develop a project plan that identifies each party's

responsibilities for such services. The project plan will describe in detail the tentative schedule and the scope of services that SunGard Public Sector will provide. Attached as Exhibit 3 is the Statement of Work relating to the Services identified in Exhibit 1. Customer will establish the overall project direction, including assigning and managing the Customer's project personnel team. Customer must assign a project manager who will assume responsibility for management of the project. Customer must ensure that the Equipment is operational, accessible and supported at the times agreed to by the parties in the project plan. While SunGard Public Sector is providing such services, Customer must provide SunGard Public Sector with such facilities, equipment and support as are reasonably necessary for SunGard Public Sector to perform its obligations, including remote access to the Equipment.

5. Delivery. Except as otherwise provided in Exhibit 1, SunGard Public Sector will deliver all Component Systems to Customer at the Delivery Address.

6. Payment and Taxes.

a) Payment.

i) License Fees. Fees for the Software will be due to SunGard Public Sector as provided for in Exhibit 1.

ii) Professional Services Fees. Except as otherwise provided in Exhibit 1, fees for professional services will be invoiced on a monthly basis in arrears and will be due within thirty (30) days from the date of invoice. Customer will reimburse SunGard Public Sector for actual travel and living expenses that SunGard Public Sector incurs in providing Customer with services under this Agreement. Such travel and living expenses will be governed by the SunGard Public Sector Travel Expense Guidelines attached hereto as Exhibit 2 and will be invoiced on a monthly basis in arrears and due within thirty (30) days from the date of invoice.

iii) Late Charge. SunGard Public Sector will have the right to charge a late fee to the extent that payment is received later than thirty (30) days from the date of

invoice. Late fees will be calculated at a rate of nine percent (9%) per annum.

b) Taxes. Customer is responsible for paying all taxes (except for taxes based on SunGard Public Sector's net income or capital stock) relating to this Agreement, the Software, any services provided or payments made under this Agreement. Applicable tax amounts (if any) are NOT included in the fees set forth in this Agreement. If Customer is exempt from the payment of any such taxes, Customer must provide SunGard Public Sector with a valid tax exemption certificate; otherwise, absent proof of Customer's direct payment of such tax amounts to the applicable taxing authority, SunGard Public Sector will invoice Customer for and Customer will pay to SunGard Public Sector all such tax amounts.

c) Scheduled Resource Changes: For training and on-site project management sessions which are cancelled at the request of Customer within fourteen (14) days of the scheduled start date, Customer is responsible for entire price of the training or on-site project management plus incurred expenses.

7. Limited Warranty, Disclaimer of Warranty and Election of Remedies.

a) Limited Software Warranty by SunGard Public Sector and Remedy For Breach. For each Component System, SunGard Public Sector warrants to Customer that, for a period of twelve (12) months after the Delivery Date, the Baseline Component System, as used by Customer on the Equipment for its own, non-commercial computing operations, will operate without Defects. For each Defect, SunGard Public Sector, as soon as reasonably practicable and at its own expense, will provide Customer with an avoidance procedure for or a correction of the Defect. If, despite its reasonable efforts, SunGard Public Sector is unable to provide Customer with an avoidance procedure for or a correction of a Defect, then, subject to the limitations set forth in Section 16 of this Agreement, Customer may pursue its remedy at law to recover direct damages resulting from the breach of this limited warranty. These remedies are exclusive and are in lieu of all other remedies, and SunGard Public Sector's sole obligations for breach of this limited warranty are contained in this Section 7(a).

b) Disclaimer of Warranty. The limited warranty in Section 7(a) is made to Customer exclusively and is in lieu of all other warranties. **SUNGARD PUBLIC SECTOR MAKES NO OTHER WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED, WITH REGARD TO ANY SERVICES PROVIDED UNDER THIS AGREEMENT AND/OR THE SOFTWARE, IN WHOLE OR IN PART. SUNGARD PUBLIC SECTOR EXPLICITLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE. SUNGARD PUBLIC SECTOR EXPRESSLY DOES NOT WARRANT THAT THE SOFTWARE, IN WHOLE OR IN PART, WILL BE ERROR FREE, WILL OPERATE WITHOUT INTERRUPTION OR WILL BE COMPATIBLE WITH ANY HARDWARE OR SOFTWARE OTHER THAN THE EQUIPMENT. CUSTOMER WAIVES ANY CLAIM THAT THE LIMITED WARRANTY SET FORTH IN SECTION 7(A) OR THE REMEDY FOR BREACH OF SUCH LIMITED WARRANTY FAILS OF ITS ESSENTIAL PURPOSE.**

c) Abrogation of Limited Warranty. The limited warranty in Section 7(a) will be null and void if: (i) anyone (including Customer) other than SunGard Public Sector modifies the Baseline Component System; or (ii) Customer does not implement changes that SunGard Public Sector provides to correct or improve the Baseline Component System. If despite any modification of the Component System, SunGard Public Sector can replicate the reported problem in the Baseline Component System as if the problem were a Defect, then SunGard Public Sector will nonetheless provide Customer with an avoidance procedure for or a correction of that reported problem for use in the Baseline Component System as though the reported problem were a Defect.

d) **FAILURE OF ESSENTIAL PURPOSE.** **THE PARTIES HAVE AGREED THAT THE LIMITATIONS SPECIFIED IN SECTIONS 7 AND 16 WILL SURVIVE AND APPLY EVEN IF ANY LIMITED REMEDY SPECIFIED IN THIS AGREEMENT IS FOUND TO HAVE FAILED OF ITS ESSENTIAL PURPOSE, AND REGARDLESS OF WHETHER CUSTOMER HAS ACCEPTED ANY SOFTWARE OR SERVICE UNDER THIS AGREEMENT.**

8. Confidential Information. Except as otherwise permitted under this Agreement, the

Recipient will not knowingly disclose to any third party, or make any use of the Discloser's Confidential Information. The Recipient will use at least the same standard of care to maintain the confidentiality of the Discloser's Confidential Information that it uses to maintain the confidentiality of its own Confidential Information of equal importance.

9. Indemnity by SunGard Public Sector.

SunGard Public Sector will defend, indemnify and hold Customer harmless from and against any loss, cost and expense that Customer incurs because of a claim that use of a Baseline Component System infringes any United States copyright of others. SunGard Public Sector's obligations under this indemnification are expressly conditioned on the following: (i) Customer must promptly notify SunGard Public Sector of any such claim; (ii) Customer must in writing grant SunGard Public Sector sole control of the defense of any such claim and of all negotiations for its settlement or compromise (if Customer chooses to represent its own interests in any such action, Customer may do so at its own expense, but such representation must not prejudice SunGard Public Sector's right to control the defense of the claim and negotiate its settlement or compromise); (iii) Customer must cooperate with SunGard Public Sector to facilitate the settlement or defense of the claim; (iv) the claim must not arise from modifications or (with the express exception of the other Component Systems and third party hardware and software specified by SunGard Public Sector in writing as necessary for use with the Software) from the use or combination of products provided by SunGard Public Sector with items provided by Customer or others. If any Component System is, or in SunGard Public Sector's opinion is likely to become, the subject of a United States copyright infringement claim, then SunGard Public Sector, at its sole option and expense, will either: (A) obtain for Customer the right to continue using the Component System under the terms of this Agreement; (B) replace the Component System with products that are substantially equivalent in function, or modify the Component System so that it becomes non-infringing and substantially equivalent in function; or (C) refund to Customer the portion of the license fee paid to SunGard Public Sector for the Component System(s) giving rise to the infringement claim, less a charge for use by Customer based on straight line depreciation assuming a useful life of five (5) years. **THE**

FOREGOING IS SUNGARD PUBLIC SECTOR'S EXCLUSIVE OBLIGATION WITH RESPECT TO INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS.

10. Term and Termination.

a) Right of Termination. A party has the right to terminate this Agreement if the other party breaches a material provision of this Agreement. Either party has the right to terminate this Agreement at any time while an event or condition giving rise to the right of termination exists. To terminate this Agreement, the party seeking termination must give the other party notice that describes the event or condition of termination in reasonable detail. From the date of its receipt of that notice, the other party will have thirty (30) days to cure the breach to the reasonable satisfaction of the party desiring termination. If the event or condition giving rise to the right of termination is not cured within that period, this Agreement will automatically be deemed terminated at the end of that period. However, notice to SunGard Public Sector of a suspected Defect will not constitute a notice of termination of this Agreement.

b) Effect of Termination. Upon termination of this Agreement by either party, Customer will promptly return to SunGard Public Sector or (at SunGard Public Sector's request) will destroy all copies of the Software, and will certify to SunGard Public Sector in writing, over the signature of a duly authorized representative of Customer, that it has done so.

c) Survival of Obligations. All obligations relating to non-use and non-disclosure of Confidential Information and indemnity will survive termination of this Agreement.

d) Termination Without Prejudice to Other Rights and Remedies. Termination of this Agreement will be without prejudice to the terminating party's other rights and remedies pursuant to this Agreement.

11. Notices. All notices and other communications required or permitted under this Agreement must be in writing and will be deemed given when: Delivered personally; sent by United States registered or certified mail, return receipt requested; transmitted by facsimile confirmed by United States first class mail; or sent by overnight courier. Notices must be sent to a party at its

address shown on the first page of this Agreement, or to such other place as the party may subsequently designate for its receipt of notices.

12. Force Majeure. Neither party will be liable to the other for any failure or delay in performance under this Agreement due to circumstances beyond its reasonable control, including Acts of God, acts of war, accident, labor disruption, acts, omissions and defaults of third parties and official, governmental and judicial action not the fault of the party failing or delaying in performance.

13. Assignment. Neither party may assign any of its rights or obligations under this Agreement, and any attempt at such assignment will be void without the prior written consent of the other party. For purposes of this Agreement, "assignment" will include use of the Software for benefit of any third party to a merger, acquisition and/or other consolidation by, with or of Customer, including any new or surviving entity that results from such merger, acquisition and/or other consolidation. However, the following will not be considered "assignments" for purposes of this Agreement: SunGard Public Sector's assignment of this Agreement or of any SunGard Public Sector rights under this Agreement to SunGard Public Sector's successor by merger or consolidation or to any person or entity that acquires all or substantially all of its capital stock or assets; and SunGard Public Sector's assignment of this Agreement to any person or entity to which SunGard Public Sector transfers any of its rights in the Software.

14. No Waiver. A party's failure to enforce its rights with respect to any single or continuing breach of this Agreement will not act as a waiver of the right of that party to later enforce any such rights or to enforce any other or any subsequent breach.

15. Choice of Law; Severability. This Agreement will be governed by and construed under the laws of the State of Missouri, without reference to the choice of laws provisions thereof. If any provision of this Agreement is illegal or unenforceable, it will be deemed stricken from the Agreement and the remaining provisions of the Agreement will remain in full force and effect.

16. LIMITATIONS OF LIABILITY.

A) LIMITED LIABILITY OF SUNGARD PUBLIC SECTOR. SUNGARD PUBLIC SECTOR'S LIABILITY IN CONNECTION WITH THE SOFTWARE, ANY SERVICES, THIS LICENSE OR ANY OTHER MATTER RELATING TO THIS AGREEMENT WILL NOT EXCEED ONE AND ONE HALF TIMES (1.5X) THE TOTAL AMOUNT REFLECTED IN THE SUMMARY OF COSTS TABLE IN EXHIBIT 1.

B) EXCLUSION OF DAMAGES. REGARDLESS WHETHER ANY REMEDY SET FORTH HEREIN FAILS OF ITS ESSENTIAL PURPOSE OR OTHERWISE, IN NO EVENT WILL SUNGARD PUBLIC SECTOR BE LIABLE TO CUSTOMER FOR ANY SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER BASED ON BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, OR OTHERWISE, AND WHETHER OR NOT SUNGARD PUBLIC SECTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

C) BASIS OF THE BARGAIN. CUSTOMER ACKNOWLEDGES THAT SUNGARD PUBLIC SECTOR HAS SET ITS FEES AND ENTERED INTO THIS AGREEMENT IN RELIANCE UPON THE LIMITATIONS OF LIABILITY AND THE DISCLAIMERS OF WARRANTIES AND DAMAGES SET FORTH IN THIS AGREEMENT, AND THAT THE SAME FORM AN ESSENTIAL BASIS OF THE BARGAIN BETWEEN THE PARTIES.

17. Standard Contract Terms and Conditions – Boone County, Missouri. Attached as Exhibit 4 are additional terms and condition applicable to this Agreement.

18. Insurance. Insurance provisions attached hereto as Exhibit 5 are applicable to this Agreement.

19. Entire Agreement. This Agreement contains the entire understanding of the parties with respect to its subject matter, and supersedes and extinguishes all prior oral and written communications between the parties about its subject matter. Any purchase order or similar document which may be issued by Customer in connection with this Agreement does not modify this Agreement. No modification of this Agreement will be effective unless it is in writing,

is signed by each party, and expressly provides that it amends this Agreement.

Customer: **Boone County, Missouri**
Delivery Address: 801 East Walnut Columbia, MO 65201

SOFTWARE:

See Attachment A to Exhibit 1

Software Notes:

1. Interfaces are interfaces only. Customer shall be responsible for obtaining the applicable software, hardware and system software from the appropriate third party vendor.
2. Mobiles applications do not include AVL hardware.
3. The Contract Year commences on the Execution Date (or anniversary thereof) and continues for one year thereafter. Improvements for the initial Contract Year are provided at no charge. The "Initial Annual Improvement Fees" amount in the schedule above represents the Improvements fee for the second Contract Year, and is payable only if Customer elects to extend the term of the Agreement through the second Contract Year, as provided for in Section 4, Term, of the Software Maintenance Supplement attached hereto.
4. Improvements Surcharge Imposed In Certain Instances: At the commencement of any Contract Year where Customer is operating on a version of a Baseline Component System that is more than two (2) general release versions behind the then-current release for any Component System, SunGard Public Sector will assess a ten percent (10%) surcharge over and above the Improvements fee for that Contract Year, with such surcharge to be imposed on a prorated basis for the portion of the Contract Year that Customer remains on a general release version that is more than two (2) releases behind the then-current release of the Component Systems in question. Once Customer is using a release that is no more than two (2) general release versions behind the then-current release, the Improvements surcharge will be removed on a prospective basis, as of the date that Customer is using the release that is no more than two (2) general release versions behind the then-current release.

SERVICES:

See Attachment A to Exhibit 1

Services Notes:

1. Pricing is a good faith estimate based on the information available to SunGard Public Sector at the time of execution of this Agreement. The total amount that Customer will pay for these services (i.e., the "TOTAL SERVICES FEE") will vary based on the actual number of hours of services required to complete the services. If required, additional services will be provided on

a time and materials basis at hourly rates equal to SunGard Public Sector's then-current list price rates for the services at issue.

2. Travel and living expenses are additional and will be billed monthly as SunGard Public Sector renders the services. Travel and living expenses are estimated to be \$24,000

THIRD PARTY PRODUCTS:

See Attachment A to Exhibit 1

Third Party Product Notes:

All deliveries shall be made FOB Destination with freight prepaid and charged back the buyer by adding the freight charges to the invoices. A copy of the actual freight bill should be attached to the invoices as evidence of correct freight billing. Shipping is estimated to be \$500.

SUMMARY OF COSTS

	Price
Component Systems	\$ 297,700.00
Services (including Custom Modifications)	312,780.00
Pay Agency Products	168,240.92
Travel and Living (estimated)	24,000.00
Shipping (estimated)	500.00
Total	\$ 803,220.92
Initial Annual Improvement Fees (Year 2)	\$ 69,284.00

APPLICABLE TAXES ARE NOT INCLUDED IN THIS EXHIBIT 1, AND, IF APPLICABLE, WILL BE ADDED TO THE AMOUNT IN THE PAYMENT INVOICE(S) BEING SENT SEPARATELY TO THE CUSTOMER.

The amounts noted above shall be payable as follows:

License Fee: 100% on the Execution Date.

Installation: On invoice, upon completion.

Project Management: 100% on the Execution Date.

Training Fees: On invoice, upon completion.

Professional Services Fees: On invoice daily, as incurred.

Conversion Fees: 50% on the Execution Date; 50% on invoice, upon completion.

Custom Modification Fees: 100% on the Execution Date

Implementation Services Fee: 50% on the Execution Date; 50% on invoice, upon completion.

Third Party Products Hardware & Software Fee: 100% on the Execution Date.

Improvements Fees: Improvements for the initial Contract Year are provided at no charge. The "Initial Annual Improvement Fees" amount in the table above represents the Improvements fee for the Second Contract Year. Improvement fees are due thirty (30) days prior to the commencement of Contract Year for which such fees are being remitted. Improvement fees for any Contract Year subsequent to the second full Contract Year are subject to change and will be specified by SunGard Public Sector in an annual invoice.

EQUIPMENT: Host(s) or client server configuration(s) and/or combinations of host(s) and client server configuration(s) within the United States of America for which SunGard Public Sector supports the Software. Customer acknowledges that certain Component Systems of the Software may require specific host or client configurations.

Long Descriptions.

Part Number: CAD-SITE
Description: BASE COMPUTER AIDED DISPATCH SYSTEM

SITE LICENSE INCLUDES:

CAD-BASE-SITE
CAD-CON
CAD-MAP
CAD-MAPD
MCT-MIS
MCT-AVL-CAD
CAD-MRM

Long Description: SITE LICENSE INCLUDES:

CAD-BASE-SITE
CAD-CON
CAD-MAP
CAD-MAPD
MCT-MIS
MCT-AVL-CAD
CAD-MRM

Computer Aided Dispatch Includes:

- Single-Jurisdictional CAD for Police, Fire, and/or EMS
- Call Taking and Dispatching Functions
- Tabular Geo-File Subsystem (without maps)
- Business and Sites Subsystem
- Unit Recommendation Subsystem
- Premise/Alert and Hotspots Subsystems

Part Number: CAD-CON-T1

Description: ADDITIONAL CAD CONSOLE LICENSE

Long Description: An additional license, in addition to the number of console licenses in the base CAD system, is required for each call taker and dispatch console/workstation to operate the CAD system.

Part Number: CAD-MAP-T1

Description: FIRST CAD MAP DISPLAY AND MAP MAINTENANCE SOFTWARE LICENSE - POP. TIER 1

Long Description: First Map Display and Map Maintenance Software License for a CAD Workstation Includes:

- Pin Mapping of Calls for Service Data
- Map Editing and Maintenance software (training not included)
- Map Display for One Workstation

This does not include any GIS data, related attribute data, ortho photography or digitizing services. Should the Customer elect to maintain their maps with OASIS, they should use this license exclusively as a map editor and not as a CAD display license. Therefore, another CAD Map Display license would be required for the first CAD workstation.

Part Number: CAD-MAPD-T1

Description: ADDITIONAL CAD MAP DISPLAY LICENSE

Long Description: An additional license, in addition to the number of map console licenses in the base CAD system, is required for each additional call taker and dispatch console/workstation to display maps with the CAD system. Each license represents one workstation, not concurrent user.

Part Number: CAD-PG-T1

Description: ALPHA NUMERIC PAGING MODULE

Long Description: The Alpha-Numeric Paging module is designed to automatically send an alphanumeric page to responding units upon dispatch. Our paging module supports the ability to send individual personalized messages to specific pagers directly from CAD. This module supports group paging. For example, a volunteer fire station will need to have a single group Pager Identifier Number (PIN) set up that will alert all firefighters for that specific station.

Part Number: CAD-RS-T1

Description: CAD ROSTER MODULE

Long Description: The CAD Roster module interfaces CAD with user defined personnel rosters. CAD then automatically monitors these rosters and units roll on and off duty without dispatcher intervention.

Part Number: CAD-E911-T1

Description: E911 INTERFACE MODULE

Long Description: The E911 Interface allows CAD to communicate to the E911 controller's ANI/ALI serial port.

The Customer must provide an RS232/serial cable (with accurate pin-outs) from their E911 ANI/ALI controller's CAD port to the CAD server's serial port. The Customer must also provide SunGard with accurate ANI/ALI interface data formats from their E911 vendor that defines the data stream characters and their stop and start positions.

Part Number: CAD-INT-FIREHOUSE

Description: FIREHOUSE RMS INTERFACE

Long Description: The Firehouse interface allows CAD to provide Firehouse software a one direction transfer of data for call incident number, units and associated times. CAD will create tables within a specified directory which Firehouse may then import into their application. Firehouse application software does not provide any data to CAD.

This interface also provides CAD users the ability to query Occupancy data from Firehouse.

Part Number: CAD-PQA-LAW-T1

Description: LAW PROQA INTERFACE

Long Description: SunGard has developed an interface to ProQA's windows version of Fire Dispatch. SunGard does not include the license fees for the ProQA software because the Customer normally acquires ProQA application software direct from Priority Dispatch. Priority Dispatch also requires that all communicators be trained and certified on their ProQA product by a certified instructor.

The Customer must acquire the training from Priority Dispatch. If the Customer already has ProQA, the Customer should verify that the ProQA release is compliant with SunGard's supported release.

ProQA software must be installed, tested and operational at all applicable workstations prior to SunGard installing the CAD interface.

Part Number: CAD-PQA-FIR-T1

Description: FIRE PROQA INTERFACE

Long Description: SunGard has developed an interface to ProQA's windows version of Fire Dispatch. SunGard OSSI does not include the license fees for the ProQA software because the Customer normally acquires ProQA application software direct from Priority Dispatch. Priority Dispatch also requires that all communicators be trained and certified on their ProQA product by a certified instructor.

The Customer must acquire the training from Priority Dispatch. If the Customer already has ProQA, the Customer should verify that the ProQA release is compliant with SunGard's supported release.

ProQA software must be installed, tested and operational at all applicable workstations prior to SunGard installing the CAD interface.

Part Number: CAD-PQA-MED-T1

Description: MEDICAL PROQA INTERFACE

Long Description: SunGard has developed an interface to ProQA's windows version of Medical Dispatch. SunGard does not include the license fees for the ProQA software because the Customer normally acquires ProQA application software direct from Priority Dispatch. Priority Dispatch also requires that all communicators be trained and certified on their ProQA product by a certified instructor.

The Customer must acquire the training from Priority Dispatch. If the Customer already has ProQA, the Customer should verify that the ProQA release is compliant with SunGard's supported release.

ProQA software must be installed, tested and operational at all applicable workstations prior to SunGard installing the CAD interface.

Part Number: CAD-INT-LOCUTION

Description: LOCUTION INTERFACE

Long Description: The CADVoice™ interface is an interface with Locution System's CADVoice System. When units are dispatched, CAD passes specific CAD event data and station alert codes to CADVoice for processing. This event data is only sent to CADVoice from the unit recommend form within CAD.

The Customer must purchase and provide/install the CADVoice hardware. The Customer is responsible for providing network TCP/IP connectivity between the CAD system and the CADVoice hardware. Any costs required by Locution for the completion of this interface have not been included in SunGard's pricing and are the responsibility of the Customer.

Part Number: CAD-MJ-T1

Description: MULTI-JURISDICTIONAL DISPATCH OPTION

Long Description: The multi-jurisdictional dispatch option allows the CAD system to dispatch for multiple jurisdictions.

Part Number: CAD-RR-T1

Description: RIP AND RUN PRINTING/FAXING MODULE

Long Description: The Rip and Run module allows for remote call notification reports (network printing, faxing, and email) at Fire/EMS stations. When units are dispatched, the station receives a Dispatch Report that includes location, nature, x-streets, call taker notes, premise alerts, street notes, medical priority level, etc. When all units clear the call, each station dispatched will automatically receive a CAD Event Report containing the full radio and event log for the call.

For printing, the Rip and Run module requires each printer to be a network laser printer compatible with Windows 2000 or higher OS. Faxing requires a dedicated phone line, fax machine, and WinXP/WIN2003 faxing services. Emailing requires that the machine running the Rip and Run application be configured by the customer for Email support. Stations can be configured for either network printing, faxing or emailed reports.

Part Number: CAD-INT-GEN

Description: GENERIC FIRE, EMS, LAW EXPORT-FIRST WATCH

Long Description: This interface is designed to export CAD event data that can then be imported and processed by third party applications. The customer configures by agency the events that will automatically export. This export may be used for Law, Fire, and EMS.

3rd party must adhere to our spec.

Part Number: CAD-INT-GEN

Description: GENERIC FIRE, EMS, LAW EXPORT-EOC

Long Description: This interface is designed to export CAD event data that can then be imported and processed by third party applications. The customer configures by agency the events that will automatically export. This export may be used for Law, Fire, and EMS.

3rd party must adhere to our spec.

Part Number: CAD-INT-GEN

Description: GENERIC FIRE, EMS, LAW EXPORT-REAL TIME FIRE/EMS

Long Description: This interface is designed to export CAD event data that can then be imported and processed by third party applications. The customer configures by agency the events that will automatically export. This export may be used for Law, Fire, and EMS.

3rd party must adhere to our spec.

Part Number: MCT-MIS-T1

Description: LAN CLIENT LICENSE FOR MESSAGE SWITCH

Long Description: A client license is required for each CAD, RMS or JMS workstation connected to the Customer's LAN or WAN to access SunGard Message Switch.

The Message Switch Client provides the following functions:

- Workstation-to-workstation messaging
- Mobile-to-workstation messaging (if mobile applications are licensed)
- SunGard's standard State/NCIC queries

The standard set of State/NCIC queries included are Drivers license inquiry, Wanted Person inquiry, Vehicle inquiry, Boat inquiry, Article inquiry, Gun inquiry, Criminal History inquiry, and Admin Message.

Part Number: MCT-AVL-CAD-T15

Description: CAD CLIENT AVL LICENSE

Long Description: SunGard's Automatic Vehicle Locator (AVL) software for the CAD workstation allows the communicator to view/track/find mobile units in the field. This product requires that the customer purchase maps.

Part Number: CAD-INT-ASAP

Description: Automated Secure Alarm Protocol (ASAP) Interface

Long Description: SunGard Public Sector provides the ability to receive new alarm events from Alarm Monitoring Central Stations, provide appropriate responses to an Alarm Monitoring Central Station (AMC) for the alarm events, and process accepted alarm

events as new calls for service in the ONESolution CAD Open Calls window. Additionally, Mobile Communications Terminal (MCT) users can initiate notes and/or messages to an AMC. Updates can also be received from an AMC, such as a request to cancel an event. ONESolution CAD uses Niets (the International Public Safety and Justice Sharing Network) to send and receive ASAP message transactions. Your State Message Switch/Control Point is an integral link in the chain of message brokering that must occur. When an alarm monitoring company receives an alarm notification, a data exchange is initiated between the AMC's computer system and the PSAP's CAD system. The automated call for service typically includes, at a minimum, the following information:

- " Premise address
- " Name of premises (businesses)
- " Physical location of alarm within structure
- " Alarm subscriber's name (personal residence)
- " Alarm type (i.e. fire, burglary, medical, etc.)
- " Alarm details (ie. Zone, AMC notes, etc.)

Part Number: CAD-CUST-MOD

Description: NEXTGEN 911 INTERFACE

Long Description: This interface allows and agency to receive Short Message Service (SMS) and Multimedia Message Service (MMS) text messages from citizens using wireless devices. A text message session is initiated when the wireless device user submits a keyword that is advertised by the agency. All message transactions between the wireless device and the Public Safety Answering Point (PSAP). The functionality described above is dependent on the customer's Next Gen 911 provider providing an API that supports the functionality listed above.

Part Number: INT-OPSCAD

Description: OPS CAD

Long Description: OpsCAD is a browser-based application that provides remote view-only access to the Customer's SunGard Computer Aided Dispatch system. The application provides a secure method for the Customer to view open/active calls, available/active units, and search event history. If the Customer's SunGard CAD system has maps, then the active calls can be displayed graphically on a remote map.

This application must run on a dedicated server with no other applications. Must include a server that has IIS 5 or above, minimum 1 GHz Processor, and minimum 512 MB RAM. SunGard's Technical department will provide server specs and pricing as needed.

Part Number: CAD-INT-PG

Description: CAD INTERFACE TO PAGEGATE

Long Description: SunGard's interface to NotePage, Inc.'s PageGate software allows the CAD Paging module to interface with the PageGate third party product. PageGate allows multiple paging service providers. This does not include the license fees (PageGate & ASCII Command Line interface) for the PageGate software.

Part Number: CAD-INT-IMAGETREND

Description: ImageTrend CAD Export Interface

Long Description: This ONESolution CAD interface produces a one-way XML data export for the ImageTrend application. This data will include incident and unit information related to each call in question. Each export file will represent a single CAD event and will be forwarded into a specific network directory location throughout the life cycle of the event where it will be available by ImageTrend.

Part Number: CAD-MRM-T1

Description: CAD RESOURCE MONITOR DISPLAY LICENSE WITH MAPS

Long Description: CAD Resource Monitor (CRM) with maps is a limited read only version of CAD that allows the Customer to view CAD activity and various calls for service reports. CRM requires that the workstation be connected to minimally a 100 MB LAN. The quantity of one (1) means one workstation software license. To have this product with mapping functionality, base CAD maps must be operational with the CAD System.

Part Number: CAD-CUST-MOD

Description: Last Known Location by PID

Long Description: SunGard will modify the existing INFO command to display the last known location of an officer. The INFO command already allows the user to retrieve information about an officer by PID number (officer ID number) or unit number. This modification will add the last known location to that INFO summary screen.

Part Number: CAD-CUST-MOD

Description: Active Call Screen-Single Line Event

Long Description: SunGard will modify all of our Active Call screens to allow for a single line with the incident and actively assigned units to be displayed on one line or row. If the incident has more units than one row can contain, we will wrap the units to the next line down - but still within the row of the related incident. Column headers of the row can be selected by the user and they can save those in the user profile. The column headers will be from the available list in CAD today. Within the displayed list of assign active units on the row, we will offer tool sets using the mouse to do standard operations such as Status Changes or Resetting Watchdog Timers. A detailed Scope of Work (SOW) will be developed that will describe this modification.

Part Number: CAD-CUST-MOD

Description: Open Call Screen-by Grouping Type

Long Description: SunGard will modify our Open Call screen (calls waiting) to allow for the grouping by service type. There will be a consolidated view of all open calls but by clicking on a labeled page tab CAD will filter and show only Open Calls related to the specific service type.

Part Number: CAD-CUST-MOD

Description: Create a Call from the map-Block Range

Long Description: SunGard will modify the feature in our CAD that allows for a user to create a call from the map. When a CAD operator right clicks on the map to create a call, the call location (street address) will be set as the block range on a street segment when the user clicks within pre-defined distance (in feet) of the street. This pre-defined distance from a road is a system setting applicable to all CAD consoles on the system. When the user clicks outside the pre-defined distance from a road, the location of the incident will be the nearest address.

Part Number: CAD-PROJ-MGNT

Description: CAD PROJECT MANAGEMENT

Long Description: CAD project management includes professional services from SunGard for project coordination and project management. The project management fee also includes coordinating with the Customer's project manager all SunGard related deliveries such as application software, implementation services, and scheduling of SunGard's resources with the Customer.

Part Number: CAD-INST

Description: BASE CAD SOFTWARE INSTALLATION

Long Description: Three (3) days of service related to CAD installation. Includes installation and initial configuration of CAD software and standard interfaces on the Customer server, as well as on-site installation of CAD on 5 workstations during a knowledge transfer session with the Customer. Initial CAD Audit.

Part Number: CAD-IMPL

Description: BASE CAD SOFTWARE IMPLEMENTATION

Long Description: 15 days of services related to CAD implementation, consisting of: Four (4) days of advisory consultation to assist with Customer questions and requests throughout the project Three periodic CAD data audits, in which SunGard reviews and provides feedback on the Customer's progress in configuration the application (5 days total). Three (3) SunGard resources for two days each of on-site Go Live support. Support to be provided during weekday standard business hours (7 a.m.-7 p.m.) and not to exceed 8 hours per resources in a 24-hour period.

Part Number: CAD-MAP-IMPL

Description: MAPPING IMPLEMENTATION

Long Description: Up to 9 days of services related to implementation of mapping for use with the ONESolution applications (CAD and/or RMS). Includes a minimum of three periodic map data audits conducted remotely (3 days), as well as assistance with creating and loading map layers (6 days).

Part Number: CAD-MNT-TRN

Description: CAD MAINTENANCE TRAINING

Long Description: Training for key personnel and system administrators (4-6 people max.) responsible for system configuration (including setting codes to reflect agency business practices) and maintenance. Class duration = up to 4 days on-site, plus 1 day of SunGard trainer class preparation/follow up.

Part Number: CAD-USR-TRN

Description: CAD USER TRAINING

Long Description: Training for end-users (10 people max.) on base CAD. Topics include navigation, call-processing, dispatching, searching, and reporting. Class duration = up to 4 days on-site, plus 1 day of SunGard trainer class preparation/follow up.

Part Number: CAD-DSCVRY

Description: ONESolution CAD Discovery

Long Description: Provide the customer with a discovery and work flow analysis of their existing processes and procedures. Investigate and recommend new processes and efficiency gains using the ONESolution.

Part Number: CAD-MGL

Description: ONESolution CAD Mock Go Live1

Long Description: SunGard and the customer will jointly perform a mock Go-Live to exercise the ability to simulate and validate business work-flow processes based upon the contracted and installed SunGard applications. A memorandum of understanding with business process scenarios documentation is a pre-requisite deliverable.

Part Number: CAD-PROF-ADD

Description: CAD GO LIVE SERVICES

Long Description: 3 day Go Live - these days are from 7:00 to 5:00 - we are only covering 1 shift

CAD

Tech \$1400

SIC \$1400

Trainer \$1280

Mobile

Trainer 3 days \$3840

Total \$7920

Part Number: CAD-DATACONV

Description: CAD DATA CONVERSION

Long Description: The customer must provide complete copies of the source data as required throughout the conversion project. All source data must be from a single source product/database and for a single agency only. Typically, 3 extractions of data from the legacy system is sufficient. Source data must be provided on standard PC readable media (an external hard disk drive, USB flash drive, CD/DVD, etc.) or via electronic transfer (FTP, SecureFTP, etc.) and in one of the following formats (in order of preference): SQL Database Backup, DBF, Access, Excel or Delimited ASCII text file including column headers. SunGard will work with the customer to extract data from accessible data sources, such as ODBC, where possible and reasonable (up to 4 hours.) Images to be converted as mugshots must be in standard JPG format. Other files to be converted as attachments must be in the desired attachment format upon delivery to SunGard. SunGard will perform linking and storage of attachments and mugshots as required and when duly contracted but does not manipulate the format of the file during conversion. The services of a third party company may be required to extract data to a SunGard approved format. Costs or services associated with third party data extraction and delivery are specifically excluded. Customer agrees to accept responsibility for arrangement and procurement of third party services related to data extraction in cases where reasonable effort to complete this task fails. Data conversion services are provided remotely unless specified otherwise. Legacy data will be converted into corresponding elements in the SunGard database. Where no directly corresponding element exists in the ONESolution database, legacy data may be stored in "notes" or as an attachment to the original record contingent upon conversion of attachments having been included in the conversion. SunGard will provide continual guidance to determine the best conversion approach for legacy data based on client need. Data conversion does not include creation of new data elements in the SunGard product. Data that does not fit within the constraints of the structure of the SunGard database must be translated, truncated or an alternate conversion approach (such as storing data in notes or as an attachment) must be identified. SunGard will perform a thorough data analysis of legacy data. The results of the analysis will be used to document the final scope, including details of data mapping and translation in a separate, mutually agreeable and properly executed scope of work. The scope of work will become the binding agreement for specific conversion deliverables and final acceptance of converted data. The scope of work should be reviewed and accepted, then signed and returned by the client within the time provided in the project schedule. Conversion efforts will continue as scheduled and should late return of the SOW result in development changes for the conversion, customer agrees to pay costs invoiced for additional effort as a result of the delay.

ONESolution data conversions are performed on a modular basis, meaning data is not converted "all at once" but module by module with quality review and feedback between modules. SunGard conversion developers work with customer data experts, documentation and 3rd party resources as required to understand legacy data structures, relationships and business practices. Customer agrees to provide and coordinate resources for understanding legacy data systems as required for a successful conversion. Client is responsible for translation of legacy codes to ONESolution codes as required. SunGard will provide codes requiring translation. Translation data should be returned before the conversion of legacy data begins and within the time specified in the project schedule. SunGard will design, code, test and deliver conversion results to a dedicated environment for review by the customer. SunGard cannot make any assumption regarding correctness of customer data. The Client maintains ownership of data quality and responsibility for confirming the accuracy of converted data. Client resources must thoroughly review converted data during the initial phases of conversion and report all issues to the SunGard conversion team. Quality review must be complete; all issues combined into a single list for each iteration and feedback for required adjustments must be returned within the timeframe specified in the project schedule. If customer feedback is not received SunGard will send an alert to project stakeholders highlighting an increased risk of data quality issues and potential cost overruns related to lack of responsiveness to requests for quality review. If unresponsiveness continues for 2 weeks, the subject iteration/module will be closed and the next iteration cycle will start. If the client does not respond to any conversion related requests for a continuous period of 60 days, the conversion project may be closed and invoiced in accordance with contract terms and conditions.

This agreement provides up to 3 (three) built-on opportunities for client review of the results of each converted module. Adjustments are made after customer feedback to achieve the best result possible. Upon completion of the third iteration the customer is expected to provide written acknowledgement that the conversion results for that module have been diligently reviewed and are acceptable for the final conversion. The signed module acceptance form must be received before data for that module is converted to the final environment. The customer will then be provided a final (fourth) opportunity to review the converted data for conformance with the results previously accepted for that module. SunGard will correct any differences between the final conversion and the previously accepted conversion results under this agreement. Other corrections are subject to additional costs on a time and materials basis.

This conversion includes final delivery of converted data into respective ONESolution product environment(s) hosted on customer equipment. The conversion approach (production, archive or hybrid) for each product must be made as conversion begins and prior to any conversion development. Future changes to the approach will be accommodated only under limited circumstances and may not be possible. The decision regarding approach should be considered final and unchangeable due to the varying work approaches.

Conversion of data into any ONESolution module not listed in this proposal or conversion of data from sources not specified in this proposal is specifically excluded. Minor data manipulation may be needed during conversion to "clean-up" legacy data not suitable for conversion as-is. Data cleanup efforts are limited to large scale issues that affect a significant number of records and can be addressed in a systematic manner. Correction of multiple, "one-off" or unusual occurrences of specific mistakes in legacy data may be considered at an additional cost. Proactive identification of data anomalies and discussion of business rules and relationships in legacy data will best support the conversion effort and quality results.

SunGard will provide support for newly reported issues with converted data for a period of 60 days following final written acceptance of the conversion or 30 days after delivery of final results to the specified destination, whichever is later. Requests for conversion support outside of this agreement should be initiated through your SunGard account executive.

The conversion pricing does not include professional services costs for setup of the conversion environment; training or AIC assistance with conversion activities; conversion project management or travel costs/budget for onsite data conversion activities.

Part Number: INT-OPS-INST

Description: OPCENTER INSTALLATION

Long Description: Includes two (2) days of services related to installation of OpCenter, consisting of server installation, followed by installation and configuration of the OpCenter application.

Part Number: INT-OPS-TRN

Description: OPCENTER TRAINING

Long Description: Webinar for end-users (up to 10 people) on OpCenter. Topics include viewing CAD and/or RMS data. Class duration = 1 day.

Part Number: MCT-BMS-SITE

Description: BASE MOBILE SERVER SOFTWARE SITE LICENSE

MCT-BMS

MCT-CLIENT

MCT-AVL

MCT-MAP

MCT-SWI

Long Description: BASE MOBILE SERVER SOFTWARE SITE LICENSE

MCT-BMS

MCT-CLIENT

MCT-AVL

MCT-MAP

MCT-SWI

Mobile Server processes all mobile inquiries to SunGard's CAD and RMS databases.

Part Number: MCT-CLIENT-T16

Description: MCT CLIENT - DIGITAL DISPATCH

Long Description: Workstation license for the application software for the mobile unit allows the unit to receive and transmit digital (silent) dispatching, car-to-car and car-to-console messaging, premises and call information, magstripe reading (where available). It also performs local, State and NCIC queries, and receives search information and mugshots from RMS.

Any additional hardware must be purchased separately.

Part Number: MCT-AVL-CLIENT-T1

Description: MCT CLIENT - AVL

Long Description: SunGard's Automatic Vehicle Locator (AVL) software for the mobile computer allows the user to have a "moving map display" in the vehicle and transmit their location back to CAD. CAD users are able to display and track vehicles equipped with SunGard's AVL.

Part Number: MCT-MAP-T16

Description: MCT CLIENT - MAPS

Long Description: Provides the ability for officers to view maps, automatically display the location of a CAD event, and view multiple layers of the same map available in CAD. Maps also allows officers the ability to pin map mobile search results.

This module is a prerequisite for SunGard's Automatic Vehicle Locator (AVL) Module.

Part Number: MCT-INT-FHS-T1

Description: MCT INTERFACE TO FIREHOUSE

Long Description: MCT supports the ability to request Occupancy data from within the FireHouse® package.

The objective of this interface is to give MCT units access to specific occupancy data stored in FireHouse Software® while responding to emergencies. Units will be provided with critical real time preplan data while en route and on scene.

Part Number: MCT-AVL-HOST-T1

Description: AVL SERVER HOST LICENSE

Long Description: This is the CAD Server License of SunGard's Automatic Vehicle Locator (AVL) software.

Part Number: MCT-SWI-T1

Description: MESSAGING SOFTWARE

Long Description: The Message Switch software includes a query interface from the SunGard application for workstation-to-Workstation messaging. Secondly, it supports State/NCIC queries from the Data Entry window. Responses from the State come back to the user in the message queue.

The Message Switch must run on Windows 2008 Server or higher, not a Workstation, due to Client Access License limitations of the workstation. The Message Switch supports basic queries.

NOTE: Any State/NCIC data entry functions must be performed with state supplied software or technology.

The standard set of State/NCIC queries included are Drivers license inquiry, Wanted Person inquiry, Vehicle inquiry, Boat inquiry, Article inquiry, Gun inquiry, Criminal History inquiry, and Admin Message.

Part Number: MCT-SWI-S2S-T1

Description: SWITCH TO SWITCH

Long Description: The S2S (Switch to Switch) module is designed to route Message Switch traffic, including car to car messages, RMS Name queries, and RMS Vehicle queries between two or more independent Message Switch applications. This feature allows for external agency returns of local data with a single query. With S2S in place, an agency running NCIC/State queries will also query connected agency(s)' RMS database for matching Names and Vehicles and return those results as an external response message.

This product requires TCP/IP connectivity between the respective Customers. This connectivity is the responsibility of each participating Customer. If a non-dedicated TCP/IP connection is chosen (i.e. internet connectivity), then a VPN solution is highly recommended for security reasons. All firewall and VPN connectivity between the Customers are the responsibility of the participating Customers.

Part Number: MCT-PROJ-MGNT

Description: PROJECT MANAGEMENT SERVICES

Long Description: Includes professional services from SunGard for management oversight and coordination with the Customer's project management, SunGard's internal resources and any third party vendors. Includes coordinating with the Customer's Project Manager all SunGard related deliveries such as application software, implementation services, and scheduling of SunGard's resources with the Customer.

Part Number: MCT-AVL-SERV

Description: AVL INSTALLATION AND TRAINING

Long Description: Two (2) days of on-site services for AVL installation, configuration, and Administrator training.

Part Number: MCT-BMS-INST

Description: INSTALLATION OF BASE MOBILE SERVER SOFTWARE

Long Description: Three (3) days of service related to installation of the SunGard mobile applications and consisting of:

Two (2) days of technical services for server build, ensure communications are working, connect to the message switch, and configure with mobile communications.

One (1) day of advisory consultation to assist with Customer questions and requests throughout the project.

Part Number: MCT-IMPL

Description: MOBILE IMPLEMENTATION SERVICES

Long Description: Five (5) days of services for MCT implementation, consisting of:

Two (2) days for an on-site visit to configure MCT, conduct MCT Maintenance Training (for up to 6 participants or as determined by mutual agreement of SunGard and the Customer), and provide knowledge transfer on installation of MCT on 5 mobile computers.

Two (2) days of on-site Go Live support by one SunGard resource. Service to be provided during standard weekday business hours (7 a.m.-7 p.m) and not to exceed 8 hours per 24-hour period.

One (1) day of advisory consultation to provide assistance with Customer MCT questions and issues throughout the project.

Part Number: MCT-MNT-TRN

Description: MCT MAINTENANCE TRAINING

Long Description: Training for system administrators and key personnel (4-6 people max.) responsible for system configuration (including setting codes reflecting agency business practices) and maintenance. Topics include set-up of MCT on the server and on laptops and selection of system settings. Class duration = up to 1 day.

Part Number: MCT-TTT-TRN

Description: MCT TRAIN THE TRAINER TRAINING-LAW

Long Description: Up to three (3) days of on-site training assistance, plus 1 day of SunGard trainer class preparation/follow up. Class includes hands-on product training, as well as assistance to agency instructors preparing to conduct MCT User Training.

Maximum number of participants = 6.

Part Number: MCT-TTT-TRN

Description: MCT TRAIN THE TRAINER TRAINING-FIRE/EMS

Long Description: Up to three (3) days of on-site training assistance, plus 1 day of SunGard trainer class preparation/follow up. Class includes hands-on product training, as well as assistance to agency instructors preparing to conduct MCT User Training.

Maximum number of participants = 6.

Part Number: MCT-SWI-IMPL

Description: IMPLEMENTATION OF BASE MESSAGE SWITCH

Long Description: One (1) day of technical services to configure for State Access and to conduct Maintenance Training.

Part Number: MCT-SWI-INST

Description: INSTALLATION OF BASE MESSAGE SWITCH

Long Description: Two (2) days of services for installation and set-up of SunGard's Message Switch application software.

Part Number: MCT-MSE-INST

Description: Security and Preference Training

Long Description: Security and Preference Training

Part Number: MCT-FREEDOM-PREM

Description: ONESolution FREEDOM Premium

Long Description: FREEDOM delivers the power of SunGard Public Sector's ONESolution Public Safety Software to smartphones and tablets. FREEDOM is a mobile HTML5 application designed to be platform independent. Supported platforms include iOS, Android, and Windows.

FREEDOM Premium extends core Mobile Dispatch functionality onto the mobile phone or tablets of authorized Agency employees. Accessible anywhere in the field with a 3G signal or better, FREEDOM Premium provides key MCT functions. FREEDOM Premium carries this functionality further including:

- " All of the FREEDOM Base functions
- " BOLO Entry
- " Advanced CAD Query Functions: View Active Advisories, Active BOLO's, Event History Search, Holding Events, My Last 12 Hours of CFS, CAD Phone Directory, Residential Security Checks, SOP's, Out of Service Units, Stolen Vehicle Hot Sheet, RMS Incident Search
- " FireHouse Interface Capable
- " NCIC Query Capable
- " Additional Future Interface Capable
- " AVL Capable

Part Number: MCT-FREEDOM-SER

Description: ONESolution FREEDOM Server

Long Description: FREEDOM delivers the power of SunGard Public Sector's ONESolution Public Safety Software to smartphones and tablets. FREEDOM is a mobile HTML5 application designed to be platform independent. Supported platforms include iOS, Android, and Windows.

Part Number: MCT-PROJ-MGNT

Description: PROJECT MANAGEMENT SERVICES

Long Description: Includes professional services from SunGard for management oversight and coordination with the Customer's project management, SunGard's internal resources and any third party vendors. Includes coordinating with the Customer's Project Manager all SunGard related deliveries such as application software, implementation services, and scheduling of SunGard's resources with the Customer.

Part Number: MCT-PROF-ADD

Description: FREEDOM INSTALLATION/CONFIGURATION

Long Description: " Freedom requires Windows 2008 R2 or higher, OneSolution CAD 10.5+ and Switch version 5+.

- " The agency is responsible for having a Mobile Data Manager in place. SunGard does not sell or include this with any of our products.
- " Reduced Services adjustments may be in order depending on the current installation environment.
- " Freedom Base and Freedom Premium requires all of the normal MCT Server components and MCT infrastructure. Each Freedom Base and Freedom Premium license counts the same as an MCT license when it comes to the correct counts on the Base Mobile Server Software.
- " Freedom Mapping requires the customer to use one of the following: (1) the agency's Google Client ID, (2) a local Arc Server, or (3) the local OneSolution CAD maps.
- " Fore any interface or AVL to function in Freedom Premium, the agency must have in those products for MCT/CAD first.
- " Each State must approve NCIC capability for the handheld devices being used.

Third Party Products related Long Descriptions

Server – DL380 Gen9 (Qty 3)

Processor – 12C/24T

RAM – 768GB

2GB RAID Controller
HDD - (2) 800GB SSD
NIC – (2) CN1100R 2P Converged Adapter
(4) 10G SFP+ SR Transceiver
Dual Power Supplies with Cables
5Y Proactive Care 24x7 Service

SAN – MSA2040 (Qty 2)
(4) 800GB SSD
(12) 1.2TB 10K
Auto Tiering and Remote Snap Software
(8) 5m Multi-Mode OM3 LC/LC FC Cable
3Y Proactive Care 24x7 Service

NEV-VS-B: Up to 10 Guests. Includes Training/Installation/Enterprise Support/One Health Check during the first 12 months. Subsequent terms invoiced by SunGard Public Sector will renew automatically at then-prevailing rates.

SOFTWARE

Qty	Part #	Component System	License Fee	Initial Annual Improvement Fees (Contract Year 2)	Annual Support Type
		COMPUTER AIDED DISPATCH SITE LICENSING			
1	CAD-SITE	BASE COMPUTER AIDED DISPATCH SYSTEM	\$ 27,300.00	\$ 4,368.00	7x24
1	CAD-CON-T1	ADDITIONAL CAD CONSOLE LICENSE	2,600.00	416.00	7x24
1	CAD-MAP-T1	FIRST CAD MAP DISPLAY AND MAP MAINTENANCE SOFTWARE LICENSE - POP. TIER 1	3,500.00	560.00	7x24
1	CAD-MAPD-T1	ADDITIONAL CAD MAP DISPLAY LICENSE	1,000.00	160.00	7x24
1	CAD-PG-T1	ALPHA NUMERIC PAGING MODULE	4,500.00	720.00	7x24
1	CAD-RS-T1	CAD ROSTER MODULE	4,500.00	720.00	7x24
1	CAD-E911-T1	E911 INTERFACE MODULE	4,500.00	720.00	7x24
1	CAD-INT-FIREHOUSE	FIREHOUSE RMS INTERFACE	5,500.00	880.00	7x24
1	CAD-PQA-LAW-T1	LAW PROQA INTERFACE	5,500.00	880.00	7x24
1	CAD-PQA-FIR-T1	FIRE PROQA INTERFACE	5,500.00	880.00	7x24
1	CAD-PQA-MED-T1	MEDICAL PROQA INTERFACE	5,500.00	880.00	7x24
1	CAD-INT-LOCUTION	LOCUTION INTERFACE	15,000.00	2,400.00	7x24
1	CAD-MJ-T1	MULTI-JURISDICTIONAL DISPATCH OPTION	3,000.00	480.00	7x24
1	CAD-RR-T1	RIP AND RUN PRINTING/FAXING MODULE	4,500.00	720.00	7x24
1	CAD-INT-GEN	GENERIC FIRE, EMS, LAW EXPORT-FIRSI WATCH	2,000.00	320.00	7x24
1	CAD-INT-GEN	GENERIC FIRE, EMS, LAW EXPORT-EOC	2,000.00	320.00	7x24
1	CAD-INT-GEN	GENERIC FIRE, EMS, LAW EXPORT-REAL TIME FIRE/EMS	2,000.00	320.00	7x24
1	MCT-MIS-T1	LAN CLIENT LICENSE FOR MESSAGE SWITCH	200.00	32.00	7x24
1	MCT-AVL-CAD-T15	CAD CLIENT AVL LICENSE	1,200.00	192.00	7x24
1	CAD-INT-ASAP	Automated Secure Alarm Protocol (ASAP) Interface	15,000.00	2,400.00	7x24
1	INT-OPSCAD	OPS CAD	6,000.00	960.00	7x24
1	CAD-INT-PG	CAD INTERFACE TO PAGEGATE	1,000.00	160.00	7x24
1	CAD-INT-IMAGETREND	ImageTrend CAD Export Interface	9,500.00	1,520.00	7x24
1	CAD-MRM-T1	CAD RESOURCE MONITOR DISPLAY LICENSE WITH MAPS	1,000.00	160.00	7x24
		MOBILE COMMUNICATION TERMINAL			
1	MCT-BMS-SITE	BASE MOBILE SERVER SOFTWARE SITE LICENSE	148,900.00	23,824.00	7x24
1	MCT-CLIENT-T16	MCT CLIENT - DIGITAL DISPATCH	600.00	96.00	7x24
1	MCT-AVL-CLIENT-T1	MCT CLIENT - AVL	100.00	16.00	7x24
1	MCT-MAP-T16	MCT CLIENT - MAPS	100.00	16.00	7x24
1	MCT-INT-FHS-T1	MCT INTERFACE TO FIREHOUSE	5,700.00	912.00	7x24
1	MCT-AVL-HOST-T1	AVL SERVER HOST LICENSE	13,200.00	2,112.00	7x24
1	MCT-SWI-T1	MESSAGING SOFTWARE	7,500.00	1,200.00	7x24
1	MCT-SWI-S2S-T1	SWITCH TO SWITCH	Included	Included	7x24
		FREEDOM SOFTWARE			
27	MCT-FREEDOM-PREM	ONESolution FREEDOM Premium	10,800.00	1,728.00	7x24
1	MCT-FREEDOM-SER	ONESolution FREEDOM Server	3,500.00	560.00	7x24
		Subtotals	\$ 322,700.00		
1	DISCOUNT	FREEDOM SOFTWARE DISCOUNT (WITH SITE LICENSING), IF CONTRACT IS EXECUTED AND DELIVERED ON OR BEFORE WEDNESDAY MARCH 30TH	\$ (25,000.00)		
		TOTAL	\$ 297,700.00	\$ 51,632.00	

SERVICES

Qty.	Part #	Description	Training	Installation	Project Management	Professional Services	Implementation	Conversion
CAD IMPLEMENTATIONS SERVICES								
1	CAD-PROJ-MGNT	CAD PROJECT MANAGEMENT			\$ 16,000.00			
1	CAD-INST	BASE CAD SOFTWARE INSTALLATION		\$ 4,200.00				
1	CAD-IMPL	BASE CAD SOFTWARE IMPLEMENTATION					\$ 18,880.00	
1	CAD-MAP-IMPL	MAPPING IMPLEMENTATION					12,600.00	
1	CAD-MNT-TRN	CAD MAINTENANCE TRAINING	\$ 6,400.00					
6	CAD-USR-TRN	CAD USER TRAINING	38,400.00					
1	CAD-DSCVRY	ONESolution CAD Discovery	6,400.00					
1	CAD-MGL	ONESolution CAD Mock Go Live1					4,200.00	
1	CAD-PROF-ADD	CAD GO LIVE SERVICES				\$ 7,920.00		
1	CAD-DATACONV	CAD DATA CONVERSION						\$ 24,500.00
1	INT-OPS-INST	OPCENTER INSTALLATION		2,800.00				
1	INT-OPS-TRN	OPCENTER TRAINING	1,280.00					
MCT IMPLEMENTATION SERVICES								
1	MCT-PROJ-MGNT	PROJECT MANAGEMENT SERVICES			7,840.00			
1	MCT-AVL-SERV	AVL INSTALLATION AND TRAINING		3,200.00				
1	MCT-BMS-INST	INSTALLATION OF BASE MOBILE SERVER SOFTWARE		4,800.00				
1	MCT-IMPL	MOBILE IMPLEMENTATION SERVICES					7,000.00	
1	MCT-MNT-TRN	MCT MAINTENANCE TRAINING	1,280.00					
1	MCT-TTT-TRN	MCT TRAIN THE TRAINER TRAINING-LAW	5,120.00					
1	MCT-TTT-TRN	MCT TRAIN THE TRAINER TRAINING-FIRE/EMS	5,120.00					
1	MCT-SW-IMPL	IMPLEMENTATION OF BASE MESSAGE SWITCH					1,600.00	
1	MCT-SW-INST	INSTALLATION OF BASE MESSAGE SWITCH		3,200.00				
1	MCT-MSE-INST	Security and Preference Training	1,920.00					
FREEDOM SERVICES								
1	MCT-PROJ-MGNT	PROJECT MANAGEMENT SERVICES			1,200.00			
1	MCT-PROF-ADD	FREEDOM INSTALLATION/CONFIGURATION		4,200.00				
Third Party Products related Services								
1	OS-PSJ-PM	ONESolution Public Safety & Justice Project Management			800.00			
1	OS-IVM	ONESolution Virtualization Software Implementation Services				8,400.00		
1	PS-TS	Technical Services				3,200.00		
TOTAL SERVICES FEE:			\$ 65,920.00	\$ 22,400.00	\$ 25,840.00	\$ 19,520.00	\$ 44,280.00	\$ 24,500.00

Qty	Part #	Custom Modifications	Custom Modification Fee	Improvement Fees (Contract Year 2)	Annual Support Type
1	CAD-CUST-MOD	NEXTGEN 911 INTERFACE	\$ 10,000.00	\$ 1,600.00	7x24
1	CAD-CUST-MOD	Last Known Location by PID	8,480.00	1,357.00	7x24
1	CAD-CUST-MOD	Active Call Screen-Single Line Event	46,680.00	7,469.00	7x24
1	CAD-CUST-MOD	Open Call Screen-by Grouping Type	25,680.00	4,109.00	7x24
1	CAD-CUST-MOD	Create a Call from the map-Block Range	19,480.00	3,117.00	7x24
TOTAL:			\$110,320.00	\$ 17,652.00	

THIRD PARTY PRODUCTS

Third Party License Fees

Product Code	Product Name	Ext Price	Total	Maintenance
NEV-VS-B	Neverfail Virtual Bundle	26,551.80	26,551.80	
NOT-NPS	Notepage Pagegate Network Paging	706.00	706.00	
NOT-PC	Notepage Pagegate Connector	138.46	138.46	
Totals:			\$27,396.26	

Hardware

Product Code	Product Name	Total
AVN-MISC-HW	(2) SAN-MSA2040 Server	63,380.76
AVN-MISC-HW	(3) DL380 Gen9 Server	77,004.90
DIG-SC	DigiPort Digi PortServer & Cables	459.00
Totals:		\$140,844.66

AGENCY ACCESS SUPPLEMENT

**SUNGARD PUBLIC SECTOR INC. AGREEMENT TO GRANT PERMISSION TO
ALLOW ACCESS TO SOFTWARE**

Whereas, **Boone County, Missouri** (“Customer”) and **SunGard Public Sector LLC** (“SunGard Public Sector”) are entering into that certain Software License and Services Agreement (“Agreement”) to which this Agency Access Supplement is attached and made a part of; and

Whereas, Customer desires that the following fire, emergency and police/law enforcement public safety agencies (individually, the Accessing Agency) obtain access to Software (the “Accessed Software”) licensed by Customer under the Agreement, including its Exhibits and Supplements.

City of Columbia, Missouri

Whereas, additional fire, emergency and police/law enforcement public safety agencies may be added to this Agency Access Supplement at a future date by written amendment between SunGard Public Sector and Customer.

Now therefore, the parties agree as follows:

1. Customer requests that SunGard Public Sector grant, and SunGard Public Sector does grant Customer permission to allow access to the Accessed Software under the terms of this Agency Access Supplement. The Accessed Software is as follows:

All Software licensed to Customer under the Agreement

2. SunGard Public Sector shall have the right to terminate this Agency Access Supplement upon breach of its terms if cure is not effected within thirty (30) days of written notice of said breach.

3. This Agency Access Supplement shall automatically terminate if the Customer Agreement is terminated. In the event that this Agency Access Supplement should be terminated, SunGard Public Sector shall be under no obligation to Customer or the Accessing Agency to permit continued access to Accessed Software after such termination of this Agency Access Supplement, but shall agree to license Accessed Software under separate license agreement with the Accessing Agency in such event, provided Accessing Agency is not in default of any of the provisions of this Agency Access Supplement nor any related Supplements, and provided Accessing Agency provides a replacement technical environment satisfactory to SunGard Public Sector.

4. Customer understands that the Accessing Agency will not be granted access to the Accessed Software unless and until the Accessing Agency executes a separate Access Agreement, the form of which is attached hereto as Attachment 1 to the Agency Access Supplement acknowledging the terms of this Agency Access Supplement.

5. Accessing Agency understands and agrees that the Accessed Software constitutes proprietary information and trade secrets of SunGard Public Sector and will remain the sole property of SunGard Public Sector. The Accessing Agency shall not at any time sell, assign, transfer or otherwise make available to, or allow use by, a third party any of components of Accessed Software, and the Accessing Agency shall hold in confidence the SunGard Public Sector proprietary information for its benefit and internal use only by its employees. The Accessing Agency further acknowledges that, in the event of a breach or threatened breach of the provisions of this paragraph, SunGard Public Sector has no adequate

remedy in money damages, and, accordingly, shall be entitled, without bond, to an injunction against such breach or threatened breach.

6. Obligations/Rights of SunGard Public Sector, and Customer, and Accessing Agency regarding Accessed Software.

- a) SunGard Public Sector is not deemed to have granted Accessing Agency any license to use the Accessed Software by virtue of the Access Agreement. Any such license can only be effected by the execution by Accessing Agency and SunGard Public Sector of a definitive written software license agreement between SunGard Public Sector and Accessing Agency that, by its express terms, purports to provide such a right of license to Accessing Agency. SunGard Public Sector will have no obligations whatsoever to the Accessing Agency in connection with the Accessed Software. Accessing Agency's right to use the Accessed Software is solely derivative of Customer' license to use the Accessed Software under the terms and conditions of the Customer' Licensing and Software Agreement.
- b) Accessing Agency must comply all limitations of use of the Accessed Software, especially that of confidentiality, set forth in the Customer License and Services Agreement.
- c) **AS BETWEEN SUNGARD PUBLIC SECTOR AND ACCESSING AGENCY AND BETWEEN CUSTOMER AND ACCESSING AGENCY, THE ACCESSED SOFTWARE IS MADE AVAILABLE ON AN "AS IS" BASIS. NEITHER SUNGARD PUBLIC SECTOR NOR CUSTOMER MAKE ANY WARRANTIES WHATSOEVER TO ACCESSING AGENCY REGARDING THE ACCESSED SOFTWARE, AND EACH OF SUNGARD PUBLIC SECTOR AND CUSTOMER HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT AND/OR FITNESS FOR A PARTICULAR PURPOSE. NEITHER SUNGARD PUBLIC SECTOR NOR CUSTOMER WILL HAVE ANY LIABILITY TO OR THROUGH ACCESSING AGENCY UNDER OR IN CONNECTION WITH THIS ACCESS AGREEMENT OR OTHERWISE IN CONNECTION WITH THE ACCESSED SOFTWARE, IN WHOLE OR IN PART.**

7. Customer shall be the first point of contact for the Accessing Agency for Accessed Software in the event that support services are required by the Accessing Agency. Should Customer not be able to solve the Support Service issue, Customer shall contact or coordinate contact with SunGard Public Sector for support services, or follow such other process as communicated and mutually agreed between Customer and SunGard Public Sector.

Attachment 1
TO THE AGENCY ACCESS SUPPLEMENT

ACCESSING AGENCY FORM - AGREEMENT TO GRANT PERMISSION TO ALLOW ACCESS TO SOFTWARE

by

_____ (Name of Accessing Agency)

_____ (Address of Accessing Agency)

_____ (Address of Accessing Agency)

the "Accessing Agency"

Whereas, **Boone County, Missouri** ("Customer") and **SunGard Public Sector LLC** ("**SunGard Public Sector**") have entered into a Software License and Services Agreement ("Agreement"); and

Whereas, Accessing Agency desires that it obtain access to the Software licensed by Customer under the Agreement, including the Agency Databases; and

Whereas, Customer and SunGard Public Sector have added Accessing Agency via amendment to the Agency Access Supplement based upon Access Agency executing this Accessing Agency Form.

Now therefore, the Accessing Agency, intending to be legally bound, agrees as follows:

In order that Accessing Agency obtain such access and use, Accessing Agency is acknowledging and agreeing to the terms and conditions contained in that certain Agency Access Supplement (the "Access Agreement") between Customer and SunGard Public Sector, a copy of which is attached hereto. Accessing Agency hereby agrees to the terms and conditions relating to Accessing Agency contained therein.

AGREED:

ACCESSING AGENCY

Name Printed: _____

Title: _____

Dated: _____

GIS SOFTWARE SUPPLEMENT

Customer is solely responsible for providing SunGard Public Sector with accurate and complete data in connection with any Component Systems and SunGard Public Sector services relating to Geographic Information Systems ("GIS"), maps or other geographic analysis.

Customer must provide SunGard Public Sector with accurate GIS resources and accurate data in an ASCII EOO format file or Shape (SHP) format file for street centerlines containing:

- Block ranges (**address ranges are required**)
- Street names
- Street prefixes
- Street suffixes
- Jurisdiction/City Code

Customer, and not SunGard Public Sector, is solely responsible for the accuracy of Customer's street inventory and all attribute data associated with street segments. Common data errors and inaccuracies include:

- Missing streets
- Missing street segments
- Missing intersections
- Errors in street names, street prefixes and street type

Without limiting Customer's obligation to provide accurate data, SunGard Public Sector will return to Customer a list of the logical errors discovered by SunGard Public Sector when Customer's street inventory and attribute data are reviewed by SunGard Public Sector's editing/data validation utility tool ("Validation Tool"). The Validation Tool checks for the following logical errors:

- Address range undershoots
- Address range overshoots
- Missing street names
- Missing street ranges

Customer, and not SunGard Public Sector, is solely responsible for correcting all errors and ensuring the accuracy of all GIS provided data. Customer is additionally responsible to digitize all required map layers to support the Public Safety GIS-based CAD and RMS subsystems.

GENERAL PROJECT CONDITIONS SUPPLEMENT

General Project Conditions - Applies to Entire Project

- Item 1:** This Agreement is based on the assumption that a Windows 2000 or higher Domain is already in place and functional. If this is not the case, the Customer is required to provide all necessary equipment and services for such implementation.
- Item 2:** The Customer shall provide a certified TCP/IP network with all communications equipment and any other required components. The cabling of this network, installation of punch down panels, hubs, routers, etc. will be the responsibility of the Customer. Additionally, the Customer is responsible for acquiring software that is needed for monitoring and maintaining the network. Customer must provide remote access to its facility using a SunGard Public Sector approved remote access client so that SunGard Public Sector can perform the support obligations and/or services under this Agreement; and will provide appropriate security access and accounts for SunGard Public Sector staff and each session participant.
- Item 3:** SunGard Public Sector always recommends the highest performance connection for all LAN and WAN connections. Listed below are SunGard Public Sector's recommendations in order of highest throughput:
- a. 1 Gb CAT5 (LAN) or Fiber (WAN)
 - b. 100 Mb CAT5 (LAN) or Fiber (WAN)
 - c. 10 Mb CAT5 (LAN) or Fiber (WAN)
 - d. Line of Site Technology
- Item 4:** If applicable, all RMS/JMS Workstations must be connected to a 10 Mb/sec or faster TCP/IP LAN. SunGard Public Sector recommends a 100 Mb/sec Switched LAN for optimum performance.
- Item 5:** If applicable, all CAD Workstations must be connected to a dedicated 100 Mb/sec switched TCP/IP LAN.
- Item 6:** The Customer is responsible for the physical placement of all CAD and/or RMS/JMS workstations and certifying that they are operational on the Customer's network. SunGard Public Sector will load our CAD and/or RMS/JMS software on up to five (5) CAD and/or RMS/JMS workstations and train the Customer on the loading process.
- Item 7:** SunGard Public Sector's CAD Application Software interfaces with the E911 telephone switch via an RS-232 Serial Cable. The Customer must provide this cable (with accurate pin-outs) to connect their E911 ALI Controller's CAD Port to the SunGard Services Workstation's serial port. The maximum length of this cable is 50 feet. In the event that a single CAD Server is servicing multiple communication centers (one CAD Server and multiple E911 ALI sources), a SunGard Public Sector Services Workstation will be required for each PSAP for proper ALI functionality. The Customer must also provide SunGard Public Sector with accurate ALI interface data formats from their E911 Vendor.

Item 8: In acquiring SunGard Public Sector's Message Switch and Mobile Software, the Customer is responsible for all of the associated costs for wireless, WAN and LAN communication with the local provider/State/NCIC networks. This may include the following:

- i. Dedicated Line
- ii. Any encryption to meet State and FBI requirements
- iii. DSU to State
- iv. Any wireless carrier charges and setup
- v. Any installation Charges
- vi. Recurring charges or costs
- vii. Surcharges by the State

Item 9: The Customer shall implement an Uninterruptible Power Supply (UPS) system for all servers and all CAD workstations. This can be at the machine level or at the site level. SunGard Public Sector recommends the use of an enterprise level Master UPS and external generator for full power backup.

Item 10: SunGard Public Sector software is designed for use with laser jet printers for report output in order to utilize the wider margins available. Report output on non-laser printers (inkjet, dot-matrix, etc.) may be adequate, but is not guaranteed by SunGard Public Sector.

Item 11: Virtual Environment Platform

Infrastructure Overview.

The server hardware may be made up of physical servers, virtual servers (using VMware ESX or Hyper-V), or a combination of the two, provided, however, that following conditions apply.

Customer and VMware are responsible for selecting the appropriate VMware application software and solution.

VMware supports a set of certified operating systems and hardware. Customer and VMware are responsible for any interactions and/or issues that arise at the hardware or operating system layer as a result of their use of VMware.

The use of a VMware virtual machine adds software overhead, which may impact performance or scalability. Any statements made by SunGard Public Sector on expected product performance on a hardware platform cannot be interpreted to apply to a virtual machine running on the same hardware platform. Customer must allocate at least an equivalent amount of virtualized resources to the OSSI systems in order to address performance issues. The VMware organization can provide information on how to tune your environment to maximize the performance within a virtual machine. If a performance issue is reported, the VMware layer, as well as the software, will be suspect in the research. Any research required on the VMware performance will be the responsibility of the Customer.

SunGard Public Sector will use commercially reasonable efforts to investigate potential issues with OSSI software running in conjunction with VMware. Where issues are confirmed to be unrelated to the VMware software, SunGard Public Sector will support its software in a manner that is consistent with support provided when that software is running natively under the host operating system.

Required and/or optional software vendors may not support VMware software. These vendors may require the issue to be reproduced independently from VMware software.

THIRD PARTY SOFTWARE, HARDWARE AND SERVICES SUPPLEMENT

1.1 Third Party Software Licenses. To facilitate Customer's access and use of the third party software set forth on Exhibit 1 ("Third Party Software") the licensor(s) of such Third Party Software have agreed to allow SunGard Public Sector to provide the Third Party Software to Customer subject to the following additional conditions: (i) the Third Party Software shall be used only in conjunction with any permissible use of the Component System software specifically authorized hereunder, and (ii) the Third Party Software shall be used only in accordance with licensor's terms and conditions and documentation for the Third Party Software which, unless otherwise included in a specific Supplement attached hereto, shall be provided to Customer with the receipt of such Third Party Software. During the term of this Agreement, SunGard Public Sector shall use reasonable efforts to provide Customer the benefit of all indemnities and warranties granted to SunGard Public Sector by the licensor(s) of the Third Party Software, to the extent possible without additional cost to SunGard Public Sector, as and if permitted by SunGard Public Sector's agreement with the licensor of the Third Party Software; and to the extent such warranties and indemnities pertain to Customer's use of the Third Party Software hereunder. In the event of any defect in any Third Party Software supplied by SunGard Public Sector, SunGard Public Sector will use commercially reasonable efforts to replace or correct the Third Party Software without charge, unless it has been damaged or corrupted after supply by SunGard Public Sector (including, but not limited to, damage caused by incorrect use, incorrect voltage or attempts to modify the Software or Third Party Software). If such damage or corruption has occurred after supply by SunGard Public Sector, SunGard Public Sector reserves the right to refuse to replace or correct the Third Party Software or to impose charges for so doing. Provided that SunGard Public Sector complies with this provision, it shall face no further liability with respect to any defect in any Third Party Software.

Unless as otherwise provided in a specific Supplement attached hereto, or as provided in Licensor's terms and conditions, SunGard Public Sector shall provide Level 1 support of the Third Party Software. For purposes herein, Level 1 Support shall mean:

- 1) Taking the first support call from Customer and qualifying the call priority, or if an existing case, obtaining case information;
- 2) Gathering information about the case, defining and describing the problem, and determining if the Third Party Software is the cause of the problem. Analyze problem symptoms, attempt to find root cause if appropriate and document result of such attempts. Determining if the problem is a known Third Party Software problem by accessing third party online support resources; and
- 3) If it is determined to be a Third Party Software problem, contacting the Third Party Software technical support. For new cases, opening a case and selecting a priority. For existing cases, providing the case number and information gathered to the Third Party Software support engineer.

1.2 Third Party Hardware and Services

Customer is hereby advised that the third party, and not SunGard Public Sector, assumes all responsibility for and liability in connection with the Third Party Hardware or Third Party Services set forth on Exhibit 1, and is solely responsible for delivering the Third Party Hardware and Third Party Services to Customer. SunGard Public Sector is not authorized to make any representations or warranties that are binding upon the third party or to engage in any other acts that are binding upon the third party, excepting specifically that SunGard Public Sector is authorized to represent the fees for the Third Party Hardware or Third Party Services as the same is provided for in Exhibit 1 and to accept payment of such amounts from Customer on behalf of the third party.

1.4 Title and Risk of Loss:

In no event will SunGard Public Sector be deemed to have taken title or any similar right or interest in or of any Third Party Software or Third Party Hardware in the chain of distribution to Customer, and title, risk of loss, and/or such similar right or interest in or to the Third Party Software or Third Party Hardware will be deemed to vest in Customer either at the point of delivery to carrier for shipment or as otherwise provided for in the licensor's terms and conditions.

1.4 Disclaimer of Warranties.

Except as may be provided in Section 1.1 above, Customer agrees and understands that **SUNGARD PUBLIC SECTOR MAKES NO WARRANTIES WHATSOEVER, EXPRESSED OR IMPLIED, WITH REGARD TO THE THIRD PARTY SOFTWARE, THIRD PARTY HARDWARE OR THIRD PARTY SERVICES. ALL WARRANTIES (IF ANY) ARE PROVIDED TO CUSTOMER BY THE LICENSORS, MANUFACTURERS OR PROVIDERS OF SUCH THIRD PARTY SOFTWARE, THIRD PARTY HARDWARE AND THIRD PARTY SERVICES. SUNGARD PUBLIC SECTOR EXPLICITLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. EXCEPT FOR ITS OBLIGATION TO REMIT PAYMENT RECEIVED FROM CUSTOMER TO THE THIRD PARTY PURSUANT TO THIS AGREEMENT, SUNGARD PUBLIC SECTOR WILL HAVE NO LIABILITY WHATSOEVER IN CONNECTION WITH THE THIRD PARTY SOFTWARE, THIRD PARTY HARDWARE OR THIRD PARTY SERVICES.**

SOFTWARE MAINTENANCE SUPPLEMENT

Customer desires that SunGard Public Sector provide Maintenance and Enhancements for and new releases of the Baseline Software identified in Exhibit 1 on the terms and conditions contained in this Software Maintenance Supplement (the Maintenance Supplement), and for the Custom Modifications identified in Exhibit 1 on the terms and conditions of this Maintenance Supplement. Accordingly, the parties agree as follows:

1. Additional Definitions.

"Contract Year" means, with respect to each Baseline Component System and Custom Modification, each one (1) year period beginning on the Execution Date or the anniversary thereof, and ending one (1) year thereafter.

"Custom Modification" means a change that SunGard Public Sector has made at Customer's request to any Component System in accordance with a SunGard Public Sector-generated specification, but without any other changes whatsoever by any person or entity. Each Custom Modification for which SunGard Public Sector will provide Customer with Improvements is identified in Appendix 1.

"Defect" has the meaning ascribed to that term in the License and Services Agreement to which this Maintenance Supplement is a part of, and further, with regard to each Custom Modification, means a material deviation between the Custom Modification and the SunGard Public Sector-generated specification and documentation for such Custom Modification, and for which Defect Customer has given SunGard Public Sector enough information to enable SunGard Public Sector to replicate the deviation on a computer configuration that is both comparable to the Equipment and that is under SunGard Public Sector's control.

"Enhancements" means general release (as opposed to custom) changes to a Baseline Component System or Custom Modification which increase the functionality of the Baseline Component System or Custom Modification in question.

"Improvements" means, collectively, Maintenance, Enhancements and New Releases provided under this Maintenance Supplement.

"Maintenance" means using reasonable efforts to provide Customer with avoidance procedures for or corrections of Defects. The hours during which Maintenance will be provided for each Component System, the targeted response times for certain defined categories of Maintenance calls for each Component System and Custom Modification, and other details and procedures (collectively, the "Maintenance Standards") relating to the provision of Maintenance for each Component System and Custom Modification are described in attached Appendix 1.

"New Releases" means new editions of a Baseline Component System or Custom Modification, as applicable.

"Notification" means a communication to SunGard Public Sector's help desk by means of: (i) SunGard Public Sector's web helpline; (ii) the placement of a telephone call; or (iii) the sending of an e-mail, in each case, in accordance with SunGard Public Sector's then-current policies and procedures for submitting such communications.

1. Services.

a) Types of Services. During the term of this Maintenance Supplement, SunGard Public Sector will provide Customer with Maintenance for, Enhancements of, and New Releases of each Baseline Component System and each Custom Modification identified in Exhibit 1.

b) Limitations. All Improvements will be part of the applicable Baseline Component System/Custom Modification, and will be subject to all of the terms and conditions of the License and Services Agreement Supplement to which this Maintenance Supplement is a part of, and this Maintenance Supplement. SunGard Public Sector's obligation to provide Customer with Improvements for Baseline Component Systems owned by parties other than SunGard Public Sector is limited to providing Customer with the Improvements that the applicable third party owner provides to SunGard Public Sector for that Baseline Component System. Customer must provide SunGard Public Sector with such facilities, equipment and support as

are reasonably necessary for SunGard Public Sector to perform its obligations under this Maintenance Supplement, including remote access to the Equipment.

2. Payment and Taxes.

a) Maintenance Fees. For the Improvements, Customer will pay SunGard Public Sector the amount provided for in Exhibit 1 as the "Initial Annual Improvement Fees" for the second Contract Year. Improvements for the initial Contract Year are provided at no charge. For each Contract Year subsequent to the second Contract Year, SunGard Public Sector reserves the right to increase the Improvements fees. Fees for Improvements for a Baseline Component System/Custom Modification are due on the first day of the first month of the Contract Year for that Baseline Component System/Custom Modification.

b) Additional Costs. Customer will also reimburse SunGard Public Sector for actual travel and living expenses that SunGard Public Sector incurs in providing Customer with Improvements under this Agreement, with reimbursement to be on an as-incurred basis. Such travel and living expenses will be governed by the SunGard Public Sector Travel Expense Guidelines attached hereto as Exhibit 2 and will be invoiced on a monthly basis in arrears and due within thirty (30) days from the date of invoice. Customer will also reimburse SunGard Public Sector for all charges incurred in connection with accessing Equipment.

c) Taxes. Customer is responsible for paying all taxes (except for taxes based on SunGard Public Sector's net income or capital stock) relating to this Maintenance Supplement, the Improvements, any services provided or payments made under this Maintenance Supplement. Applicable tax amounts (if any) are NOT included in the fees set forth in this Maintenance Supplement. If Customer is exempt from the payment of any such taxes, Customer must provide SunGard Public Sector with a valid tax exemption certificate; otherwise, absent proof of Customer's direct payment of such tax amounts to the applicable taxing authority, SunGard Public Sector will invoice Customer for and Customer will pay to SunGard Public

Sector all such tax amounts.

d) Late Charges. Customer will pay each SunGard Public Sector invoice by no later than thirty (30) days after receipt. Late payments shall be calculated at the rate of nine percent (9%) per annum.

3. Term. This Maintenance Supplement will remain in full force and effect throughout the initial Contract Year. After the initial Contract Year, this Maintenance Supplement will renew for an additional Contract Year unless, at least six (6) months prior to the expiration of the initial Contract Year, Customer notifies SunGard Public Sector in writing of Customer's intent not to renew the Maintenance Supplement for the second Contract Year. After the second Contract Year, this Maintenance Supplement will automatically be extended for consecutive Contract Years on a year-to-year basis unless either party notifies the other in writing of its intent not to extend this Maintenance Supplement for any particular Baseline Component System/Custom Modification at least six (6) months prior to the expiration of the then-current Contract Year.

Upon termination of the Maintenance Supplement with respect to a Component System provided under the Agreement, notwithstanding anything contrary in the Agreement, Customer may continue using the Component System for the remainder of the term of the Agreement; however, (i) SunGard Public Sector will discontinue providing all on-going Maintenance services and Improvements, including SunGard Public Sector's obligations under this Maintenance Supplement, (ii) any SunGard Public Sector warranties under the Agreement and this Maintenance Supplement with respect to the Component System for which Maintenance services are terminated shall cease to apply for the period following termination, and (iii) SunGard Public Sector shall have no liability with respect to Customer's use of the Component System for which Maintenance services are terminated after termination of the Maintenance Supplement Term.

4. Disclaimer of Warranties. Customer agrees and understands that **SUNGARD PUBLIC SECTOR MAKES NO WARRANTIES WHATSOEVER, EXPRESSED OR IMPLIED, WITH REGARD TO ANY IMPROVEMENTS AND/OR ANY OTHER MATTER RELATING TO THIS MAINTENANCE SUPPLEMENT, AND THAT SUNGARD PUBLIC SECTOR EXPLICITLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FURTHER, SUNGARD PUBLIC SECTOR**

EXPRESSLY DOES NOT WARRANT THAT A COMPONENT SYSTEM, ANY CUSTOM MODIFICATION OR ANY IMPROVEMENTS WILL BE USABLE BY CUSTOMER IF THE COMPONENT SYSTEM OR CUSTOM MODIFICATION HAS BEEN MODIFIED BY ANYONE OTHER THAN SUNGARD PUBLIC SECTOR, OR WILL BE ERROR FREE, WILL OPERATE WITHOUT INTERRUPTION OR WILL BE COMPATIBLE WITH ANY HARDWARE OR SOFTWARE OTHER THAN THE EQUIPMENT.

5. Termination. A party has the right to terminate this Maintenance Supplement if the other party breaches a material provision of this Maintenance Supplement. Either party has the right to terminate this Maintenance Supplement at any time while an event or condition giving rise to the right of termination exists. To terminate this Maintenance Supplement, the party seeking termination must give the other party notice that describes the event or condition of termination in reasonable detail. From the date of its receipt of that notice, the other party will have thirty (30) days to cure the breach to the reasonable satisfaction of the party desiring termination. If the event or condition giving rise to the right of termination is not cured within that period, then the party seeking to terminate this Maintenance Supplement can effect such termination by providing the other party with a termination notice that specifies the effective date of such termination. Termination of this Maintenance Supplement will be without prejudice to the terminating party's other rights and remedies pursuant to this Maintenance Supplement.

6. LIMITATIONS OF LIABILITY.

A) LIMITED LIABILITY OF SUNGARD PUBLIC SECTOR. SUNGARD PUBLIC SECTOR'S LIABILITY IN CONNECTION WITH THE IMPROVEMENTS OR ANY OTHER MATTER RELATING TO THIS MAINTENANCE SUPPLEMENT WILL NOT EXCEED ONE AND ONE HALF TIMES (1.5X) THE FEES THAT CUSTOMER ACTUALLY PAID TO SUNGARD PUBLIC SECTOR FOR THE IMPROVEMENTS FOR THE YEAR THAT SUCH LIABILITY ARISES.

B) EXCLUSION OF DAMAGES. REGARDLESS OF WHETHER ANY REMEDY SET FORTH HEREIN FAILS OF ITS ESSENTIAL PURPOSE OR OTHERWISE, IN NO EVENT WILL SUNGARD PUBLIC SECTOR BE LIABLE TO CUSTOMER FOR ANY SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER BASED ON BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, OR OTHERWISE, AND WHETHER OR NOT SUNGARD PUBLIC SECTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

C) BASIS OF THE BARGAIN. CUSTOMER ACKNOWLEDGES THAT SUNGARD PUBLIC SECTOR HAS SET ITS FEES AND ENTERED INTO THIS MAINTENANCE SUPPLEMENT IN RELIANCE UPON THE LIMITATIONS OF LIABILITY AND THE DISCLAIMERS OF WARRANTIES AND DAMAGES SET FORTH IN THIS MAINTENANCE SUPPLEMENT, AND THAT THE SAME FORM AN ESSENTIAL BASIS OF THE BARGAIN BETWEEN THE PARTIES.

Appendix 1
TO THE SOFTWARE MAINTENANCE SUPPLEMENT

Maintenance Standards

- I. Hours During Which SunGard Public Sector's Telephone Support Will be Available to Customer in Connection with the Provision of Maintenance:** Unless otherwise noted in Exhibit 1, support hours are Monday through Friday, 8:00 A.M. to 5:00 P.M. Customer's Local Time within the continental United States, excluding holidays ("5x9").
- II. Targeted Response Times.** With respect to SunGard Public Sector's Maintenance obligations, SunGard Public Sector will use diligent, commercially reasonable efforts to respond to Notifications from Customer relating to the Baseline Component Systems/Custom Modifications identified in Exhibit 1 of this Agreement in accordance with the following guidelines with the time period to be measured beginning with the first applicable SunGard Public Sector "Telephone Support" hour occurring after SunGard Public Sector's receipt of the Notification:

Priority	Description	Response Goal*	Resolution Goal*
Urgent 1	A support issue shall be considered Urgent when it produces a Total System Failure; meaning SunGard Public Sector's Component Systems are not performing a process that has caused a complete work stoppage.	SunGard Public Sector has a stated goal to respond within 60 minutes of the issue being reported and have a resolution plan within 24 hours.	Although resolution times vary depending on the exact issue and customer environment, SunGard Public Sector has a stated goal to resolve an urgent issue within 24 hours OR provide a resolution plan with urgent issues within 24 hours of the issue being reported.
Critical 2	A support issue shall be considered Critical when a critical failure in operations occurs; meaning SunGard Public Sector's Component Systems are not performing a critical process and prevents the continuation of basic operations. Critical problems do not have a workaround. This classification does not apply to intermittent problems.	SunGard Public Sector has a stated goal to respond within two hours of the issue being reported.	A resolution plan details the steps necessary to understand and possibly resolve the issue.
Non-Critical 3	A support issue shall be considered Non-Critical when a non critical failure in operations occurs; meaning SunGard Public Sector's Component Systems are not performing non-critical processes, but the system is still usable for its intended purpose or there is a workaround.	SunGard Public Sector has a stated goal to respond within four hours of the issue being reported.	
Minor 4	A support issue will be considered Minor when the issue causes minor disruptions in the way tasks are performed, but does not affect workflow or operations. This may include cosmetic issues, general questions, and how to use certain features of the system.	SunGard Public Sector has a stated goal to respond within 24 hours of the issue being reported.	

** Measured from the moment a Case number is created. As used herein a "Case number" is created when a) SunGard Public Sector's support representative has been directly contacted by Customer either by phone, email, in person, or through SunGard Public Sector's online support portal, and b) when SunGard Public Sector's support representative assigns a case number and conveys that case number to the Customer.*

Customer must provide remote access to its facility using a SunGard Public Sector approved remote access client so that SunGard Public Sector can perform the support obligations and/or services under this Agreement; and will provide appropriate security access and accounts for SunGard Public Sector staff and each session participant.

EXHIBIT 2

SUNGARD PUBLIC SECTOR TRAVEL EXPENSE GUIDELINES

SunGard Public Sector will adhere to the following guidelines when incurring travel expenses:

All arrangements for travel are to be made through the SunGard Corporate Travel Agent unless other arrangements have been made with the Customer and are documented in writing.

AIR TRAVEL – SunGard Public Sector will use the least expensive class of service available with a minimum of seven (7) day, maximum of thirty (30) day, advance purchase. Upon request, SunGard Public Sector shall provide the travel itinerary as the receipt for reimbursement of the air fare and any fees. Fees not listed on the itinerary will require a receipt for reimbursement.

Trips fewer than 250 miles round are considered local. Unless a flight has been otherwise approved by the Customer, Customer will reimburse the current IRS approved mileage rate for all local trips.

LODGING –Reasonable lodging accommodations are reimbursable, up to \$125 per night. If, depending on the city, reasonable accommodations cannot be secured for \$125 per night, Customer's prior approval will be required. Upon request by Customer, the hotel receipt received upon departure will be submitted for reimbursement. All food items, movies, and phone/internet charges are not reimbursable.

RENTAL CAR – Compact or Intermediate cars will be required unless there are three or more SunGard Public Sector employees sharing the car in which case the use of a full size car is authorized. Gas is reimbursable however pre-paid gas purchases will not be authorized and all rental cars are to be returned with a full tank of gas. Upon request, receipts for car rental and gas purchases will be submitted to Customer. SunGard Public Sector shall decline all rental car insurance offered by the car rental agency as staff members will be covered under the SunGard Public Sector auto insurance policy. Fines for traffic violations are not reimbursable expenses.

OTHER TRANSPORTATION – SunGard Public Sector staff members are expected to use the most economical means for traveling to and from the airport (Airport bus, hotel shuttle service). Airport taxi or mileage for the employee's personal vehicle (per IRS mileage guidelines) are reimbursable if necessary. Upon request, receipt(s) for the taxi will be submitted to Customer. Proof of mileage may be required and may be documented by a readily available electronic mapping service. The mileage rate will be the then-current IRS mileage guideline rate (subject to change with any change in IRS guidelines).

OTHER BUSINESS EXPENSES – Parking at the airport is reimbursable. Tolls to and from the airport and while traveling at the client site are reimbursable. Tipping on cab fare exceeding 15% is not reimbursable. Porter tips are reimbursable, not exceeding \$1.00 per bag. Laundry is reimbursable when travel includes a weekend day or Company Holiday and the hotel stay is four nights or more. Laundry charges must be incurred during the trip and the limit is one shirt and one pair of pants/skirt per day. With the exception of tips, receipts shall be provided to Customer upon request for all of the aforementioned items.

MEALS

\$52.00 per day Standard Per Diem

\$10.40 – Breakfast

\$13.00 – Lunch

\$28.60 – Dinner

Statement of Work

<INSERT>

Statement of Work

Between
SunGard Public Sector Inc.
And
Boone County, MO



1000 Business Center Drive
Lake Mary, FL 32746
Phone: 800.727.8088
www.sungardps.com

SUNGARD PUBLIC SECTOR
Connect the Community 

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CHANGE HISTORY

Revision	Date	Author	Major Section Changed and Description
1.0	2/29/2016	SunGard	Initial Draft
2.0	3/9/2016	SunGard	Minor modifications

Executive Summary

This document contains the approach and Statement of Work (SOW) for the definition, configuration, and deployment of the software and services for the implementation of a public safety software system for Boone County, MO (“Customer” or “County”). SunGard Public Sector Inc. (“Vendor” or “SunGard”) will assist the Customer with implementation of the selected SunGard solution.

Applications to be implemented include all modules and interfaces listed in Exhibit 1 of the Software License and Services Agreement. Any custom interfaces or other custom modifications not included in the associated Agreement or this Statement of Work will be governed by separate and additional Statements of Work, based on appropriate review and analysis between SunGard and the Customer.

This Statement of Work is intended to define the scope of work agreed upon by SunGard and the Customer, as well as establish responsibilities for each party related to the services to be furnished following execution of the specific Agreement or Quote for services described herein. The Customer agrees that SunGard will provide the services as described under this Statement of Work at the cost and terms listed in the Agreement.

This SOW specifies completion criteria for services to be delivered in the areas of project management, hardware and software installation, configuration, training, and Go Live support; as well as related roles and responsibilities of SunGard and the Customer.

Project Assumptions

- a) SunGard is implementing a COTS (commercially available, off-the-shelf) solution involving no customization, with the exception of any specific customizations otherwise noted and defined in the Agreement or separate SOWs.
- b) Customer and Vendor expect that this SOW may be modified from time to time if and as mutually agreed, given that the Vendor may be provided or obtain a more thorough understanding of Customer’s existing policies, practices, and operations. Customer and Vendor will jointly finalize the detailed project plan, schedule, and scope of work. Any significant or material changes to the project, once the project plan is finalized, will follow the Change Management process as described in this SOW.
- c) The proposed project services in this SOW include project management, installation,

implementation, training, consulting, and other services work necessary to complete the project as described in this SOW and representing a best good faith estimate based on knowledge at time of Agreement. For each SunGard services task, Vendor will assign SunGard team member(s) to provide the services, using up to the proposed total hours to complete the task. If additional services are needed to complete a task, the Change Management process, as described within this SOW, will be used to accommodate the need. This may include reallocating services, or providing an additional number of services hours, as determined and mutually agreed.”

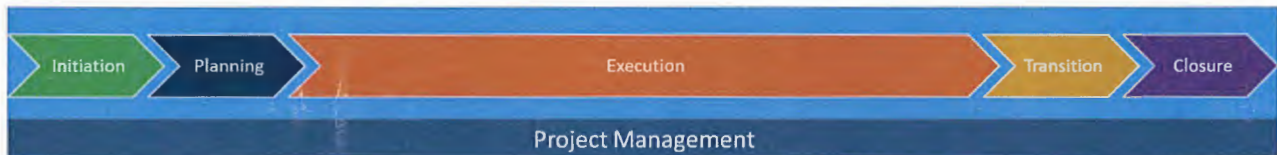
- d) The Customer will make their Project Team members available for meetings, consulting and training sessions, discussions and conference calls and other related project tasks or events upon request by Vendor. The Customer project committee members will respond to information requests by SunGard staff not to exceed five (5) Business Days, or as otherwise agreed upon, in time to minimize delays in the project.
- e) The Customer will provide adequate breakout and conference space, as well as an adequate workspace for each onsite Vendor consultant, with access to a desktop workstation, network, telephone and close proximity to the Customer Project Team.
- f) When Vendor is onsite, the Customer project committee should ideally be located near the Vendor project members to facilitate good communication and coordination amongst the team members.
- g) Adequate training space and computers will be provided by Customer for training throughout the project. The training room(s) will include a SunGard-specified number of fully functioning networked computers, meeting the required SunGard hardware standards
- h) When mutually agreed upon by both parties, the Customer and Vendor may consider alternative meeting options such as WebEx, Video Conferencing, Remote Desktop and Conference Calls. Making use of this technology will help in reducing travel and expense costs.
- i) The Customer may obtain the services of an additional consultant to provide project review, advice, and consultation at their own cost. Vendor will cooperate with the efforts of this consultant within the context of Customer’s participation, deliverable review and approval timeframes identified within this SOW and Agreement.
- j) Both the Customer and Vendor will furnish resources with appropriate skills and experience to handle the roles and responsibilities descriptions in this Statement of Work.

- k) SunGard is not responsible for quality of existing Customer data or for the correction or resolution of data quality issues unless agreed upon through the project Change Order process and corresponding scope of work and cost estimate.
- l) When conversion(s) are part of the contracted work, Customer will make IS or other qualified resources available to assist with data extraction, data mapping, and preliminary data validation during the conversion efforts.

Implementation Methodology – Project Management

Approach

Each phase of SunGard’s implementation approach features critical service delivery events and other elements that ensure consistent, predictable results. Through all phases, the Project Manager (PM) will drive the communication with Boone County and implement risk, change, and cost management as required. Following are brief descriptions of each phase:



Initiation – internal knowledge transfer, due diligence (e.g., contract review with Boone County).

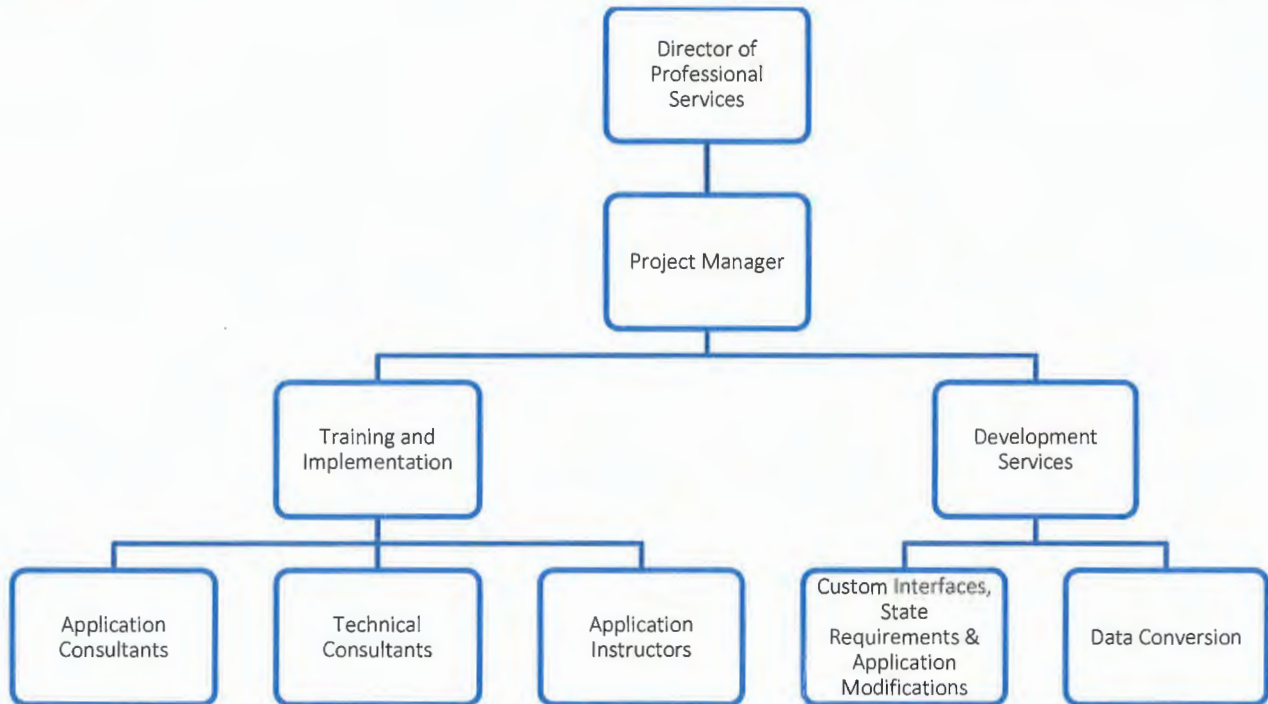
Planning – determination of required work, effort, and timelines. Key milestones during this phase include presentation and review of the project plan and development of a Communication Plan to establish frequency of project status meetings and reports.

Execution – active phase of implementation including core services related to four primary areas: installation, implementation, training, and testing. This phase may also contain any data conversion requirement and customizations to SunGard’s applications.

Transition – includes both the Go Live activities that transition Boone County from their old system to their new system and the initial knowledge transfer of Boone County’s information to SunGard Support Staff.

Closure – verify that deliverables are met and complete the transition of Boone County to SunGard Product Support and the Client Success Executive (CSE).

The SunGard project team is organized as depicted below. In addition to the assigned project manager, the team consists of Product Leads and Consultant/Instructors (Trainers) for each major application area, as well as Development resources for data conversion and any required application customizations. The SunGard Project Manager directs activities of all assigned team members. Project oversight (including management of escalated issues) is provided by the Program Manager and the Director of Professional Services.



Key Project Personnel

The Parties agree that the individuals designated in the final Project Schedule are essential to the services offered pursuant to this Agreement. Key SunGard personnel assigned to the Customer project will be identified by name and will be subject to the following key personnel requirements.

SunGard agrees that:

Prior to the final approval of the Project Schedule, SunGard will provide Customer with the resumes and/or bios with a list of similar project work of SunGard staff that will be assigned to the Customer project. Customer reserves the right to accept or reject SunGard project staff assignments.

SunGard shall not transfer or reassign such individual or individuals without the prior agreement of Customer; which agreement shall not be unreasonably withheld. Should SunGard no longer employ such individual or individuals during the term of this Agreement, SunGard shall present to Customer an individual with greater or equal qualifications as a replacement subject to Customer’s approval, which shall not be unreasonably withheld. Customer’s approval or disapproval shall not be construed to release SunGard from its obligations under this Agreement and it is understood by the Parties to this Agreement that disapproval could adversely affect schedules and project timelines associated with the

Agreement.

Customer requires and SunGard agrees to comply, that all on-site SunGard project staff or sub-vendors, as well as SunGard remote staff working directly with Customer Legacy data, be subject to a background investigation and specifically LiveScan fingerprint processing. Results of such LiveScan processing will be produced under the Customer's designated ORI.

Project Management Responsibilities

Project Management plays an essential role throughout the project and is involved in day-to-day activities of both SunGard and the Customer. Below are the general requirements of both Project Managers.

Roles and Responsibilities

SunGard:

- Act as primary liaison between SunGard Public Sector and the Customer
- Direct SunGard project team activities and schedules in coordination with the Customer Project Manager
- Develop and execute comprehensive Communication and Risk Management Plans
- Coordinate and conduct Project Status Meetings by conference call with the Customer Project Manager and project committee members as needed (weekly or frequency as determined by mutual agreement of SunGard and the customer). Provide written meeting minutes.
- Develop detailed project plan and schedule with input by the Customer Project Manager; update project schedule monthly as needed
- Provide responses to issues raised by the Customer within (5) business days or as determined by mutual agreement of SunGard and the Customer
- Prepare and process Change Requests as necessary to address any modifications to the project scope or schedule

Customer:

- Act as primary liaison between the Customer and SunGard
- Direct Customer project committee activities in coordination with the SunGard Project Manager
- Participate in Project Status Meetings by conference call with the SunGard Project Manager

and other project team members as needed (weekly or frequency as determined by mutual agreement of SunGard and the customer). Review written meeting minutes.

- Review and approve project plans and schedules provided by the Customer Project Manager
- Provide responses to issues raised by SunGard within (5) business days or as determined by mutual agreement of SunGard and the Customer
- Ensure that Change Requests are signed and returned to the SunGard Project Manager
- Acts as the primary contact to enquire about payment of invoices and verify status of payments
- Provide for SunGard project team access to Customer servers and network equipment as needed to deliver contracted services
- Act as liaison to all third-party vendors with which the Customer has Agreements independent of SunGard tasks.

Responsibilities of Project Management in specific areas are described below.

Project Schedule Development

During the planning phase of the project, the SunGard Project Manager will provide a detailed project schedule using MS Project or in a format preferred by the Customer (i.e. Excel, PDF, etc.). The document will include all of the SOW tasks identified herein, additional summary project activities, deliverables, and other milestones of the project. This schedule once reviewed and updated with feedback by the Customer Project Manager, will become the official baseline for the project. All changes will be executed according to the mutually agreed upon change control process and will be reported by the SunGard Project Manager at the regularly scheduled Project Status meetings.

Roles and Responsibilities

SunGard:

- Review with the customer Project Manager the key project tasks, dependencies, and requirements needed to finalize the project schedule
- Prepare the detailed project schedule, incorporating Customer input, and deliver to the customer at or prior to the Project Kick-off Meeting
- Finalize the project schedule based on Customer changes and corrections and deliver to the Customer Project Manager
- Update the baseline schedule monthly and/or as needed and as determined by mutual

agreement of SunGard and the Customer Project Manager

Customer:

- Review the draft project schedule and provide written feedback on any needed corrections or modifications within ten (10) business days
- Approve the draft schedule within five (5) business days once all changes and corrections provided in writing to the SunGard Project Manager have been incorporated

Completion criteria: Project schedule is deemed final by mutual agreement of the SunGard and Customer Project Managers and a SOW task completion form has been executed by a Customer Project Manager.

Project Status Reporting and Issues Tracking

In addition to the regularly scheduled Project Status Meetings, the SunGard Project Manager provides two key types of reports as part of the Communication Plan. The Project Status Report, distributed at a frequency to be determined based on the needs of the Customer (typically bi-weekly or monthly), summarizes milestones completed, as well as recent and upcoming project activity. These reports are distributed to key Customer project stakeholders. See Appendix A for a sample Project Status Report.

The Issues Log, updated continually by the SunGard Project Manager, is used to enter, track, and manage project issues identified by SunGard or the Customer toward resolution. Log entries include status updates, action items, and responsibilities of the parties. The specific design and format of the issue tracking log will be determined by mutual agreement of the SunGard and Customer Project Managers. A representative example of an issues tracking log appears in Appendix B.

Escalations:

The Customer and SunGard should anticipate challenging issues to arise throughout the implementation process due to the nature and complexity of projects of this type. In order for challenging issues to be remedied in a timely fashion, the Customer and SunGard will utilize the following escalation procedure.

All communication regarding the project should be directed to SunGard's Project Manager and the Customer's Project Manager in order to maintain consistent communication between the parties. Scheduled project status meetings will be maintained between the SunGard and Customer Project Managers.

All issues or concerns will be discussed actively and openly between SunGard's Project Manager and

the Customer's Project Manager.

If issues begin to interfere with the progression of the implementation project, the Customer and/or SunGard should escalate challenges to SunGard management, as needed:

Alan Braswell , Sr. Manager of Implementation Services	(336) 885-0911	alan.braswell@sungardps.com
Steven Moran , Director of Professional Services	(336) 885-0911	steven.moran@sungardps.com

Escalation to Customer management team should be as follows:

TBD		
TBD		

Roles and Responsibilities

SunGard:

- Create and distribute monthly Project Status Reports to key stakeholders
- Determine format for issues log in collaboration with the Customer Project Manager
- Update issues log as needed, but not less than monthly in preparation for Project Status Meetings
- Monitor issue status, including planned and completed actions and targeted completion dates
- Escalate issues to SunGard or Customer senior management as necessary to facilitate or expedite issue resolution

Customer:

- Review Project Status Reports and provide feedback as needed
- Determine format for issues log in collaboration with the SunGard Project Manager
- Review issues log with the SunGard Project Manager at regularly scheduled Status Meetings
- Monitor issues status, including completion of action steps owned by the Customer
- Escalate issues to SunGard or Customer senior management as necessary to facilitate or expedite issue resolution

expedite issue resolution

Completion Criteria: Project reporting is considered complete when the SunGard Project Manager has distributed the Project Status Report at the agreed-upon frequency and has updated the issues log as needed for review at each Project Status Meeting.

Change Management and Change Order Process

Either party may request changes to this SOW that will alter the project scope. Such a request is honored by the parties only if it follows the described process and results in a formal Change Order signed by both parties.

The Change Management and Control procedure is as follows:

Either SunGard or Customer management may propose a change by submittal of a Change Request to the other party. The other party has five (5) business days (or other timeframe as mutually agreed upon) to determine whether it agrees to the Change Request. If both parties agree to the Change Request, the change will become a Change Order documented and signed by both parties, reflecting additional cost, if any, and other appropriate details related to the change.

If agreement to pursue a Change Order does not occur in fifteen (15) business days of the initiation of the Change Request (or as mutually agreed upon), it is assumed that the Change Request has been rejected.

A sample Change Request/Change Order form appears in Appendix C.

Task 1: Project Kick-Off

The Kick-off Meeting, led by the SunGard Project Manager, will be held on-site at the Customer's designated facility as the culmination of the planning phase of the project. The purpose of the Project Kickoff meeting is to engage in a high level discussion of the implementation goals, approach, schedule, team member responsibilities, and Customer requirements. The agenda is negotiable and typically includes:

- Review of contract deliverables and transition discussions from the SunGard sales staff to the SunGard implementation team
- High level overview of licensed products purchased by Customer
- Review of hardware to be purchased by SunGard and/or the Customer

- Introductions of SunGard Project Manager and Customer Project Team members
- Review of the draft project schedule
- Review of key project management practices
- Review of the Statement of Work, roles and responsibilities
- Review of the training courses included and discussion on specific scheduling requirements and constraints

Roles and Responsibilities:

SunGard:

- Provide on-site presence by the assigned Project Manager and other key SunGard personnel (e.g., Consulting Manager, Training Team Lead) as determined by mutual agreement of the SunGard and Customer Project Managers
- Provide a meeting agenda in advance and minutes/action items list after the meeting
- Prepare a draft Project Schedule with potential services dates to discuss at the Kick Off meeting

Customer:

- Attendance at the kick-off by the Customer Project Manager, Core Team, and other key personnel (as determined by Customer)
- Reserve appropriate meeting facility and publicize to internal team

Completion criteria: The kick-off meeting is considered complete when an on-site meeting has been held in Boone County, MO, meeting minutes have been distributed, action items identified in writing, a draft project schedule has been delivered, and an SOW Task Completion form has been signed and delivered to SunGard by the Customer Project Managers.

Task 2: Final Project Schedule Delivery & Approval

After the completion of the Project Kick-off meeting, SunGard and Customer Project Managers will review the draft project schedule, and any mutually agreeable updates will be made by the SunGard Project Manager. It is anticipated that SunGard will have a final schedule ready for review within fifteen (15) business days of completing the project kick-off meeting. The final project schedule created will become the official Customer project schedule and will serve as a baseline for the project. It will be approved in writing by Customer's and SunGard's project managers.

The project schedule will be updated as required during the course of the project implementation. All changes to the schedule will be mutually agreed upon and, if required, will be documented via the mutually agreed upon Change Order process. Any schedule changes that occur will be a part of the monthly project status report provided by the SunGard Project Manager. The Project Schedule will be created and maintained using Microsoft Project.

Roles and Responsibilities:

SunGard:

- Review with Customer personnel the identified implementation tasks, priorities, inter-dependencies and other requirements needed to establish the final Project Schedule.
- Prepare the final Project Schedule document and deliver it to the Customer Project Managers.
- Review the Project Schedule with Customer personnel in the weekly status meeting and make changes and/or corrections that are mutually agreed upon.
- Deliver the final Customer Project Schedule within (15) business days after the Project Kickoff meeting.

Customer:

- Work with the SunGard Project Manager to finalize project tasks and responsibilities and make such implementation decisions as are reasonably required to finalize the Project Schedule.
- Review the final Project Schedule and identify in writing any specific deficiencies found within ten (10) business days.

Completion Criteria: This task is considered complete upon mutual agreement of the finalized project schedule and an approved SOW task sign off form has been executed by authorized SunGard and Customer representatives.

Task 3: Project Documentation Deliverables

The following project documentation will be provided by SunGard, with deliveries of such according to the approved project schedule.

SunGard shall:

- Provide a Final Approved Project Schedule — identifies tasks to be completed during the life cycle of the Customer project including the key SOW tasks identified herein, the responsible party for each task and the project milestones defined in the schedule.
- Provide Training Course Descriptions for all training courses (Appendix D to this SOW).

Course descriptions will identify all of the training courses with training syllabus descriptions, duration, recommended participants, and prerequisites for each course.

- Provide Customer Project Manager with resumes/bios on each proposed SunGard training staff member that will be assigned to conduct training or consulting activities on the Customer project
- Business/Workflow Analysis Report — SunGard to provide a detailed report after conducting the Business and Workflow Discovery Workshop. For each application, including CAD and MCT, SunGard staff will document key Customer workflow requirements and configuration options as well as identify areas in which a feature gap, workaround, or change management will be required. It is understood by the parties that this initial report will not be all inclusive of every potential business process currently in place at Customer due to time constraints. The intent of the report is to identify key workflow areas important to Customer and identify any significant gaps that might require process re-engineering or potential workarounds by Customer.
- Trip Reports after each training, installation, or consulting trip on site in Boone County – after each SunGard staff visit on site in Boone County, the Customer will be provided with a copy of the SunGard project team’s trip report. Trip reports shall include a summary of the activity completed while onsite, additional workflows or business discovery processes identified, staff participating in the activity, and any follow up action items that need to be addressed by both parties as a result of the session completed.
- Provide Customer with a Go Live Cutover Plan — describes the tasks that will be handled by SunGard and Customer personnel during the initial time the SunGard system is cutover to “live operations” in Boone County. Also provides a detailed schedule of SunGard personnel covering each shift with available resources, methodology for reporting issues and how they will be handled/escalated, contact names/phone numbers for support staff on site, remote and third party vendors.
- Provide standard system and product documentation, such as system administrative guides, system administration procedures, product configuration guides, on-line Help files, and end user training manuals for all software products purchased by Customer. One hard copy of each of these materials will be provided in addition to a soft copy or download access site.

The system product documentation, training documentation, and maintenance documentation will be SunGard’s standard documentation along with customizations to match the Boone County’s configuration and business processes and on-line Help files. Customer shall be able to make as many internal copies of SunGard provided system and product documentation as necessary for internal training and System maintenance

purposes.

Customer shall:

- Provide input (dates, resources, etc.) for the project schedule.
- Review and approve the project schedule.
- Provide the necessary staff and resources to provide input on current workflows and processes in place
- Review and confirm the details contained in the Business/Workflow Analysis Report
- Review, provide input and resources, and approve the Go Live Cutover Plan.
- Review and approve the Training Course Descriptions and proposed Training Plan
- Review System Documentation and Training materials and distribute to appropriate the Boone County staff

Completion Criteria: This task is considered complete when the documentation deliverables identified above have been delivered to the Customer Project Managers and the designated SOW Task Completion Form has been signed by the Customer Project Manager

Task 4: Business Process Review

Shortly before the Project Kickoff meeting, the SunGard Project Team will be scheduled to be on site in Boone County to conduct a detailed Business Analysis and CAD Workflow Discovery Workshop. This visit is intended to introduce the SunGard team and Customer project committee and outline the tasks and responsibilities required for successful completion of the project.

The Business/Workflow Analysis phase of this workshop will assist SunGard staff in recommending configuration options during the system application workshop on the SunGard CAD application and serve as a roadmap for the application configuration to be completed throughout the project implementation. In addition, potential gaps or operational procedural changes can also be identified during this workshop to identify potential workarounds or change management issues needing to be addressed early on in the project.

Prior to conducting the onsite workshop, SunGard project staff may request that some key documents, such as organizational charts, current documentation of processes, and policy and procedures manuals be provided prior to the onsite phase of this session. The Customer Project Manager will coordinate

with Customer project committee staff to assist in gathering and distributing these requested documents.

During the workflow assessment portion of the visit, the SunGard Consultants will meet with the Customer project committee and key personnel in various areas of operations, observe end-users at work (e.g. dispatch, patrol “ride-along”, etc.), and to review information and documents regarding Customer policies and procedures.

The specific agenda and schedule for the workflow assessment portion of the on-site visit will be determined by mutual agreement of SunGard and Customer; approximately 2-3 days on-site are anticipated. Meetings will include both sessions involving the entire Customer project committee, as well as “break-out” sessions with personnel in specific work areas.

SunGard’s Project Manager and CAD SME will attend the Business Analysis and the Workflow Discovery Workshop. The results of the operational process reviews will be documented in a Findings Report by the participating SunGard staff and will be provided to Customer for review. The SunGard consultant will present the report verbally (by web-conference or, if requested by Customer, on-site) as well as in soft and hard copy.

Recommendations will focus on application configuration options consistent with SunGard best practices developed based on experience with customers with similar business practices and implementing systems of comparable size and complexity.

Roles and Responsibilities

SunGard:

- In collaboration with the Customer’s Project Manager, create and review the workshop schedule and agenda for the on-site workflow process discovery in order to confirm process areas to be addressed, identify participants for various meetings and observation sessions, and to set the timeline for presentation of the final recommendations.
- Assess and review Customer’s current CAD workflow processes in order to identify opportunities afforded by the SunGard system for process improvements or for process changes necessitated by the transition to the SunGard system. Assessment will be conducted on-site via meetings and observations, as well as by review of documents provided by the Customer
- Document recommendations for application configuration and usage in each key area of operations assessed. SunGard will provide a written summary of recommendations and also provide an oral presentation to review (conducted on-site or remotely, TBD by mutual

agreement of SunGard and the Customer)

- Incorporate Customer feedback (questions, requests for edits) provided in writing following the verbal presentation of the recommendations. Provide a revised summary report within 10 business days of receipt of written Customer feedback
- Conduct internal knowledge transfer within the SunGard project team to ensure that all consultants and trainers are aware of and prepared to implement the recommended application configurations

Customer:

- Cooperate with SunGard to develop a mutually agreeable schedule and agenda for the workflow discovery. Identify appropriate personnel to attend each scheduled meeting, interview, or observation and communicate expectations to the personnel identified
- Provide Department requested documents within required timeframe. If a document is not available, provide alternative document/information source as a substitute
- Ensure that identified personnel attend all scheduled meetings, interviews, and observations. If scheduling adjustments become necessary while the trainers are on-site, discuss these needs with the trainer(s)
- Review recommendations in the summary report and attend the scheduled presentation of the findings. Submit questions or requests for clarification/revision to the SunGard Project Manager within 5 business days of the presentation

Completion Criteria: The Business Analysis and Workflow Discovery Workshop will be considered complete when on-site review of the Customer’s current operations in core areas (identified by mutual agreement of SunGard and the Customer) have been assessed, a written Findings Report and verbal presentation of application configuration recommendations are delivered to the Customer, and a SOW Tasks completion form is signed by the Customer Project Manager.

Task 5: Map Data Analysis & Geo-file Generation

The map and related database attributes (geofile) are key components of the system, the heart of real-time responsiveness and the basis for accurate downstream reporting. Map data integrity and design is an iterative process that is the responsibility of Customer, guided by training and consultation provided by SunGard.

Roles and Responsibilities

SunGard:

- SunGard will provide up to 72 hours of services for GIS implementation, consisting of assistance in creating and testing centerline data, map polygons/layers, Customer map data analysis and other assistance/consulting as needed
- Provide a minimum of 3 map audits and data reviews during the implementation

Customer:

- Customer will provide SunGard with a copy of existing GIS data for review
- Customer will be responsible for providing staff familiar with the County’s GIS data to work with SunGard staff on the geofile generation process and correcting data errors identified during the implementation process.
- Customer staff will be responsible for maintaining the accuracy of the GIS data utilized with the Customer ONESolution system.

Completion Criteria: The map geofile generation process will be considered complete after 3 data audits have been conducted by SunGard staff and any mapping data errors have been identified and reported to Customer for correction. A SOW task completion form will be signed by the Customer Project Manager to indicate that this task has been completed.

Task 6: SunGard Application Software Installation

Installation services for SunGard applications encompass loading of all pertinent files and the initial configuration of the SunGard applications to activate all functionality purchased. Initial configuration of CAD standard interfaces to third-party applications from CAD as well as internet applications are completed during the initial phase of the project immediately following completion of hardware installation, which serves as a prerequisite. Installation and configuration of MCT and Message Switch are completed by the Technical Lead on-site at the time of Maintenance Training on those applications. OpsCenter installation and configuration can be performed remotely at any point in the project after server installation is completed, as determined by mutual agreement of SunGard and the Customer.

Contracted service days for application installation:

CAD Installation (server, 3 workstations)	2 days
MCT Installation (server, 5 laptops)	1 days

Message Switch installation

2 days

Roles and Responsibilities

SunGard:

- Load files and perform initial configuration of all licensed SunGard applications (including base and add-on modules) and interfaces to third-party applications. Configuration includes activating appropriate modules, table set-up (including importing state-specific Statute Table, and selection of mandatory configuration settings (based on combination of SunGard applications purchased)
- Set up training/test environment as mirror copy of the production environment
- Set up SunGard applications on client workstation computers on-site at the Customer facilities to be used by Customer end-users; conduct knowledge transfer on installation/set-up procedures to Customer IT staff and/or other designated personnel responsible for set-up and maintenance of end-user computers (4-6 people maximum)
 - CAD – 3 Workstations
 - MCT—5 mobile computers
- Conduct a test while on-site to verify that SunGard applications have been installed and configured successfully, operating properly, and are ready to begin the implementation and configuration process. Note; All SunGard components may not be ready at this point for a full test, but a reasonable effort will be made to ensure SunGard components are ready for the next step in the process. SunGard installation services will ensure that all needed components are prepared and ready prior to conducting subsequent on-site activities for the specific application area according to the agreed upon project schedule
- Provide Customer with installation instructions to complete the remaining installation procedures on the rest of the Customer workstations and mobile equipment

Customer:

- Participate in planning activities (conference calls, emails) with SunGard application SICs and Technical Lead
- Provide on-site and remote access to servers as required for SunGard Technical Lead and application SICs to perform installation tasks

- Attend knowledge transfer sessions focusing on how to prepare workstations or mobile computers to run SunGard applications

Completion Criteria: Software installation is completed for each application when the pertinent SunGard application SIC or Technical Lead confirms that all required files are loaded, all related SunGard application modules are activated, interfaces are configured, and a SOW Task Completion form has been authorized and signed by the Customer Project Manager.

Task 7: Interface Implementation

The external interfaces to be identified and included in the final contract for the County's project include the following:

- MO NCIC/MULES Interface
- NexGen 911
- E911 Interface
- PageGate
- Firehouse RMS Interface
- Medical ProQA Interface
- Law ProQA Interface
- Fire ProQA Interface
- Locution interface
- Automate Secure Alarm Protocol (ASAP) Interface
- Connection to Columbia PD and Boone County SunGard RMS

For each of the interfaces, SunGard will provide a description of its standard functionality in a document referred to herein as an Interface Control Document. The interface description will provide an itemized list of criteria for which to test and verify that its functionality is correctly functioning prior to the conclusion of the Requirements Verification Plan.

The third party vendors will be responsible for writing a trigger that will extract data from the SunGard database and export it to another location for import into their external system. SunGard agrees to answer any database/interface questions that may arise and cooperate with these third party vendors to complete these interfaces if necessary.

Roles and Responsibilities

SunGard:

- SunGard will provide Customer Project Manager with a description of each of the interfaces described above within 90 days of contract signing.
- The Interface Control Documents will contain a description of how the standard interface is supposed to work and a criteria checklist or workflow tests to determine if the interface is functioning properly
- SunGard project staff will utilize the ICDs as outlined here in the SOW to verify the interfaces are functioning according to design during the Requirements Verification Process

Customer:

- Act as the primary point of contact with non-SunGard third parties, including other vendors, state agencies, and local agencies that control products and/or databases with which SunGard products are to be interfaced.
- Provide detailed schema, protocol, query specifications, as needed, and as available per interface.
- Ensure that open questions and design decisions are made conclusively and in a timely fashion
- Provide a Customer Point of Contact for each interface who is knowledgeable of the workflow and data requirements
- Review and provide written feedback on Interface Control Documents within (10) business days of receipt from SunGard

Completion Criteria: This task will be considered complete when all required Interface Control Documents have been delivered and accepted by the Customer Project Manager. A SOW task completion form will be signed by the Customer Project Manager to acknowledge the completion of this task.

Task 8: CAD Custom Modification Product Development

Overview

SunGard will provide six custom modifications as part of this SOW:

1. NG911 Interface
2. Image Trend CAD Export Interface
3. Last Know Location by PID
4. Active Call Screen-Single Line Event
5. Open Call Screen-by Grouping Type
6. Create a Call from the map-Block Range

NG911 Interface

This interface allows an agency to receive Short Message Service (SMS) and Multimedia Message Service (MMS) text messages from citizens using wireless devices. A text message session is initiated when the wireless device user submits a keyword that is advertised by the agency. All message transactions between the wireless device and the Public Safety Answering Point (PSAP) will continuously route through the server as a bidirectional message conversation.

Image Trend CAD Export Interface

This interface produces a one-way XML data export for the ImageTrend application. This data will include incident and unit information related to each call in question. Each export file will represent a single CAD event and will be forwarded into a specific network directory location throughout the life cycle of the event where it will be available by ImageTrend.

Last Know Location by PID

We agreed that our INFO command would suffice and that we will add the last known location to the dialog screen that comes up – no matter what the unit status is. We agree we will do this at no charge. What was added on the last call was also allowing the INFO command to have the employee ID to be one of the searchable items as well as our standard of the unit number.

SunGard will add the ability to search last known location by our PID number (officer ID number). It will work the same way our INFO works for unit number and display the same data.

Active Call Screen-Single Line Event

SunGard will modify all of our Active Call screens to allow for a single line with the incident and actively assigned units to be displayed on one line or row. If the incident has more units than one row can contain, we will wrap the units to the next line down – but still within the row of the related

incident. We will allow for column headers of the row to be selected by the user and save those in the user profile. The column headers will be from the available list in CAD today. Within the displayed list of assign active units on the row, we will offer tool sets using the mouse to do standard operations such as Status Changes or Resetting Watchdog Timers.

Open Call Screen-by Grouping Type

SunGard will modify our Open Call screen (calls waiting) to allow for the grouping by service type. We will have a consolidated view of all open calls but by clicking on a labeled tab we will filter and show only Open Calls related to the specific service type.

Create a Call from the map-Block Range

SunGard will modify the feature in our CAD that allows for a user to create a call from the map. When a CAD operator right-clicks on the map to create a call, the call location (street address) will be set as the block range on a street segment when the user clicks within pre-defined distance (in feet) of the street. This pre-defined distance from a road is a system setting applicable to all CAD consoles on the system. When the user clicks outside the pre-defined distance from a road, the location of the incident will be the nearest address.

General Assumptions for Custom Modifications

- This is a draft scope of work, and this scope will be further refined after contract execution.
- Items, features or functionality not specifically included in this document shall be considered outside of the SOW. Any future change will require a written Change Order approved by both parties, shall be subject to additional charges, and will likely have an impact on the implementation schedule. Change Orders shall not delay the implementation, acceptance, or payment in full of the accepted base functionality proposed within this document.
- SunGard is providing the implementation services related to the application software only to meet the specifications contained in this SOW. All other components required for a successful implementation are the responsibility of the customer.

Training

End User training for the custom modifications will be provided as part of the training services listed in the overall contract.

Pricing

SunGard will perform its responsibilities under this custom modification SOW for the fees defined in

Exhibit 1 of the Software License and Services Agreement. Annual Maintenance will be as provided in the Software Maintenance Agreement for the fees described therein. Payment terms shall also be as provided therein.

Contract Terms

The custom modifications detailed within this SOW shall be governed by the terms of the Software License and Services Agreement to which this SOW is attached (as well as the Software Maintenance Agreement with respect to the provision of maintenance services).

Roles and Responsibilities

SunGard:

- Provide the Customer with a detailed SOW for the proposed work.
- Deliver related application software/utilities to meet the specifications agreed upon in the detailed SOW
- Provide a project manager and assigned staff for the project.
- Provide a Quality Assurance Representative to serve as the point person for technical issues associated with this SOW.

Customer:

- Provide all equipment, system software and other components to meet the needs of this project.
- Provide all required hardware, cable and connectors and personnel to facilitate installation thereof.
- Assign a fulltime System Administrator and a backup System Administrator. This primary System Administrator will be SunGard's contact for all operational issues that require SunGard support. In addition, the Customer's System Administrators shall provide first line support to their own users for all application software.
- Agree to participate in a test period requiring Customer to test functionality outlined in the SOW. In addition, Customer understands that the customer test release version may also contain other new and unrelated development items that are also in a customer test stage.

Completion Criteria:

This task will be considered complete for each custom modification identified under the Agreement when the modification has been delivered, demonstrated to provide the functionality as described in the SOW, and verified by the SunGard and Customer Project Managers. Each custom modification will have its own separate Task Completion signoff form to be signed by the Customer Project Manager.

Task 9: Hardware Ordering and Delivery

SunGard will be procuring new servers with the SunGard OneSolution public safety system.

Roles and Responsibilities

SunGard:

- SunGard Project Manager will oversee ordering of the hardware items identified in the Agreement according to the agreed upon timeframe outlined in the Project Schedule
- SunGard Project Manager will ensure that all hardware components will be ordered, delivered, and installed in sufficient time to allow for their use in the applicable application training sessions where needed.

Customer:

- Customer will ensure that all servers, workstations, mobile equipment, and ancillary devices meet SunGard's minimum specifications if any are required outside the proposed solution.
- Customer will provide and insure availability of technical resources that are knowledgeable about the Customer configuration to provide assistance to SunGard staff when necessary and while onsite in Boone County.
- Customer Project Manager will confirm delivery of any hardware ordered under this Agreement
- If any hardware delivered under this Agreement is found to be defective, the Customer Project Manager will notify the SunGard Project Manager immediately in writing.

Completion Criteria: This task will be considered complete when all hardware included under the Agreement has been ordered and delivered to Customer and a SOW task completion form has been authorized and signed by the Customer Project Manager.

Task 10: Data Conversion

Legacy data conversions are a very labor intensive process that will require open communications between the SunGard and Customer data conversion teams. SunGard's approach to data conversions can be broken down into three phases:

Phase I: Planning and Analysis

During the planning and analysis phase, Customer staff will provide SunGard with legacy data and other data documentation such as data dictionaries to begin analyzing the Customer's historical data. The Customer legacy data provided shall be provided in an SQL, Excel, Access, or delimited flat file format. At this time, a conversion meeting will take place to review the process and decide on the type of conversion desired (Archive, Production, Hybrid).

Phase II: Module Iteration Testing

The conversion process will be performed on a modular basis, delivering the results of each module for review. The process begins by SunGard delivering a conversion of the raw data. Customer staff will then map each module's pick list values from the legacy system to the SunGard values, using a spreadsheet provided by SunGard. The data is then re-converted using the Customer provided translations.

This process of translation, conversion, and review will be performed up to three iterations for each module. Detailed documentation in writing will be required from Customer staff for any discrepancies or issues found during the data review. At the successful completion of each module's final conversion iteration, an SOW Task completion and signoff form will be signed by the Customer.

Phase III: Implementation

The final phase of the conversion process is the actual final conversion of data just prior to the go live date. This process will take place 4 business days prior to the go live date, or as mutually agreed between SunGard and Customer. Any data captured within this time period between the final conversion and go live date will need to be entered into the SunGard system manually by Customer users after the cutover.

Three conversions are being performed as part of this SOW: a CAD Data Conversion. An overview for each are provided below. Roles and Responsibilities of SunGard and Customer, as well as Assumptions and Completion Criteria within this section apply to both conversions.

CAD Data Conversion

Overview

SunGard will perform a data conversion of specific module data from Customer's current system (INFOR/EnRoute) into the corresponding modules within SunGard's ONESolution Computer Aided Dispatch.

This scope of work describes the modules to be converted. A detailed scope of work will be created after SunGard performs a comprehensive data analysis and meets with Customer to discuss the results

of this analysis.

Specifications

SunGard will, wherever possible, convert legacy data elements into corresponding CAD data elements. If there is no corresponding CAD data element for a particular legacy data element, the legacy data may be loaded into the appropriate CAD notes field when it makes sense to do so. Alternatively, a text document can be created to store this data and attached to the appropriate module record. New data fields will not be created in SunGard's database to match data elements in the legacy system – either existing fields are used or the data will be placed in the notes field of the CAD event record.

Roles and Responsibilities

SunGard:

- SunGard will assign a designated SunGard conversion team to analyze Customer legacy data. The SunGard conversion team will be subject to completing a LiveScan at the local police station, onsite with Customer where applicable, or other designated LiveScan facility, using Boone County Sheriff's Department's ORI number. The results of this scan will be forwarded directly to Customer. SunGard will identify the conversion team members to Customer project staff and complete the LiveScan process prior to beginning any conversion work or review of the Customer legacy data. Customer cannot provide legacy data to SunGard staff until this process has been completed and the LiveScan results have been received.
- SunGard will arrange an analysis meeting with the Customer to review the conversion options and to confirm both the environment and module data to be converted.
- During this analysis meeting, SunGard will review missing or conflicting pick list values, statutes, and finalize the rules governing the resolution of duplicate names.
- SunGard will develop conversion programs specific to the modules requested by Customer. SunGard will work closely with Customer staff throughout the process to find any data that is not clearly identified in the source system.
- SunGard will perform a maximum of four data uploads for each module to be converted (One initial raw data, and three iterations). Additional iterations may be requested by Customer and will be billable at the standard hourly rate in effect at that time. It is important for Customer staff to thoroughly review and fully document discrepancies to

avoid the need for additional conversion iterations and subsequent additional costs.

- SunGard will reconvert the module data with code table translations provided by Customer staff and upload the data in a test environment on the Customer network
- SunGard will set up a separate test environment for data conversion testing at the customer location. This temporary environment will be deleted after the Go Live event.
- SunGard will make adjustments to address discrepancies noted on the punch list provided by Customer staff and will upload the converted data into a test environment. Customer will review the data again, comparing records in the legacy system to the corresponding record in the SunGard system. A final punch list will be provided to SunGard and reviewed.
- SunGard will perform an internal audit of the converted module data to identify any application related issues. SunGard will make final corrections to address items identified in the audit and on Customer's final punch list. This process will be repeated for each module to be converted.
- SunGard will extract the final legacy data on the fourth business day prior to the scheduled go live.
- All data entered into the legacy system after the final extract for data conversion until the transition will be pulled from the system and inserted into the new production system shortly after go live.

Customer:

- Customer will be responsible for providing SunGard with legacy source data in any of the four following data formats: SQL database, Access database, Excel spreadsheet, or delimited text file. A final Legacy system data extraction will need to occur immediately prior to the go live date and provided to SunGard
- Customer staff will provide a data dictionary or equivalent documentation to facilitate mapping data elements between the legacy system and SunGard's database. If sufficient documentation is not available, Customer will need to provide screenshots of the legacy system to assist in mapping data elements to the SunGard database.
- Customer will provide a data conversion project committee who are subject matter experts and familiar with the current legacy system's database.

- Customer staff will be responsible for mapping the module picklist values from the legacy system on a spreadsheet provided by SunGard.
- Customer staff will review the converted data and provide SunGard with detailed, written feedback within one week of the delivery of a converted data set, or as mutually agreed by SunGard and Customer. This process will continue for several iterations. Customer will provide SunGard with a final punch list.

Assumptions

- Modules and data tables not specifically described in this document are considered to be out of scope of this proposed conversion effort. SunGard reserves the right to require additional funding in the event the Customer changes the scope of the conversion effort.
- SunGard is providing the services related to the conversions only to meet the specifications contained in this SOW. All other components required for a successful implementation are the responsibility of the customer.

Completion Criteria: This task will be considered complete when all Customer modules identified in the SOW have been converted into the SunGard OneSolution system successfully at the time of go live. Each converted module will have its own separate Task Completion signoff when completed and a final SOW Task Completion signoff form will be signed by the Customer Project Manager after the SunGard system has been put into live production.

Training

Training on each application (ONESolution CAD, MCT, Internet and add-on modules) progresses in three phases: Application workshops (SA or System Administrator), end-user, and post go live refresher. SunGard Public Sector Software Consultant/Instructors will conduct all classes itemized in the Software License and Services Agreement according to the preliminary agendas as outlined under this Statement of Work.

Task 11: CAD System Application Workshop

System Application Workshop (SAW) classes are designed as hands-on workshops to kick off the application configuration process for designated project committee members. Topics include building code tables, pick lists, system settings, and assignment of security permissions. SAW classes generally are limited to 6 participants (or as determined by mutual agreement of the SunGard and Customer

Project Managers) and should be attended by personnel (IT staff or public safety agency-designated Administrators), who will be responsible for maintaining user information and code tables in the live system, as well as by project committee members who are subject-matter experts in the specific application area. Class time is dedicated to beginning the building process under the guidance of the assigned SunGard trainer, as well as to discuss SunGard recommendations regarding potential configuration options (as identified during the System Orientation and Workflow Discovery Workshop). A course description for CAD Maintenance Training appears in Appendix D.

Roles and Responsibilities:

SunGard:

- Provide a Customer pre-approved CAD System Administrator training resource to conduct 4 days of on-site instruction on the set-up tasks for the SunGard CAD system. One additional day will be allocated for training preparation and follow up. (Total of 5 days of services)
- Provide CAD SAW training for Customer technical and project committee staff members according to the mutually agreed to project schedule. SunGard Training will be provided during normal business hours unless otherwise identified and agreed to in writing; typically from 8:00am - 5:00pm, not to exceed 6 hours per 24-hour period.
- Provide one (1) complete set of printed SunGard CAD training materials as well as one soft copy of all training materials supplied for this course. Customized SunGard system documentation will be provided prior to training.

Customer:

- Dedicate and assign personnel to attend the CAD SAW training without any interruptions to perform normal work duties. The Boone County staff should be prepared to attend all identified days of training and arrangements made to cover other normal work responsibilities.
- Customer will provide the necessary classrooms, facilities, materials, copies of documentation, networks and lines to data terminals, personal computers and PC operating system software, and related equipment to support training classes. This includes one full-function workstation per student, one full-function workstation for the instructor, an LCD, a projection screen, a whiteboard and connectivity to the server.

- Provide sufficient hard copies of the documentation supplied by SunGard to support all students in the training classes.
- Ensure that Customer personnel to receive CAD SAW training have the prerequisite skill sets, operations knowledge base, and dedicated time to complete follow up tasks after the completion of the training.

Completion Criteria: This task is considered complete when the scheduled CAD SAW training has been completed on site in Boone County and a SOW Task Completion form has been signed by the Customer Project Manager.

Task 12: MCT System Application Workshop

The MCT System Application Workshop (SAW) focuses on configuration and maintenance of mobile computing devices running the SunGard Public Sector MCT application. Topics covered will include initial installation of the MCT client, assignment of terminal identifiers provided by the Message Switch administrator, configuration requirements for mobile connectivity and agency specific configuration options within the MCT application.

During the same visit, the Technical Lead also will train Customer IT staff on Message Switch set-up and configuration. A total of two days of service will be provided for classroom training on MCT and Message Switch. See Appendix D for MCT and Message Switch Application Workshop Course Descriptions.

In addition, an additional half-day of familiarity training on the MCT client application will be provided by SunGard training staff. This overview of the MCT functionality will provide the Customer staff with a better understanding of the available functionality within the MCT application and possible configuration options and settings available to tailor the MCT deployment to meet the needs of Customer.

In summary, a total of 1.5 days on site will be provided to Customer, specific to the MCT and Message Switch System Maintenance and configuration options available with the MCT product.

SunGard:

- Provide a Customer pre-approved MCT/Message Switch Application Workshop resource to conduct 1.5 days of on-site instruction on the technical set-up tasks for the SunGard MCT and Message Switch system. An additional half-day of training (conducted on-site or via the

web, as determined by mutual agreement of SunGard and Customer) will focus on MCT functionality, specifically options (e.g., self-initiation) available to end-users

- Provide MCT and Message Switch Application Workshop for Customer Technical and Core Team staff members according to the mutually agreed to Project schedule. SunGard Training will be provided during normal business hours unless otherwise identified and agreed to in writing; typically from 8:00am - 5:00pm, not to exceed 8 hours per 24-hour period.
- Provide one (1) complete set of printed SunGard MCT and Message Switch training materials as well as one soft copy of all training materials supplied for this course. Customized SunGard system documentation will be provided prior to training.

Customer:

- Dedicate and assign personnel to attend the MCT/Message Switch System Maintenance without any interruptions to perform normal work duties. Customer staff should be prepared to attend all identified days of training and arrangements made to cover other normal work responsibilities.
- Customer will provide the necessary classrooms, facilities, materials, copies of documentation, networks and lines to data terminals, personal computers and PC operating system software, and related equipment to support training classes. This includes one full-function workstation per student, one full-function workstation for the instructor, an LCD, a projection screen, a whiteboard and connectivity to the server.
- Provide sufficient copies of the documentation supplied by SunGard to support all students in the training classes.
- Ensure that Customer personnel to receive MCT and Message Switch Application Workshop have the prerequisite skill sets, operations knowledge base, and dedicated time to complete follow up tasks after the completion of the training. These classes generally are attending by IT personnel, with limited or no participation by Police Department patrol operations experts

Completion Criteria: This task is considered complete when the scheduled MCT Application Workshop has been completed on site in Boone County for 1.5 days and a SOW Task Completion form has been signed by the Customer Project Manager.

Task 13: Application Testing – Data Audits

During the system configuration process, which takes place between the Maintenance and end-user training, SunGard Public Sector will conduct a series of data audits assessing application configuration progress for CAD and maps. Audits are conducted separately for each of these applications at three points in the system configuration process, initial (shortly following SAW Training), intermediate (when configuration is approximately 50% complete) and final (when configuration is nearly complete, prior to end-user training).

During the audits, a SunGard Consultant will access the Customer server via a secure remote connection to review a substantial sample of the data and configuration settings. The goal is to identify patterns of errors that could adversely affect application functionality at Go Live. The auditor writes a report and conducts a follow-up conference call specifying areas for further work or correction. The auditor provides recommendations for corrective action by the SunGard Consultant leading the assisted build process on the pertinent application.

Application testing by Customer will be conducted prior to the final Requirements Verification Plan review. Customer will identify and report in writing to SunGard any and all discrepancies or system issues that are identified during this testing process.

Roles and Responsibilities

SunGard:

- Instruct the Customer project committee on audit goals and preparation
- Conduct periodic remote data audits (three each for CAD and maps) to identify potential errors for examination and possibly correction by SunGard
- Provide a summary report to the Project Managers and review the results on a conference call with the Customer project committee
- Correct issues identified in the audit pertaining to items SunGard is completing as part of the assisted build process

Customer:

- Complete all tasks required in preparation for each audit, following instructions provided by the SunGard Consultant.

- Review audit results provided in writing and during the conference call with the SunGard Consultant
- Correct any issues that are the Customer responsibility (e.g., typos in User information data fields)

Completion Criteria: An audit is considered successfully completed when the SunGard Consultant has reviewed written and verbal feedback with the Customer project committee, and all identified issues are addressed and, if necessary, corrected. All planned audits for an application must be completed prior to end-user training beginning. After each audit, a SOW Task Completion form will be authorized and signed by the Customer Project Manager.

Task 14: Train the Trainer/ End User Training

End-user training provides hands-on, process-based instruction focusing on key tasks related to users' job responsibilities, such as writing and submitting reports or searching for investigative information.

All ONESolution application train the trainer and end-user classes will incorporate extensive activities based on realistic scenarios focusing on processes and tools within the applications that need to be mastered to use the system productively at and after Go Live. Topics in all end-user classes will include data entry, searching, reporting, and tips for navigating the applications.

In train-the-trainer classes, SunGard also will provide assistance to Customer's designated instructors in preparing to conduct MCT User Training. Specific agendas and course topics will be identified and mutually agreed upon by SunGard and Customer Project Managers.

The following train the trainer and end user training will be provided by SunGard as part of the Customer implementation project:

Course	Attendees per Class	Total Days	Onsite Days
CAD End User Training (6 classes)	10	30	24
MCT Train the Trainer - Law	6	4	3
MCT Train the Trainer - Fire	6	4	3
Freedom (web-based)		.5	.5
OpCenter Training (web-based)		1	1
Total Days:		39.5	31.5

Roles and Responsibilities:

SunGard:

- Provide a Customer pre-approved, training resource to conduct on-site instruction on end-user functionality available in the SunGard CAD and MCT system.
- SunGard Training will be provided during normal business hours unless otherwise identified and agreed to in writing; typically from 8:00am - 5:00pm, not to exceed 8 hours per 24-hour period.
- Provide one (1) complete set of printed SunGard CAD training materials as well as one soft copy of all training materials supplied for this course. Customized SunGard system documentation will be provided prior to training.

Customer:

- Dedicate and assign personnel to attend the Train-the-Trainer and End User training without any interruptions to perform normal work duties. Customer staff should be prepared to attend all identified days of training and arrangements made to cover other normal work responsibilities.
- Customer will provide the necessary classrooms, facilities, materials, copies of documentation, networks and lines to data terminals, personal computers and PC operating system software, and related equipment to support training classes. This includes one full-function workstation per student, one full-function workstation for the instructor, an LCD, a projection screen, a whiteboard and connectivity to the server.
- Provide sufficient copies of the documentation supplied by SunGard to support all students in the training classes.
- Ensure that Customer personnel to receive Train-the-Trainer training have the prerequisite skill sets, operations knowledge base, and dedicated time to complete follow up tasks after the completion of the training.

Completion Criteria: End User Training is considered completed when all the training modules contracted have been provided on-site at the Customer facility and the SOW Task Completion Form is

signed by the Customer Project Manager.

Task 15: Internet Services

The customer has contract for the implementation of SunGard Internet and Intranet Products:

- OpsCenter

The OpsCenter product will include the installation and configuration of the product which will take two days. Following the installation of the product a day of training will be required.

Roles and Responsibilities

SunGard

- SunGard will remotely install the Internet products on Customer Servers
- Assist Boone County in identifying appropriate training participants
- Identify and schedule appropriate personnel to attend training
- Attend training without interruption or distractions (e.g., caused by use of mobile devices unrelated to the training)

Completion Criteria: This task will be considered complete for each product after they have been installed, configured and trained upon. A SOW Task Completion form will be authorized and signed by the Customer Project Manager indicating this task has been completed.

Task 16: Go Live Support

Customer has contracted with SunGard to provide onsite go live support services. The following SunGard go live support services are included as part of this Agreement:

Application	Resource	Resource	Resource
CAD	1 SIC - 3 days	Trainer #1 - 3 days	Tech – 3 days
MCT	1 Trainer - 2 day		

SunGard and Customer Project Managers will mutually agree upon a cutover plan that provides assistance and support to customer system users based upon shift coverage within the scope of the go

live services contained within this Agreement.

Roles and Responsibilities:

SunGard:

- Review Customer Go Live preparation checklist with the Customer Project Manager and project committee (10-15 business days prior Go Live)
- Plan SunGard staff on-site coverage schedule for extended Go Live support. SunGard support coverage will be outlined in a detailed cutover plan to be provided to Customer not less than 30 days prior to go live.
- Complete on-site technical preparations the day prior to go live, including deleting all test data from the production environment and copying the final go live configuration to the training environment.
- Meet with Customer project committee and Go Live team to discuss schedule of events and final customer preparations
- Provide onsite Go Live support for the Customer Project Manager, project committee, and/or end-users as directed by the SunGard Project Manager.
- Outline an issue reporting procedure to be followed by all SunGard and Customer staff during cutover activities. Maintain a log of all outstanding issues and identify each of their priorities and responsible party assignments.
- Escalate any issues requiring immediate resolution; add non-critical issues to a punch list to be managed by the SunGard Project Manager and resolved by the SunGard implementation team.
- Conduct a daily de-briefing at shift changes to bring all supervisory and team leads up to date on outstanding issues.

Customer:

- Complete all tasks on the Customer Go Live preparation checklist in the designated timeframes
- Meet with SunGard on-site team the day prior to Go Live to discuss schedule and final

preparations

- Customer Project Manager and project committee provide on-site support and assistance throughout Go Live event
- Bring any application or hardware issues to the attention of the SunGard on-site team for prioritization and resolution according to the issue reporting procedures outlined in the Cutover plan

Completion criteria: Application is placed into live operations at the Customer site and SunGard staff has provided onsite assistance according to the services outlined in the Agreement and Statement of Work. A SOW Task Completion form will be authorized and signed by the Customer Project Manager indicating this task has been completed.

Task 17: Transition to Product Support

After Go Live on each application, SunGard Public Sector transitions responsibility for assistance on that application to Product Support. The SunGard Public Sector Project Manager and the appropriate Product Support team leader hold an introductory call to introduce Support guidelines and personnel to members of the Customer project committee and/or other key agency personnel who will be authorized contacts for SunGard Public Sector Product Support. The SunGard Project Manager and implementation team continue to “own” responsibility for tracking and resolving any application/system issues identified prior to or at Go Live, providing continuity to assure timely closure.

Once all applications are live and all urgent and critical issues resolved (i.e. the reliability test is complete), a final hand-off from the Project Manager to Product Support and the assigned SunGard Client Success Executive takes place. From that point on, Product Support and the Client Success Executive become the primary points of contact between the Customer and SunGard Public Sector.

APPENDICES

APPENDIX A: Project Status Report

Boone County, MO

Status Report for reporting period: (date) to (date)

Status Meeting Schedule: ...bi-weekly beginning (day of week), (date), at (time)

Overall Project Status Code: (example = Green / Steady)			
Status Code definitions: GREEN = on schedule, no significant issues YELLOW = potential impact to schedule RED = project significantly behind schedule		Expected Change definitions: Improving = future performance expected to improve Steady = future performance is expected to remain the same Declining = future performance is expected to be worse	
Action Plan to return to GREEN:			
Project Start Date: (date)		Date of Report: (date)	Expected Close Date: (date)
Project Overview:			
Current Delivery Phase(s): (i.e. Apps build)			
Milestones Completed to Date: <ul style="list-style-type: none"> • • • • • 			
Customer Stakeholders		SunGard Public Sector Project Team	
Project Manager	(name)	Project Manager	(name)

RMS SA	(name)	RMS Specialist	(name)
GIS/Maps Contact	(name)	RMS SA Trainer	(name)
Other	(name)	MCT/MFR SA Trainer	(name)
Technical	(name)	Technical	(name)
Major Accomplishments in this Reporting Period: <ul style="list-style-type: none"> • (list) • • • 			
Activity scheduled during <u>next</u> Reporting Period: <ul style="list-style-type: none"> • (list) • • 			
Activity scheduled during the <u>following</u> Reporting Period: <ul style="list-style-type: none"> • (list) • • 			
Issues Logged: <ul style="list-style-type: none"> • (list) • • 			
Risks Logged: <ul style="list-style-type: none"> • (list) • • 			
Changes Logged: <ul style="list-style-type: none"> • (list) • • 			
Other Notes:			

APPENDIX B: Project Issues Log

SUNGARD PUBLIC SECTOR									
Action Item/ Issues Tracker									
#	Action Item Quick Title	Action Item Description	Date Reported	Due Date	Owner	Complete	Applicati on	Status	Progress Comments

APPENDIX C: Change Request Form

SUNGARD® PUBLIC SECTOR

Change Request Form

www.sungardps.com • 407-304-3235 • 800-727-8088 toll-free

Customer Name:

Contract Change Request

SunGard Contact: Name Title Address Email Phone Fax:		Customer Contact: Name Title Address Email Phone Fax	
---	--	---	--

PRODUCTS/SERVICES DELETED: The following have been requested to be terminated or deleted.

Qty	Item #	SunGard Public Sector Applications, Hardware, 3 rd Party Software, Services.	Agreement/Quote #	Reason for Request	Date

PRODUCTS /SERVICES ADDED: The following have been requested to be added.

Qty	Item #	SunGard Public Sector Applications, Hardware, 3rd Party Software, Services	Agreement/Quote #	Reason for Request	Date

CREDITS: Billed: \$ _____ Paid: \$ _____ Credit Amount: \$ _____
ALL CREDITS WILL BE APPLIED TO FUTURE LICENSED PROGRAMS ONLY.

Except for the foregoing described changes to the Agreement, the Agreement shall in all other respects remain in full force and effect, unchanged hereby. By execution of this Change Order, Customer agrees to be bound by the terms of the Agreement in each and every respect with regard to the changes created in this Change Order as if this Change Order had been fully set forth in the Agreement. There shall be no change in the warranties, representations, liabilities or obligations of SunGard Public Sector under the Agreement by virtue of this Change Order except as expressly set forth herein.

This Change Order is considered valid once both parties have signed this document. Its effective date shall be the most recent date of the two signatures.			
Customer Authorized Signature			
SunGard Public Sector Authorized Signature			
	Printed Name	Signature	Date

APPENDIX D: Implementation Course Descriptions

The following training course descriptions are the SunGard standard descriptions for each of these services and for reference purposes only. For Customer specific modifications to these courses, please refer to the applicable Customer Statement of Work sections and License Agreement for further clarification of services to be provided.

CAD-MNT-TRN CAD Maintenance Training

Course Description: Focuses on setting up and maintaining the Computer-Aided Dispatch system. A training specialist advises key personnel from your agency on how to build codes and settings to work effectively with your department's policies and procedures.

Course Duration: 4 days (28 contact hours)

Learning Outcomes: Upon completing this course, participants will be able to

- Describe the major functions performed in each window of CAD
- Build and maintain CAD code tables
- Identify corresponding map layers
- Select system options and settings
- Build users and assign security rights
- Identify necessary changes to department policies or procedures

Target Audience: varies based on your agency's needs. Please consult your SunGard project manager. In general, this class is appropriate for

- System administrators responsible for initial set-up of CAD and for maintaining the live system. (Required)
- Agency decision-makers: the core team involved in establishing business practices and procedures, including dispatch operations, police field operations, fire, and/or EMS deployment (Required)

Prerequisites: Participants should be familiar with agency policies and procedures and should have some experience with the MS Windows operating system.

Items to Bring to Class: Training focuses on hands-on activities using a computer workstation and keyboard. SunGard asks you to bring the following items to class:

- Materials to take notes

- Hard copies of the CAD Maintenance Guide (printed by your department)
- Printed copies of maps of participating agencies' entire jurisdictions (if using map-based CAD)—5 per service (e.g., Law, Fire, EMS)
- MSAG (Master Street Address Guide) data, including street names, intersections, block ranges (if using map-based CAD)
- District, beat, or station assignments for department responses
- Completed worksheets (provided in advance by SunGard) for city codes, agency codes, units, nature codes, cancel codes, disposition codes, out of service codes, wrecker cancel codes, 10 codes
- Lists of agency employees
- Additional Information: response plans, reporting areas, groups, SOPs, business listings, dispatch protocols, wrecker company listings and rotation lists

CAD-USR-TRN Computer-aided Dispatch (CAD) User Training

Course Description: Focuses on using Computer-Aided Dispatch (CAD) software to enter and dispatch calls for service.

Course Duration: 4 days (28 contact hours)

Learning Outcomes: After completing this course, participants will be able to

- Enter calls for service following standard department policies and procedures
- Dispatch and monitor units following standard department policies and procedures
- Use searches and reports to retrieve data on past events

Target Audience: varies based on your agency's needs. Please consult your SunGard project manager. In general, this class is appropriate for telecommunicators and supervisors. Note: SunGard strongly recommends that a representative of the agency core team (who attended CAD Mnt training) attend each user class.

Prerequisites: Participants should be proficient at handling calls and dispatching units following current department procedures. Participants should be experienced users of the MS Windows operating system.

Items to Bring to Class: Training focuses on hands-on activities using a computer workstation and keyboard. SunGard asks you to bring the following to class:

- Materials for taking notes
- Hard copies of the CAD User Guide (printed by your department)
- Department policy and procedure information

INT-OPS-TRN **OpsCenter User Training**

Course Description: Instructor-led web-based training demonstrating features and functions available in OpsCenter. Topics include viewing information from RMS, conducting searches, and running reports

Course Duration: one session of up to 4 hours each

Learning Outcomes: After attending this course, participants will be able to

- View information from ONESolution RMS
- Run reports and conduct searches

Target Audience: end-users who need access to information in ONESolution RMS but are not heavy data entry users of those applications.

Maximum # of Participants: 30

Prerequisites: Participants should be familiar with department policies and procedures and should have a high comfort level with using browser-based internet applications

Items to Bring to Class: This class involves hands-on activities using a computer workstation and keyboard provided by your agency. SunGard asks you to bring the following items to class:

- Materials for taking notes

MCT-MNT-TRN Mobile Communication Terminal Maintenance Training

Course Description: This course focuses on configuration and maintenance of mobile computing devices running the SunGard Public Sector MCT application. We will cover initial installation of the MCT client, assignment of terminal identifiers provided by the Message Switch administrator, configuration requirements for mobile connectivity and agency specific configuration options within the MCT application.

Course Duration: 8 hours

Learning Outcomes:

- Understand various components of the mobile solution
- Develop a methodology for requesting and configuring terminal identifiers
- Understand installation and configuration of the MCT client application
- Learn basic principles for capturing logs and troubleshooting communication problems
- Understand reasons a mobile update might be necessary and the available options for completing the update process

Target Audience: This class is appropriate for administrators responsible for the mobile computing environment. The MCT administrators will typically be responsible for installing, configuring and troubleshooting hardware, software and communication problems in the mobile environment.

Prerequisites: Participants should be familiar with mobile computing technology in use at your agency including vehicle mounted hardware and/or software necessary for mobile connectivity. Individuals should be familiar with the following concepts:

- Microsoft Windows Operating Systems
- TCP/IP network communication and troubleshooting, including Firewall and VPN solutions
- Mobile computing technology specific to your agency and how that equipment will securely exchange packets over public and private IP networks to allow mobile devices to communicate with the message switch server over specific ports and protocols.

Items to bring to Class: This course will involve instructional lecture followed by hands-on activities to install and configure the MCT application for a subset of mobile devices. You are requested to have the following available for the duration of the class:

- Note- taking materials
- Department policy and procedure information as it relates to mobile computing
- Up to a total of 5 mobile computers running Microsoft Windows on which the MCT application can be installed and configured as part of the class. Mobile computers used for this activity

should be configured for the wireless connectivity solution that will be used in the production environment to ensure proper configuration.

MCT-TTT-TRN Mobile Computer Terminal (MCT) Train-the-Trainer Training

Course Description: Course Description: Prepares agency training staff to conduct MCT User Training for additional agency personnel. Course includes training on OSSI MCT functionality as well as assistance in developing skills for training the application effectively. Activities include reviewing instructor materials, and conducting internal “teach-backs” (with feedback provided by the SunGard consultant-instructor) on core application functionality.

Course Duration: 3 days plus one day of preparation and follow up

Learning Outcomes: Upon completing this course, participants will be able to:

- Demonstrate, explain, and perform OSSI MCT functions as included in SunGard’s standard curriculum for MCT User Training
- Use instructor outlines and class materials provided by SunGard to enhance training effectiveness
- Identify best practices for training end-users on key functionality in OSSI MC

Target Audience: agency training staff. Note that participants must be available to attend all three days of training. Substitutions cannot be made between on days 2 or 3.

Maximum # of Participants: 6 (due to feedback-intensive course format)

Prerequisites: Participants should have extensive presentation, technology, and law enforcement skills. Previous training experience in a public safety setting is preferred.

Items to Bring to Class:

This class involves hands-on activities using a computer workstation and keyboard provided by your agency. SunGard asks you to bring the following items to class:

- Materials for taking notes
- Hard copies of the OSSI MCT User Guide (printed by your department)
- Agency policy and procedure manuals

SMS-MNT-TRN Message Switch Maintenance Training

Course Description: Focuses on Message Switch principles, methodologies and administration. This course covers familiarization with the message switch host process, management console and SQL databases required for proper operation. Administration of the users and unit tables of the message switch will be covered along with basic troubleshooting tools and reporting.

Course Duration: 4 hours

Learning Outcomes:

- Understand various components of the message switch
- Identify message switch administrators and users
- Develop a methodology for assigning terminal identifiers
- Configure unit records, user accounts and security
- Learn basic principles for capturing logs and troubleshooting communication problems
- Use the management tool to access built-in reports

Target Audience: This class is appropriate for administrators responsible for the mobile computing environment. The message switch administrator will be responsible for assigning and managing unique terminal identifiers for each client accessing the switch and will be responsible for controlling administrative access to the data within the switch. He or she will also be responsible for ensuring the integrity of the message switch applications that run on the server console. Direct or remote “administrator” access to the server console is required for a person in this position. Mobile administrators can benefit from this class through an understanding of the message switch functionality and communication mechanisms.

Prerequisites: Participants should be familiar with your agency’s plans for mobile computing to effectively develop plans for deployment of mobile devices. Individuals should be familiar with the following concepts:

- TCP/IP network communication
- Firewalls, VPNs
- SQL Server Databases
- Mobile computing technology specific to your agency

Items to bring to Class: This course will involve instructional lecture followed by cooperative planning sessions and hands-on activities to build the initial switch configuration for a subset of mobile devices. You are requested to have the following available for the duration of the class:

- Note taking materials
- Department policy and procedure information as it relates to mobile computing

- Information regarding the total number of mobile computing devices and how those devices will be allocated and used on a daily basis
- Remote access to the OSSI Message switch console from the training location

APPENDIX E: SOW Task Completion Form

Customer Name: _____

Date: _____

Contract: _____

SunGard has recently completed Task # _____, Task Description: _____ of the Statement of Work (SOW). Completion of this task represents a major project event and by signature below, the Customer acknowledges this task has been successfully completed.

<i>Authorized Customer Signature:</i>	
Name:	
Signature:	Date:

Appendix F: Optional Services

This appendix contains optional services which can be negotiated during contract review.

EXHIBIT 4

STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

<INSERT>

Exhibit 4**STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI**

These Standard Contract Terms and Conditions are attached as Exhibit 4 to that certain Software License and Services Agreement between the parties hereto (“the Agreement”)

1. Except with respect to the functionality of its proprietary software or the functionality of any associated third party software delivered by Contractor, Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.
3. Reserved
4. Reserved
5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them. The County will provide Contractor with a valid tax exemption certificate
6. The delivery date shall be stated in definite terms. Notwithstanding, this provision does not alter the definition of Delivery Date in the Agreement.
7. Reserved
8. Subject to the limitations provided in the Agreement, in case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Contractor from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm, unless as otherwise provided in the Agreement.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and such delivery is accepted by the County at the time of delivery by its signature on carrier's proof of delivery documentation.
12. Reserved
13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening. Notwithstanding, the County represents that in the procurement identified in the attached Agreement County is not using federal grant funding.

14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
17. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

EXHIBIT 5

Insurance Provisions

<INSERT>

EXHIBIT 5

Insurance Requirements: The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and the Certificate of Insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

Employers Liability and Workers Compensation Insurance - The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.

Commercial General Liability Insurance - The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$ 1,000,000.00 each occurrence and \$2,000,000 in aggregate for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included in the form of the latest ACORD format.

Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. Contractor agrees to endorse the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.

Business Automobile Liability – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$ 2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

Subcontractors: Contractor shall cause each Subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. Contractor shall provide to County copies of certificates of insurance evidencing coverage for each Subcontractor. Subcontractors' commercial general liability and business automobile liability insurance shall name County as Additional Insured and have the Waiver of Subrogation endorsements added.

Proof of Carriage of Insurance - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract.. The Contractor shall agree that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the Owner. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.

INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all , damages, losses and expenses (including but not limited to attorney's fees) that County incurs in connection with a claim asserted against County by a third party for : (i) bodily injury or death; or (ii) damage to any tangible or real property, and in either instance, to the extent proximately caused by the negligent acts or omissions of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

Contractor's obligations under this indemnification are expressly conditioned on the following: (i) County must promptly notify Contractor of any such claim; (ii) County must in writing grant Contractor sole control of the defense of any such claim and of all negotiations for its settlement or compromise (if County chooses to represent its own interests in any such action, County may do so at its own expense, but such representation must not prejudice Contractor's right to control the defense of the claim and negotiate its settlement or compromise); and (iii) County must cooperate with Contractor to facilitate the settlement or defense of the claim.

Failure to maintain the required insurance in force may be cause for contract termination for material breach. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract for material breach in accordance with the terms of the Agreement with the exception that a cure period shall not apply. County's written notice to Contractor of termination hereunder shall be effective upon receipt by Contractor.

COUNTY OF BOONE - MISSOURI
WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)

County of Seminole)
)ss
State of Florida)

My name is Lisa Neumann. I am an authorized agent of SunGard Public Sector
(an FIS company) (Bidder). This business is enrolled and participates in a federal work authorization program
for all employees working in connection with services provided to the County. This business does not knowingly
employ any person that is an unauthorized alien in connection with the services being provided. **Documentation of
participation in a federal work authorization program is attached to this affidavit.**

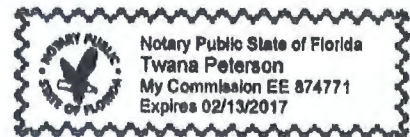
Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts
that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit
under penalty of perjury that all employees are lawfully present in the United States.

Lisa Neumann 2/25/2016
Affiant Date

Lisa Neuman
Printed Name

Subscribed and sworn to before me this 25th day of February, 2015.

Twana Peterson
Notary Public



Attach to this form the first and last page of the E-Verify Memorandum of Understanding that you completed when enrolling.

Company ID Number: 99089

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION

MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Social Security Administration (SSA), the Department of Homeland Security (DHS) and **Fidelity National Information Services, Inc** (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). E-Verify is a program in which the employment eligibility of all newly hired employees will be confirmed after the Employment Eligibility Verification Form (Form I-9) has been completed.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note).

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF THE SSA

1. Upon completion of the Form I-9 by the employee and the Employer, and provided the Employer complies with the requirements of this MOU, SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all newly hired employees and the employment authorization of U.S. citizens.
2. The SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. The SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. The SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by the SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).
4. SSA agrees to establish a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 3 Federal Government work days of the initial inquiry.

Company ID Number: 99089

5. SSA agrees to establish a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF THE DEPARTMENT OF HOMELAND SECURITY

1. Upon completion of the Form I-9 by the employee and the Employer and after SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct:

- Automated verification checks on newly hired alien employees by electronic means, and
- Photo verification checks (when available) on newly hired alien employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, and U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act and federal criminal laws, and to ensure accurate wage reports to the SSA.

7. DHS agrees to establish a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

Company ID Number: 99089

8. DHS agrees to establish a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the E-Verify Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

A. The employer agrees that all employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify.

B. Failure to complete a refresher tutorial will prevent the employer from continued use of the program.

5. The Employer agrees to comply with established Form I-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2 (b) (1) (B)) can be presented during the Form I-9 process to establish identity).
- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The employer will use the photocopy to verify the photo and to assist the Department with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.

6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a

Company ID Number: 99089

rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify ; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$500 and \$1,000 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ any employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the the SSA verification response has been given.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, support for any unlawful employment practice, or any other use not authorized by this MOU. The Employer must use E-Verify for all new employees and will not verify only certain employees selectively. The Employer agrees not to use E-Verify procedures for re-verification, or for employees hired before the date this MOU is in effect. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and the immediate termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III.B. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1 (1)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification to verify work authorization, a tentative nonconfirmation, or the finding of

Company ID Number: 99089

a photo non-match, does not mean, and should not be interpreted as, an indication that the employee is not work authorized. In any of the cases listed above, the employee must be provided the opportunity to contest the finding, and if he or she does so, may not be terminated or suffer any adverse employment consequences until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match, then the Employer can find the employee is not work authorized and take the appropriate action.

11. The Employer agrees to comply with section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify, discharging or refusing to hire eligible employees because they appear or sound "foreign", and premature termination of employees based upon tentative nonconfirmations, and that any violation of the unfair immigration-related employment practices provisions of the INA could subject the Employer to civil penalties pursuant to section 274B of the INA and the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-7688 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from the SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of newly-hired employees after completion of the Form I-9. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a (i) (1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to allow DHS and SSA, or their authorized agents or designees, to make periodic visits to the Employer for the purpose of reviewing E-Verify -related records, i.e., Forms I-9, SSA Transaction Records, and DHS verification records, which were created during the Employer's participation in the E-Verify Program. In addition, for the purpose of evaluating E-Verify, the Employer agrees to allow DHS and SSA or their authorized agents or designees, to interview it regarding its experience with E-Verify, to interview employees hired during E-Verify use concerning their experience with the pilot, and to make employment and E-Verify related records available to DHS and the SSA, or their designated agents or designees. Failure to comply with the terms of this paragraph may lead DHS to terminate the Employer's access to E-Verify.

Company ID Number: 99089

ARTICLE III

**REFERRAL OF INDIVIDUALS TO THE SSA AND THE DEPARTMENT OF
HOMELAND SECURITY**

A. REFERRAL TO THE SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.

2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a referral letter and instruct the employee to visit an SSA office to resolve the discrepancy within 8 Federal Government work days. The Employer will make a second inquiry to the SSA database using E-Verify procedures on the date that is 10 Federal Government work days after the date of the referral in order to obtain confirmation, or final nonconfirmation, unless otherwise instructed by SSA or unless SSA determines that more than 10 days is necessary to resolve the tentative nonconfirmation..

4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO THE DEPARTMENT OF HOMELAND SECURITY

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.

2. If the Employer finds a photo non-match for an alien who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when

Company ID Number: 99089

the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact the Department through its toll-free hotline within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

ARTICLE IV

SERVICE PROVISIONS

The SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify manual. Even

Company ID Number: 99089

without changes to E-Verify, the Department reserves the right to require employers to take mandatory refresher tutorials.

Termination by any party shall terminate the MOU as to all parties. The SSA or DHS may terminate this MOU without prior notice if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine.

Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

The employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, and responses to inquiries under the Freedom of Information Act (FOIA).

The foregoing constitutes the full agreement on this subject between the SSA, DHS, and the Employer.

The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify Operations at 888-464-4218.

Employer Fidelity National Information Services, Inc

William A Patton

Name (Please type or print)

Title

Electronically Signed

02/11/2008

Signature

Date

Department of Homeland Security – Verification Division

Company ID Number: 99089

USCIS Verification Division

Name (Please type or print)

Electronically Signed

Signature

Title

02/11/2008

Date

Company ID Number: 99089

**INFORMATION REQUIRED
FOR THE E-VERIFY PROGRAM**

Information relating to your Company:

Company Name: Fidelity National Information Services, Inc

Company Facility Address: 11601 Roosevelt Boulevard
Saint Petersburg, FL 33716

Company Alternate Address: _____

County or Parish: PINELLAS

Employer Identification Number: 432054614

North American Industry
Classification Systems Code: 519

Parent Company: Fidelity National Information Services, Inc.

Number of Employees: 2,500 to
4,999 Number of Sites Verified for: 16

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State.

- ARIZONA 1 site(s)
- CONNECTICUT 1 site(s)
- ARKANSAS 1 site(s)
- RHODE ISLAND 1 site(s)
- LOUISIANA 1 site(s)
- ILLINOIS 1 site(s)
- UTAH 1 site(s)
- OHIO 1 site(s)
- CALIFORNIA 1 site(s)
- TEXAS 1 site(s)
- MISSISSIPPI 1 site(s)
- TENNESSEE 1 site(s)
- FLORIDA 1 site(s)
- ALASKA 1 site(s)
- GEORGIA 1 site(s)
- WISCONSIN 1 site(s)

Company ID Number: 99089

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name:	Mario Herranz	Fax Number:	(727) 570 - 4848
Telephone Number:	(727) 227 - 2386		
E-mail Address:	mario.herranz@fnis.com		

Software Escrow Addendum (i) *av E*

Addendum to the Software License and Services Agreement by and between

SunGard Public Sector LLC (“SunGard Public Sector”) and
Boone County, Missouri (“Customer”)

The parties acknowledge that concurrent with the execution of this Addendum (the “Addendum”) the parties are executing a certain Software License and Services Agreement (the “Agreement”) on or about the same date herewith.

Whereas, SunGard Public Sector has placed the source code for the Component Systems identified in Exhibit 1 of the Agreement in escrow with Iron Mountain Intellectual Property Management (“Iron Mountain”) pursuant to a Source Code Escrow Agreement between Iron Mountain and SunGard Public Sector (“Escrow Agreement”);

Whereas, SunGard Public Sector updates such source code escrow deposits at least once a calendar year;

Whereas, such source code will only be made available on the release terms of the Escrow Agreement, and only to those SunGard Public Sector licensees that have elected to be named “Preferred Beneficiaries” under the Escrow Agreement by executing a Preferred Beneficiary Acceptance Form and paying Iron Mountain the beneficiary fee specified by Iron Mountain (as of the execution date of this Addendum, approximately \$800 per year).

Whereas, Customer wishes to be added as a Preferred Beneficiary.

Now therefore, as evidenced by the signatures of SunGard Public Sector and Customer on the attached Preferred Beneficiary Acceptance Form attached hereto as Attachment 1, the parties agree as follows:

Preferred Beneficiary Acceptance Form: Customer shall be added as a Preferred Beneficiary upon the full execution of the Preferred Beneficiary Access Form attached hereto as Attachment 1 and the payment of the fee(s) provided below.

Payment of Software Escrow Fees: The amounts provided for in the Agreement are exclusive of the annual software escrow charges that Customer must pay directly to Iron Mountain in order to be named as an escrow beneficiary of the source code for the SunGard Component Systems pursuant to the Escrow Agreement. The first year fee of \$800 is payable to SunGard Public Sector and is due by not later than thirty (30) days after the receipt of the fully executed Preferred Beneficiary Acceptance Form, and thereafter, applicable annual fee amounts will be billed by Iron Mountain (such amounts which will be due at the beginning of the applicable annual period in each instance), and should be remitted by Customer directly to Iron Mountain.

PREFERRED BENEFICIARY ACCEPTANCE FORM

Depositor, Preferred Beneficiary and Iron Mountain Intellectual Property Management, Inc. ("IMIPM"), hereby acknowledge that Boone County, MO is the Preferred Beneficiary referred to in the Master Preferred Escrow Agreement effective December 29, 2004 with IMIPM as the escrow agent and SunGard Public Sector Inc. (formerly SunGard OSSI) as the Depositor. Preferred Beneficiary hereby agrees to be bound by all provisions of such Agreement.

Depositor hereby enrolls Preferred Beneficiary to the following account(s):

Table with 2 columns: Account Name, Deposit Account Number. Row 1: SunGard Public Sector LLC (SunGard OSSI), 26408.

Notices and communications to Preferred Beneficiary should be addressed to:

Boone County Boone County Information Technology 801 E Walnut, Rm 220 Columbia MO 65201

Invoices should be addressed to:

Initial Annual Invoice: SunGard Public Sector Accounting Department 1000 Business Center Drive Lake Mary, FL 32746

Designated Contact: Aron Gish, Director Telephone: 573-886-4315 Facsimile: 573-886-4322 E-mail: AGish@boonecountymo.org

Second and Subsequent Annual Invoices: Boone County

Contact:

P.O.#, if required:

Boone County, Missouri Preferred Beneficiary

SunGard Public Sector LLC Depositor

By: [Signature]

By: [Signature]

Name: DANIEL K. ATWELL

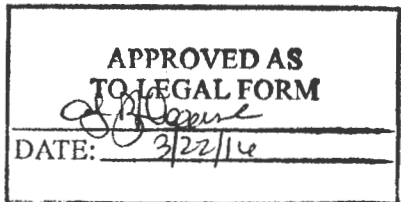
Name: Lisa Neumann

Title: Presiding Commissioner

Title: Controller

Date:

Date: 3/18/14



CERTIFICATION: I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract. [Signature] 3/23/14 2763-70052 Auditor by Date

IMIPM

By: _____

Name: _____

Title: _____

Date: _____

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 24th day of March 20 16

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

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 1010 N. Denninghoff Drive, parcel #16-103-07-01-002.00 01.

Done this 24th day of March, 2016.

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

**BEFORE THE COUNTY COMMISSION OF
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement)	March Session
1010 N. Denninghoff Road))	January Adjourned
Columbia, MO 65203)	Term 2016
)	Commission Order No. <u>149-2016</u>

FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT

NOW on this 24th day of March 2016, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

Findings of Fact and Conclusions of Law

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: junk, trash, rubbish and other refuse in the form of wooden pallets on the premises.
4. The location of the public nuisance is as follows: 1010 N. Denninghoff Road, a/k/a parcel# 16-103-07-01-002.00 01, Section 7, Township 48, Range 13 as shown in deed book 1994 page 0980, Boone County.
5. The specific violation of the Code is junk, trash, rubbish and other refuse in the form of wooden pallets in violation of section 6.5 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 13th day of January to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly, in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties

responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

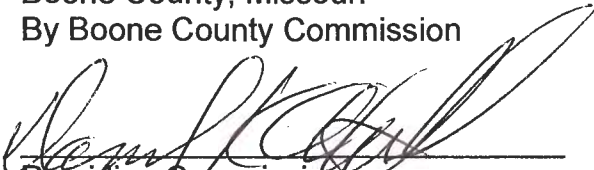
Order For Abatement Chargeable As a Special Assessment To The Property

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

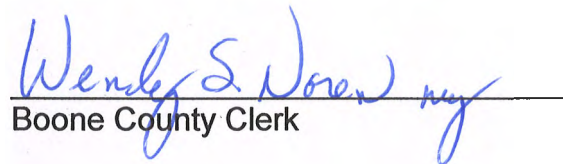
WITNESS the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri
By Boone County Commission



Presiding Commissioner

ATTEST:



Boone County Clerk

Photographs taken 3/15/16 @ ~ 9:00 am
1010 N. Denninghoff Drive



Photographs taken 3/15/16 @ ~ 9:00 am
1010 N. Denninghoff Drive



Judy Cochran
1010 N. Denninghoff Road
Health Department nuisance notice - timeline

- 01/05/16: citizen complaint received
- 01/08/16: initial inspection conducted
- 01/11/16: notice of violation sent to owner via certified mail, return receipt requested
- 01/13/16: owner signed for notice
- 01/21/16: owner called Health Department – spoke with owner about violation
- 01/27/16: called and spoke with owner via telephone, agreed to 30 day extension
- 03/11/16: reinspection conducted – nuisance not abated, hearing notice sent
- 03/15/16: photographs taken at ~ 9:00 am



CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
DIVISION OF ENVIRONMENTAL HEALTH

HEARING NOTICE

Judy Cochran
1010 N. Denninghoff Road
Columbia, MO 65203-9702

An inspection of the property you own located at 1010 N. Denninghoff Road (parcel # 16-103-07-01-002.00 01) was conducted on January 8, 2016 and revealed junk, trash, rubbish, and other refuse in the form of wooden pallets on the premises. This condition was declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

You are herewith notified that a hearing will be held before the County Commission on Thursday, March 24, 2016 at 1:30 p.m. in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri. The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, the County Commission may have the nuisance removed. All costs of abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

Sincerely,

Kristine Vellema
Environmental Public Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 11th day of March 2016 by MM

1005 W. Worley • P.O. Box 6015 • Columbia, Missouri 65205-6015
Phone: (573) 874-7346 • TTY: (573) 874-7356 • Fax: (573) 817-6407
www.GoColumbiaMo.com



CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
DIVISION OF ENVIRONMENTAL HEALTH

NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT

Judy Cochran
1010 N. Denninghoff Road
Columbia, MO 65203-9702

An inspection of the property you own located at 1010 N. Denninghoff Road (parcel # 16-103-07-01-002.00 01) was conducted on January 8, 2016 and revealed junk, trash, rubbish, and other refuse in the form of wooden pallets on the premises.

This condition is hereby declared to be a nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within **15 days** after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered, the County Commission may have the nuisance removed with the cost of abatement, plus administrative fees, charged against the property in a tax bill. In addition, a complaint may be filed against you in Circuit Court. **If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

Kristine N. Vellema
Environmental Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 11th day of

January 2016 by MN.

1005 W. Worley • P.O. Box 6015 • Columbia, Missouri 65205-6015
Phone: (573) 874-7346 • TTY: (573) 874-7356 • Fax: (573) 817-6407
www.GoColumbiaMo.com

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
- Return Receipt (electronic) \$ _____
- Certified Mail Restricted Delivery \$ _____
- Adult Signature Required \$ _____
- Adult Signature Restricted Delivery \$ _____

Postage

\$

Total Postage and Fees

\$

Sent To

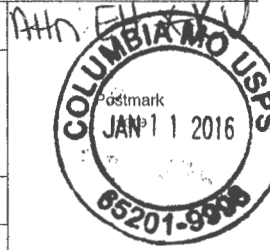
Judy Cochran

Street and Apt. No.

1010 N. Denninghoff Rd.

City, State, ZIP+4

Columbia, MO 65203-9702



7015 0640 0001 1467 8259

English

Customer Service

USPS Mobile

Register / Sign In



USPS Tracking®



Customer Service ›
Have questions? We're here to help.



Get Easy Tracking Updates ›
Sign up for My USPS.

Tracking Number: 70150640000114678259

Updated Delivery Day: Wednesday, January 13, 2016

Product & Tracking Information

Postal Product:

Features:
Certified Mail™

Available Actions

DATE & TIME	STATUS OF ITEM	LOCATION
January 13, 2016 , 1:56 pm	Delivered	COLUMBIA, MO 65203

Your item was delivered at 1:56 pm on January 13, 2016 in COLUMBIA, MO 65203.

January 13, 2016 , 8:11 am	Out for Delivery	COLUMBIA, MO 65203
January 13, 2016 , 8:01 am	Sorting Complete	COLUMBIA, MO 65203
January 13, 2016 , 4:59 am	Arrived at Unit	COLUMBIA, MO 65203
January 12, 2016 , 11:39 am	Departed USPS Origin Facility	COLUMBIA, MO 65299
January 11, 2016 , 10:35 pm	Arrived at USPS Origin Facility	COLUMBIA, MO 65299
January 11, 2016 , 6:51 pm	Acceptance	COLUMBIA, MO 65203

Track Another Package

Tracking (or receipt) number

Track It

Manage Incoming Packages

Track all your packages from a dashboard. No tracking numbers necessary.



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PUBLIC SECTOR

NavLine

6494

- Events
- Email log
- Reminders
- Work requests

Call Information

Call ID: 6494 Status: Open Entity: City of Columbia

Description: 1010 Denninghoff Rd.

Comments
Trash, junk, pallets in the front yard.

Call Details

Call type: CE-County Nuisance

Entry date/time: 01/05/2016 08:49:42

Entry user ID: Niles, Michelle M Health -

Origin:

Work group: Environmental Health

Contact Information

Contact ID: 154830

Contact name: Undefined

From phone: (573) 555-5555

Customer:

Location:

Service:

Call Assignment/Notification

Contact notification: Call back

Notification date:

Email updates: No

Notification user:

Forward to user: Vellema, Kristine - Health E

Close Information

Close date/time: 00:00:00

Close user:

Elapsed time:

Action taken:

Print

Cancel

Exit

Refresh

Toggle Inform...

Contact Inquiry



Boone County Assessor

Boone County Government Center
 801 E. Walnut, Room 143
 Columbia, MO 65201-7733

Office (573) 886-4270
 Fax (573) 886-4254

Parcel 16-103-07-01-002.00 01

Property Location 1010 N DENNINGHOFF RD

City **BOONE COUNTY (L1)** Road **COMMON ROAD DISTRICT (CO)** School **COLUMBIA (C1)**
 Library **BOONE COUNTY (L1)** Fire **BOONE COUNTY (F1)**

Owner **COCHRAN JUDY**
 Address **1010 N DENNINGHOFF RD**
 City, State Zip **COLUMBIA, MO 65203 - 9702**

Subdivision Plat Book/Page **0011 0132**

Section/Township/Range **7 48 13**

Legal Description **THE FUGATE PLACE
 LTS 1 & 2**

Lot Size **392.00 x 340.00**

Irregular shape **Y**

Deeded Acreage **1.93**

Deed Book/Page **1994 0980** **0772 0945**

Current Appraised				Current Assessed			
Type	Land	Bldgs	Total	Type	Land	Bldgs	Total
RI	6,500	17,560	24,060	RI	1,235	3,336	4,571
Totals	6,500	17,560	24,060	Totals	1,235	3,336	4,571

Most Recent Tax Bill(s)

Residence Description

Year Built **1970**

Use **850**

Basement **CRAWL SPACE
 (2)**

Attic **NONE
 (1)**

Bedrooms **3**

Main Area **1,344**

Full Bath **2**

Finished Basement Area **0**

Half Bath **0**

Total Rooms **6**

Total Square Feet **1,344**



Recorded In Boone County, Missouri
Date and Time: 09/06/2002 at 03:33:31 PM
Instrument #: 2002026235 Book:01994 Page:0980

First Grantor. HARRIS, DARREN E
First Grantee. COCHRAN, JUDY

Instrument Type WD
Recording Fee \$29.00

Bette Johnson
Bette Johnson, Recorder of Deeds



GENERAL WARRANTY DEED

THIS DEED, Made and entered into this 6th day of September, 2002, by and between
DARREN E. HARRIS AND JANE HARRIS, husband & wife

party or parties of the first part of HOWARD County, State of Missouri, Grantor(s) and JUDY COCHRAN

party or parties of the second part of BOONE County, State of Missouri, Grantee(s)

Grantee's Mailing Address is 1010 N. Denninghoff Rd, Columbia, MO 65203

WITNESSETH, that the said party or parties of the first part, in consideration of the sum of Ten Dollars and other valuable considerations paid by the said party or parties of the second part, the receipt of which is hereby acknowledged, does or do by these presents, GRANT, BARGAIN AND SELL, CONVEY AND CONFIRM, unto the said party or parties of the second part the following described Real Estate, situated in the County of BOONE, State of Missouri, to-wit:

LOTS ONE (1) AND TWO (2) OF THE FUGATE PLACE AS SHOWN BY THE PLAT THEREOF
RECORDED IN PLAT BOOK 11, PAGE 132, RECORDS OF BOONE COUNTY, MISSOURI.

SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

TO HAVE AND TO HOLD THE SAME, together with all the rights, immunities, privileges, and appurtenances thereunto belonging unto the said party or parties of the second part forever, the said party or parties of the first part covenanting that said party or parties and the heirs, executors, administrators and assigns of such party or parties shall and will WARRANT AND DEFEND the title to the premises unto the said party or parties of the second part, and to the heirs and assigns of such party or parties forever, against the lawful claims of all persons whomsoever, excepting however, the general taxes for the calendar year 2002 and thereafter, and special taxes becoming a lien after the date of this deed.

BOOGWD

Nora Dietzel, Recorder of Deeds

Boone County, Missouri
Unofficial Document

982

STATE OF MISSOURI

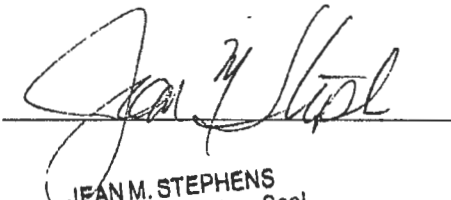
COUNTY OF BOONE

ON THIS 6th DAY OF AUGUST, 2002, BEFORE ME
PERSONALLY APPEARED DARREN E. HARRIS, x TO ME KNOW
TO BE THE PERSON (S) DESCRIBED IN AND WHO EXECUTED THE
FOREGOING INSTRUMENT, AND ACKNOWLEDGED THAT ~~THEY~~ EXECUTED
THE SAME AS ~~THEIR~~ ^{his} FREE ACT AND DEED. ^{he}

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED
MY OFFICIAL SEAL IN THE COUNTY AND STATE AFORESAID, THE DAY AND
YEAR FIRST ABOVE WRITTEN.

x husband of Jan Harris

MY COMMISSION EXPIRES:


JEAN M. STEPHENS
Notary Public - Notary Seal
State of Missouri
County of Audrain
My Commission Expires March 29, 2004

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the

24th

day of

March

20

16

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

Now on this day the County Commission of the County of Boone does hereby approve the acceptance of the 2016/2017 Victims of Crime Act Grant (VOCA) awarded to the Prosecuting Attorney's Office.

Done this 24th day of March, 2016.

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



DANIEL K. KNIGHT, Prosecutor

Office of the Boone County Prosecuting Attorney
705 E. Walnut Street – Courthouse
Columbia, Missouri 65201-4485
573-886-4100
FAX: 573-886-4148

March 22, 2016

TO: **Commissioner Atwill**
Commissioner Miller
Commissioner Thompson

FROM: Boone County Prosecuting Attorney's Office

RE: 2016/2017 Victims of Crime Act Grant (VOCA) Grant Acceptance

We respectfully request your approval to accept the grant award for our Victims of Crime Act grant through the Department of Public Safety.

We have been receiving grant funds through VOCA since 1993, and continue to serve approximately 2800 victims of crime each year.

There was a very large increase in available VOCA funding for this grant cycle. The prior award for Missouri was \$8.5 million and the estimated award for this grant cycle is \$36.7 million.

Our grant award includes continued funding for our part time Case Specialist and funding for a new Victim Specialist position including the full salary, all benefits, computer, dual monitors, printer, scanner and software. We also received funding for two prosecutors and three advocates to attend the 2017 International Conference on Sexual Assault and Domestic Violence as well as funding for two prosecutors and two advocates to attend the 33rd International Symposium on Child Abuse in 2017.

This is an 18 month grant cycle – April 1, 2016 through September 30, 2017, and there is a 20% matching requirement. The federal share is \$158,687.07 and the local match is \$39,671.23. The match is taken from the existing salary of our Victim Specialist, Jessica Watson.

Thank you for your consideration of this request.



Application

55920 - 2016-2017 VOCA Solicitation

56696 - Victim Response Team

Victims of Crime Act (VOCA)

Status: Correcting
Original Submitted Date: 10/05/2015 2:27 PM
Last Submitted Date: 03/15/2016 11:27 AM

Primary Contact

Name:*	Office Administrator	Bonnie	Adkins
	<small>Title</small>	<small>First Name</small>	<small>Last Name</small>
Job Title:	Office Administrator		
Email:	badkins@boonecountymmo.org		
Mailing Address:	Boone County Prosecuting Attorney		
Street Address 1:	705 E. Walnut Street		
Street Address 2:			
*	Columbia	Missouri	65201
	<small>City</small>	<small>State/Province</small>	<small>Postal Code/Zip</small>
Phone:*	573-886-4112		Ext.
Fax:	573-886-4148		

Organization Information

Applicant Agency:	Boone County, Prosecutor's Office
Organization Type:	Government
Federal Tax ID#:	436000349

DUNS #: 073755977
CCR Code: 4SWR3 08/10/2016
Valid Until Date
Organization Website: www.showmeboone.com
Mailing Address: Boone County
Street Address 1: 801 E. Walnut Street
Street Address 2:
City*: Columbia Missouri 65201 0449
City State/Province Postal Code/Zip + 4
County: Boone
Congressional District: 09
Phone:* 573-886-4305 Ext.
Fax: 573-886-3311

Contact Information

Authorized Official

The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Board President, Presiding Commissioner, Mayor, City Administrator, University President, State Department Director).

The Authorized Official and the Project Director cannot be the same person.

Authorized Official:* Presiding Commissioner Daniel Atwill
Title First Name Last Name
Job Title: Presiding Commissioner
Agency: Boone County
Mailing Address: 801 E. Walnut Street
Street Address 1: Room 333 - Roger Wilson Government Center
Street Address 2:
AO City*: Columbia Missouri 65201
City State Zip Code
Email: datwill@boonecountymo.org
Phone:* 573-886-4305 Ext.
Fax: 573-886-3311
Project Director

The Project Director is the individual that will have direct oversight of the proposed project.

The Authorized Official and the Project Director cannot be the same person.

If the project agency is a local law enforcement agency, the Project Director shall be the chief or sheriff of that agency. Exceptions to this requirement are the St. Louis Metropolitan Police Department and the Kansas City Police Department.

Project Director:*	Office Administrator	Bonnie	Adkins
	Title	First Name	Last Name
Job Title:	Office Administrator		
Agency:	Boone County Prosecuting Attorney		
Mailing Address:	705 E. Walnut Street		
Street Address 1:	4th Floor - Boone County Courthouse		
Street Address 2:			
PD City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	badkins@boonecountymo.org		
Phone:*	573-886-4112		
		Ext.	
Fax:	573-886-4148		

Fiscal Officer

The Fiscal Officer is the individual who has responsibility for accounting and audit issues at the applicant agency level (e.g. City Clerk, County Treasurer, Director of Finance, Accountant).

Fiscal Officer:*	Boone County Treasurer	Tom	Darrough
	Title	First Name	Last Name
Job Title:	Boone County Treasurer		
Agency:	Boone County Treasurer's Office		
Mailing Address:	801 E. Walnut Street		
Street Address 1:	Room 205 - Roger Wilson Government Center		
Street Address 2:			
FO City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	tdarrough@boonecountymo.org		
Phone:*	573-886-4365		
		Ext.	
Fax	573-886-4369		

Project Contact Person

The Project Contact Person should be the individual who is most familiar with the program this grant will fund.

This person can be the Project Director if that individual is most familiar with the program.

Project Contact Person: *	Office Administrator	Bonnie	Adkins
	Title	First Name	Last Name
Job Title:	Office Administrator		
Agency:	Boone County Prosecuting Attorney		
Mailing Address:	705 E. Walnut Street		
Street Address 1:	4th Floor - Boone County Courthouse		
Street Address 2:			
OC City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	badkins@boonecountymo.org		
Phone:*	573-886-4112		
		Ext.	
Fax:	573-886-4148		

Non-Profit Chairperson

Enter the name and address of the individual serving as the organization's board chairperson. Please provide an address other than the agency address.

This section is not applicable to agencies that are not considered a 501 (c) (3) non-profit organization.

Non-Profit Chairperson:	Title	First Name	Last Name
Job Title:			
Agency:			
Mailing Address:			
Street Address 1:			
Street Address 2:			
NC City		Missouri	
	City	State	Zip Code
Email:			
Phone:			
		Ext.	
Fax			

Project Summary

Application Type: Expand/Enhance an Existing Project
Current Contract Number(s): 2009-VOCA-099-OS
Program Category: Victim Services
Project Type: Local
Geographic Area: Boone County - Missouri

Brief Summary: This FY 16/17 Victim Response Team (VRT) project is a continuation of the program that the Boone County Prosecuting Attorney's Office began in 1993. In 2010, the part-time case specialist was added to enhance basic and comprehensive services to victims of felony crime, specifically focusing on historically under-served victim populations -- i.e., survivors of homicide, child sexual abuse/incest and victims of burglary and robbery. With this project, our office requests funds to hire an additional victim specialist to further enhance/expand services to victims of violent crime. Service provision occurs during all phases of the justice system and is designed to minimize harm to the victim while aiding in his/her restoration and recovery. Furthermore, our office seeks funding for staff training that addresses innovative and collaborative approaches to the investigation and prosecution of domestic violence and child physical/sexual abuse cases.

Program Income Generated: No

History of the Agency

Brief History of the Program Project Agency

Provide a brief history of the Agency and the type(s) of victim services the agency provides.

The Boone County Prosecuting Attorney's Office has a long history of serving victims of crime in our community. In collaboration with local law enforcement, social services, probation and parole, and other ancillary service providers, the Boone County Prosecuting Attorney's Victim Response Team (VRT) has been a leader in providing victims with information about their rights, assistance accessing state and local resources, and offering support during the investigation and prosecution of their offenders.

The Boone County Prosecuting Attorney's Office is responsible for the prosecution of criminal violations that occur within this jurisdiction. The office consists of 39 staff members, including the elected prosecutor, 13 assistant prosecuting attorneys (2 VAWA-funded domestic violence assistant prosecutors), 5 investigators, 2 victim specialists (1 VAWA-funded), 1 part-time case specialist (VOCA-funded), 1 restitution specialist and support staff. We have been providing services to crime victims and their families in Boone County with the support of VOCA funds since 1993. Before receiving grant funding through VOCA the Boone County Prosecutor's Office included seven prosecutors and two victim service staff. VAWA grant funds have been used to enhance services to victims of domestic violence since 1998.

Our Victim Response Team (VRT) is dedicated to addressing the needs of crime victims in Boone County. The victim specialists and the case specialist provide crisis intervention for victims of violent crimes - including sexual assault, domestic violence, parents of victims of child abuse and family members of homicide victims. The victim specialists and the case specialist also offer information about victims' rights and Crime Victims' Compensation (CVC), orientation to the criminal justice system, and support during the investigation, prosecution and disposition of criminal cases. When necessary, referrals are made to community-based service providers for additional case management, counseling, or long-term follow up.

The Victim Response Team provides a secure victim waiting room, court accompaniment, and restitution management. We have an excellent volunteer program which utilizes students from the University of Missouri and other local educational institutions. We use a wide range of volunteers including social work and occupational therapy students, criminal justice majors, pre-law and law school students. Volunteers assist with a variety of direct victim service-related work. Social work student volunteers have been especially helpful to victims of domestic and sexual violence by assessing victim safety, educating victims and their families about the dynamics of victimization, and partnering with advocates in the community to coordinate care. Our volunteer program enables us to provide comprehensive services to crime victims while assisting volunteers in developing specialized, professional skills for future employment.

A restitution specialist was added to the VRT Team in 2014. She assists victims of property crime - including burglary, property damage, identity theft, forgery, and fraudulent use of a credit device. In addition to calculating restitution, the restitution specialist provides victims with information about the court process, their rights, emotional support and safety planning. Furthermore, she manages the payment and disbursement of restitution to victims following the disposition of cases.

In 2015, our office received a grant from the Office for Victims of Crime (OVC) to hold a 5k in honor of National Crime Victims' Rights Week. This was an incredibly successful project. 144 people registered for the race and there were over 50 volunteers including our community partners - the Columbia Police Department, Boone County Sheriff's Department, University of Missouri Police, Boone Hospital, Probation and Parole, 13th Circuit Family Court, Parents of Murdered Children, True North, and Bikers Against Child Abuse.

As we look to the future, the Boone County Prosecuting Attorney's Office will continue to strengthen partnerships

Members of VRT will continue to serve on the MAPA Best Practices - Victim Service Committee and the Missouri Victim Assistance Network (MOVA) in order to influence policies across the state affecting crime victims.

With the ongoing support of VOCA funds, we can minimize trauma to victims by asking each survivor what they need to repair the harm. We can continue to educate victims about their rights, make services available to meet their needs, and help them plan for the future. This request for funding of a victim specialist and training to address innovative community response to domestic and sexual abuse will ensure that we continue to utilize a proactive and collaborative response to historically underserved victims in our community.

Statement of the Problem

Statement of the Problem

This section must address the need for grant funds and the proposed project. Define the problem that you will be attempting to impact with the project for which you are requesting funds. Be specific. Do not include every issue the Applicant Agency addresses, but only the one(s) that will be impacted by the use of the grant funds being requested. (Please note that the problem is NOT a lack of staff, counselors, equipment, etc. This is the result of the problem).

Since you are competing with other agencies for limited funds, you should document as extensively and as factually as possible the definition of the problem.

This section must justify the proposed services to be outlined in the Type of Program section.

This section should include relevant facts and local statistics on incidents of crime, the number of victims served during the past year - (two years, three years, etc.), existing resources, demographic and geographic specifications, etc. that document and support the stated problem.

Provide crime statistics for all areas served; do not provide global statistics, information must be specific to the service area.

Boone County is a growing, progressive county located in the center of the state and the crossroads of major east-west and north-south highways. Columbia is the 5th largest city in Missouri. Columbia is the County Seat, and the City of Columbia covers 53.5 square miles. Demographics are of an urban, semi-urban and rural composition with a diverse ethnic population.

Demographics:	2012	2013	2014
County Population	168,535	170,773	172,717
Population Growth	1.62%	1.33%	1.14%
Median Household Income	\$40,395	\$41,028	Information not available
County Unemployment Rate	4.6%	4.5%	4.1%

Ethnicity:

White Non-Hispanic 85%
 African America/Black 9%
 Asian/Pacific Islander 3%
 Other 3%

Gender:

Female 54%
 Male 46%

With the prosperity and growth of this community in the last decade has come a more volatile crime rate. Thirty-eight percent (38%) of victim-related cases filed in Boone County involve domestic violence.

The following is a listing of felonies and misdemeanors filed in Boone County over the past five years as well as the total number of domestic violence offenses prosecuted:

Felonies

2010 2011 2012 2013 2014 2015 (As of 9/30/2015)
 1533 1661 1632 1302 1317 1089

Misdemeanors (Including traffic offenses)

2010 2011 2012 2013 2014 2015 (As of 9/30/2015)
 7461 6398 6009 5827 5310 3971

Domestic violence offenses:

2010 2011 2012 2013 2014 2015 (As of 9/30/2015)
 1123 1269 1097 1019 1135 866

Members of VRT serve approximately 2800 victims of crime per year. As mentioned previously, 38% of these cases involve domestic/family violence.

While the number of total victims served has remained fairly consistent over the last five years, the number and the severity of felony crimes has escalated. There has been a notable increase in the number of robbery, burglary, and gang/gun-related crimes. In an effort to adequately address the needs of victims affected by the increasing number of these dangerous felonies, our office is requesting VOCA funds to hire a victim specialist. Sufficient staff is critical for the ever-increasing demand for quality victim services. Together, our currently VOCA-funded case specialist and the new victim specialist will be able to better serve victims of historically underserved crimes. Having sufficient staff will better enable them to anticipate victim's needs, provide for their safety and security, and help them prepare for court proceedings while minimizing the traumatic impact of participation in the justice system. Our new victim specialist will not only assist victims of robbery, burglary, and other underserved crimes, they will also assist victims of felony domestic and sexual assault as often, the demands placed on victims of felony cases are much greater than those in misdemeanors. Victims may be required to testify in depositions and preliminary hearings. The new victim specialist and case specialist provide information, education, and emotional support to aid each victim in making an informed decision about participation in the criminal justice system. They work with victims throughout the investigation, prosecution, and even after the disposition of the criminal case.

The Boone County Prosecutor's Office is faced with the dual challenge of attending to the needs of crime victims while expediting the appropriate disposition of criminal actions. Lack of knowledge of the justice system is one of the greatest challenges faced by crime victims and their families. Recognizing that the justice system is designed to protect the rights of the accused and not the accuser can be particularly troubling for victims. There are numerous individual challenges faced by crime victims. For those harmed by someone they know, victims often feel a sense of guilt or shame associated with the crime, and they may be reluctant to participate in the prosecution of their offender. Victims are tied to their partners economically and may be hesitant to assist because of the financial impact on the family. The issue of self-blame is also especially prevalent in cases of domestic violence, sexual assault, and child abuse. Unfortunately, fear of going forward, testifying, and holding the perpetrator accountable is also a challenge. Danger to the victim may escalate during a criminal prosecution. Often victims simply are not aware of the resources available to them.

The Boone County Prosecuting Attorney's Office Victim Response Team has been providing services to crime victims and their families with the support of VOCA funds since 1993. Adding a new victim specialist will enable us to continue to enhance services to victims. We cannot adequately meet the needs of victims without sufficient staff, equipment, and ongoing training. The continuation and expansion of this VOCA-funded project will ensure that crime victims receive the information and support that they deserve from this office.

Type of Program

Methodology/Type of Program

Outline the services to be provided by this project. Give as much detail as possible about your proposed project.

Define what services will be provided through the grant project, who will provide these services, how they will be accessed and who will benefit from these services. Flow charts and chronological outlines are great, but must be supported by additional narrative description.

Agencies that primarily serve domestic and/or sexual violence victims will be required to comply with the Missouri Coalition Against Domestic and Sexual Violence (MCADSV) Service Standards & Guidelines. (These agencies will not be required to comply with the Missouri Department of Public Safety Crime Victim Services Unit (MoCVSVU) Program Standards and Guidelines) In this section, agencies will need to explain how services are delivered in compliance with the MCADSV Standards. Please do not simply state the agency is in compliance! MCADSV Service Standards & Guidelines can be downloaded as a separate document from the DPS website.

All other agencies (those NOT primarily serving victims of domestic violence and/or sexual violence) will be required to comply with the new Missouri Department of Public Safety Crime Victim Services Unit (MoCVSVU) Program Standards and Guidelines. (These agencies will not be required to adhere to the MCADSV Standards) In this section, agencies will need to explain how services are delivered in compliance with the MoCVSVU Program Standards and Guidelines. Please do not simply state the agency is in compliance! MoCVSVU Program Standards and Guidelines can be downloaded as a separate document from the DPS website.

A link of the MCADSV and CVSVU Standards is included:

DV Standards

SV Standards

DPS Standards

Our FY16/17 VOCA request is to secure funding so that we can continue to employ a part-time case specialist and to hire a new victim specialist. The new victim specialist will provide comprehensive victim services to victims of robbery, burglary, felony assault, felony domestic violence and sexual assault offenses. This request for funds also includes specialized domestic violence training for members of the Domestic Violence Enforcement (DOVE) Unit as well as funds for specialized training in the area of child physical/sexual abuse - investigation, prosecution, and advocacy). Prosecuting attorney staff (2 assistant prosecutors and 2 VRT members) assigned to this caseload will attend the training. We are also requesting computer equipment and software for the new victim specialist.

The Victim Response Team (VRT) is dedicated to serving the needs of crime victims in Boone County. Service delivery is divided into two categories: Basic and Comprehensive. All victims of crime receive or have access to basic victim services. Comprehensive victim services are provided in cases where the level of trauma or severity of injury dictates a more sensitive, proactive, and hands-on approach to victim assistance. These services are also provided to those individuals who may have to testify at court proceedings, depositions, or at trial. Below is an outline and description defining the two categories of service provision.

BASIC VICTIM SERVICES

Notification of case filing and victims' rights
Notification of Crime Victims' Compensation and assistance filing claim
Education regarding safety planning and community resources
Assistance with restitution management
Orientation to the judicial process
Notification of case status
Notification of case disposition and assistance with victim impact statement

Each new case file is reviewed by a designated member of VRT. Initial notification is made via written correspondence. Victims receive a packet with basic information (i.e., criminal charge, case number, assistant prosecuting attorney, and advocate) corresponding to the criminal case. Victims are also provided written notification of their rights and the county and statewide resources available to them. Upon receipt of an initial contact letter, the advocate provides a follow-up phone call to offer emotional support, clarify expectations and orient the victim to the criminal justice process. During the course of a prosecution, victims are given additional information about case status when requested. At the conclusion of a case, all victims receive written notification regarding the disposition.

Examples of cases requiring basic victim services are misdemeanor property damage, stealing or assault, peace disturbance, trespassing, forgery, and some traffic violations involving motor vehicle accidents. Typically, these cases are assigned to a victim specialist, the restitution specialist or a trained volunteer.

COMPREHENSIVE VICTIM SERVICES

In addition to basic services, members of VRT provide:
Provision of emotional support, individualized goal/action planning

Collaboration with community resources and support
Assistance accessing statewide, ancillary victim services
Preparation for court appearance
Support during court process or trial
Follow-up advocacy services post-conviction

Most felony cases involve the provision of basic and comprehensive victim services. Initial victim contact is made via telephone. A victim specialist and/or case specialist facilitate a meeting with the victim and assistant prosecuting attorney assigned to the case. The purpose of the initial meeting is to gain insight into the victim's needs and expectations about the justice system and to help the victim make an informed decision about participating or not participating in a criminal prosecution. In some cases, victims may require crisis counseling and safety planning. The victim specialist and/or case specialist provide information about community resources to increase their level of support and actively assist the victim in accessing these resources. They may also organize an action plan or goals to aid in the victim's healing and recovery. During the course of a prosecution, the victim specialist and/or case specialist may meet several times with the victim to assess their needs, provide ongoing support and information, and prepare the victim for court appearances or trial. During court proceedings, the designated victim specialist and/or case specialist are available to counsel and support the victim and their family. Even after the disposition of the criminal case, victims will continue to receive services from the Victim Response Team when requested. Post-conviction assistance involves providing victims with referrals to resources available through the Department of Corrections, Probation & Parole, and the Office of the Attorney General. In addition, the victim specialist and/or case specialist can help the victim prepare impact information for the Parole Board or designated Probation Officer or accompany them to parole hearings.

Examples of cases requiring comprehensive victim services are felony domestic and sexual assault, child physical/sexual abuse, vehicular assault and manslaughter, burglary, robbery, homicide and other felony offenses.

The Boone County Prosecuting Attorney's Office offers services in compliance with MoCVSU Services Standards and Guidelines. Regarding organizational administration, the Boone County personnel policy manual contains policies that comply with employment law and prohibit discrimination. Confidential personnel files for paid staff and volunteers include criminal background checks, written job descriptions, completed job applications, resumes, references and a signed confidentiality statement/volunteer agreement. The administrative manual for the Prosecuting Attorney's Office contains information about the daily operations of the office, safety/security procedures, and the provision of services by the Domestic Violence Enforcement Unit. The administrative manual contains written procedures on how our office will respond to non-English speaking persons as well as victims that are vision, hearing, and speaking impaired. Confidentiality guidelines outlined by MoCVSU are adhered to by staff and volunteers working with the Victim Response Team. All volunteers sign a confidentiality agreement. Documentation of service provision is maintained in a secure area only accessible to paid staff or authorized volunteers. The Boone County Prosecuting Attorney's Office uses Prosecutor by Karpel (PBK) case management software which maintains a confidential data collection and record-keeping system that allows only authorized victim services staff members to access victim information. This case management system allows for tracking progress toward program goals and objectives.

Regarding guidelines for training, all project staff members are expected to be familiar with and adhere to MoCVSU training curricula that address the historical context of domestic and sexual violence, the dynamics of

abusive relationships, safety planning, and trauma-informed/coordinated response to victims. At a minimum, volunteers receive forty hours of observational training in the prosecutor's office and an additional twelve hours of domestic violence and sexual violence training is provided by True North women's shelter. Training is required for all personnel who provide direct services (i.e., crisis intervention, case management and court advocacy) to victims of domestic violence and their children. This includes a minimum of six hours of ongoing professional development/continuing education during the calendar year.

All members of the Victim Response Team are expected to adhere to the Missouri Department of Public Safety Code of Professional Ethics for Victim Service Providers. Written policies regarding volunteer opportunities are available in the volunteer training manual, which is maintained and regularly updated by members of the Victim Response Team. Training is required for all personnel of the Victim Response Team who provide direct services (i.e., crisis intervention, case management and court advocacy) to victims of domestic violence and their children. Our victim specialists receive specialized training through the Missouri Victim Academy each year and take advantage of training opportunities through MCADSV whenever possible.

Service standards and guidelines for direct service provision are consistent with MoCVSU recommendations. Crisis intervention services are only offered by trained staff or volunteers and involve interactions designed to stabilize the victim's emotions, clarify issues and expectations and provide ongoing support and assistance. A critical aspect of case management and court advocacy service provision is minimizing further harm while helping the victim plan for his/her future. Members of the Victim Response Team must be familiar with community resources and maintain relationships with ancillary service providers in order to provide effective case management services. Coordinating services in a collaborative manner is a cornerstone of the Victim Response Team's service provision.

The Boone County Prosecutor's Office meets and exceeds MoCVSU service standards and guidelines for court advocacy service provision. Civil and criminal justice information and support is provided to all identified crime victims. Volunteers providing court advocacy services must demonstrate proficiency in articulating justice system terminology and Missouri law as it pertains to domestic and sexual violence. Court advocacy services include the provision of written and verbal information about victims' rights, state and local resources that advocate on behalf of victims of crime, Crime Victims' Compensation, safety planning, etc. Victim services surveys are conducted in person, on-line and by mail to ensure quality of services.

Proposed Service Area

Proposed Service Area

State the geographic area to be served by this project.

The Boone County Prosecutor's Office handles crimes committed in Boone County. Victims served include residents of this county as well as non-residents. Victims of crime in neighboring counties where services do not exist will be given information about Crime Victims' Compensation, statewide victims' services resources, and counseling referrals when requested.

Coordination of Services

Coordination of Services

Coordination and communication with other service providers is active, ongoing and occurs on a daily basis. Timely communication between first responders and members of the Boone County Prosecuting Attorney's Office is critical in ensuring victims' safety, anticipating victims' needs/expectations, and holding offenders accountable. Members of law enforcement and True North (local advocacy and shelter program) contact the victim specialists on a daily basis to coordinate service provision. Because a criminal prosecution can take months, coordination with community-based advocates and counseling providers is essential for meeting the changing needs of victims and their families. Victim specialists collaborate with True North's DOVE advocate to ensure all victims have access and information about civil justice remedies (orders of protection) and safety planning. Often, the DOVE advocate will attend meetings between victims and prosecuting attorney staff to ensure that victims are given comprehensive support throughout the court process.

Members of the DOVE Unit play a vital role in the continued coordination of victim services in Boone County through training and ongoing education. Members of the DOVE Unit participate in annual collaborative training for local law enforcement. In addition, DOVE Unit members participate in volunteer training at True North as well as training for the Sexual Assault Nurse Examiner (SANE) programs at local hospitals. Participants of these trainings include representatives from the three local hospitals, law enforcement agencies, psychiatric facilities, True North women's shelter, the University of Missouri, and other counseling and social service organizations.

More recently, Columbia Police Department has begun utilizing the Domestic Violence Workbook when responding to DV-related calls for service. This resource was created as a collaborative effort among DOVE Unit members. It provides a framework for the first responding officer when interviewing victims to assess lethality, gather history, and provide information about local resources.

Currently, DOVE assistant prosecutors and the victim specialists attend regularly scheduled DOVE Unit meetings with members from the Columbia Police Department, the Boone County Sheriff's Department, Probation and Parole, Family Counseling Center, and True North women's shelter to review service provision protocols for battered women and to coordinate services for victims in active criminal investigations and prosecutions.

Strong collaborations also exist between members of the Boone County Prosecuting Attorney's Office, Rainbow House (local child advocacy center), the Juvenile Office, the Children's Division and detectives from the Columbia Police and Boone County Sheriff's Departments. This multidisciplinary team meets monthly to discuss new and ongoing investigations of child physical/sexual abuse. This team also works with local healthcare providers and has created protocols outlining uniform response to child physical/sexual abuse allegations.

The VOCA-funded case specialist participates in all of the above-referenced collaborations. Both victim specialists (including the local match) are also members of the above-referenced multidisciplinary teams.

It is anticipated that the new victim specialist will actively participate in the above-referenced collaborations and teams.

Funding for the specialized, multidisciplinary trainings we are requesting with this project will allow us to continue to work better as a team when responding to victims in our community.

Victim Compensation Assistance

Victim Compensation Assistance

Describe the procedures used by your agency to provide information on and assistance to crime victims with filing for victim's compensation funds. Please note that this is a required component to receiving VOCA funds.

How many applications did your agency assist with during the last year? (Not handed out but assisted)

Victims' Compensation information is offered to every identified victim of crime in Boone County service area. After a charge is filed, victims receive a letter outlining their rights and the services available to them. Included with this letter is information about the Crime Victims' Compensation program. The Victim Response Team plays an active role in aiding crime victims with their applications. Victim Response Team staff members assist the victim/claimant by securing documentation of expenses related to the crime, notarizing the application, and communicating with the Victims' Compensation Fund caseworker regarding the status of the claimant's application. After a claim has been awarded, the Crime Victims' Compensation Fund is listed in the Prosecuting Attorney's case file as a secondary victim. Defendants who receive probation are held accountable for the amount paid on the claim.

For the 2014 fiscal year, the Crime Victims' Compensation Fund awarded \$79,901.11 to victims of crime in Boone County. During that time, the Victim Response Team assisted 33 applicants, and 18 of those applicants were granted awards through the fund. From July 1, 2013 through June 30, 2014, Boone County collected \$111,636.11 in restitution for the Crime Victims' Compensation Fund.

For the 2015 fiscal year, the Crime Victims' Compensation Fund awarded \$99,970.75 to victims of crime in Boone County. During that time, the Victim Response Team assisted 30 applicants, and 22 of those applicants were granted awards through the fund. From July 1, 2014 through June 30, 2015 Boone County collected \$14,688.64 in restitution for the Crime Victims' Compensation Fund.

Number of Victims to Be Served

Number of Victims to Be Served

Indicate the anticipated number of victims to be served by this VOCA funded project. Do not include the total number of victims served by your agency, but the number that will be served specifically by this particular project during this project period.

For victims of domestic and/or sexual violence break out the number of women to be served, men to be served, and children to be served separately.

These numbers should match what is listed on the "VOCA DATA FORM".

Give statistics from previous years to support your estimate. The statistics should be based upon the grant cycle too, not calendar year.

If serving more than one county please break each county out separately and use whole numbers (Not Percentages).

The Boone County Prosecuting Attorney's Victim Response Team anticipates that the case specialist will serve 185 victims of crime utilizing VOCA funds over the next 1 1/2 year grant cycle. The new victim specialist will serve 385 victims and the victim specialist, the Boone County-funded matching position, will serve 850 victims of crime. These numbers are based on the number of victims historically served by the case specialist and the victim specialist (20%) matching position. There has been an increase in the number of robbery, burglary, gang/gun-related, felony assault, felony domestic violence cases and felony sexual assault offenses that have occurred in the past few years, and those numbers are listed below, as well as a breakdown by grant year. Our estimated victims served also takes into account the increase in these types of crimes.

Victims served in the first year of the grant cycle - October 1, 2013 - September 30, 2014

Case specialist served 154 crime victims

Victim specialist served 535 crime victims

Total victims served during the first year of the grant cycle = 689

Victims served in the second year of the grant cycle - October 1, 2014 - September 30, 2015

Case specialist served 109 victims

Victim specialist served 596 victims

Total number of victims served in the second year of the grant cycle = 705

Total victims served - October 1, 2013 - September 30, 2015 = 1394

Felony Robbery, Burglary, Weapons, Assault, Domestic Assault & Sexual Assault Offenses

10/01/12 - 09/30/13 487

10/01/13 - 09/30/14 506

10/01/14 - 09/30/15 540

Victims to be served in FY 16/17 Grant Cycle

Case specialist - 185 victims

33 Domestic violence (30 women and 3 men)

4 Child abuse

11 Sexual assault

New victim specialist - 385 victims

69 Domestic violence (60 women and 9 men)

8 Child abuse

23 Sexual assault

Victim specialist (Match) - 850 victims

153 Domestic violence (143 women and 10 men)

17 Child abuse

51 Sexual assault

Volunteers

Volunteers

Please detail the number of volunteers the agency currently has, the types of services (direct and non-direct) they provide and who supervises their activities.

Describe the procedures to recruit and train volunteers used by your agency. Include the type of training to be provided, the number of hours of training volunteers receive, and the eligibility or qualification requirements for volunteers.

Please note that the use of volunteers in the provision of direct services by the applicant agency is required to receive VOCA funds; but the use of volunteer match on the VOCA grant is not required.

The Boone County Prosecuting Attorney's Office Victim Response Team continues to utilize volunteers in the provision of direct services to victims. These volunteers possess a wide range of educational backgrounds, such as criminal justice, social work, occupational therapy, political science, sociology, pre-law and law. The volunteer program is critical given the large number of crime victims and their families served by the Victim Response Team.

The University of Missouri – School of Social Work regularly refers bachelor and masters level students for volunteer placement. Each semester, the county-funded victim specialist supervises a student completing either a 400-hour or 800-hour fieldwork rotation with the Prosecuting Attorney's Office Victim Response Team. Candidates are treated as job applicants and make a formal application, complete an interview, provide references, submit to fingerprinting and consent to a criminal background check. In addition, volunteers must sign a confidentiality agreement. Selected applicants are given a volunteer handbook for review. The volunteer training manual includes basic orientation information about the Boone County Prosecutor's Office and its staff, policies and procedures used in direct victim service provision, and samples of documentation related to criminal case files. Volunteers and students receive a minimum of 40 hours of observational training provided by Victim Response Team staff members and assistant prosecuting attorneys. In addition, volunteers also complete True North women's shelter volunteer training program and receive 12 hours of domestic and sexual violence training. Social work students complete a learning plan with their supervisor that includes goals related to the provision of direct victim services. During the final weeks of placement, students demonstrate proficiency in basic social work skills and most areas of direct victim service provision.

Each year a maximum of ten students are enrolled in the University of Missouri-School of Law Criminal Clinic. University of Missouri Law students perform an average of 1800 hours of service on behalf of the Boone County Prosecuting Attorney's Office. Law Clinic participants review arrest reports, make personal contact with victims and witnesses, assess their needs, and help them prepare for criminal proceedings. They are mentored by law school faculty and a designated assistant prosecutor. This experience enhances the students' legal education and allows them to receive valuable hands-on training in the criminal justice process.

During this grant cycle, the Prosecuting Attorney's Office anticipates utilizing 15 volunteers to assist with the provision of direct victim services during this grant cycle.

VOCA Goals and Objectives -New

Type of Service	VOCA Objectives	Objectives Percentages (%)
Criminal Justice Advocacy	_____ % of survivors will understand their rights as crime victims.	90
Criminal Justice Advocacy	_____ % of survivors will have increased knowledge about community resources they might need in the future.	90
Criminal Justice Advocacy	_____ % of clients going through the court process will understand their role in the court procedure.	100
Criminal Justice Advocacy	Crime victim compensation forms will be accurately completed and filed for _____ % of survivors seeking compensation.	100
Criminal Justice Advocacy	_____ % of victims will have more ways to plan for their safety.	40

Evaluation Procedure

Evaluation Procedure

The evaluation component of the application should tie to the goals and objectives. Describe the process to be used to determine the effectiveness of your program and the effect of your program on the victims served, such as pre- and post-testing, surveys, client-satisfaction evaluations, etc (it is helpful to attach blank samples of these tools, if available). Explain how data is assessed and used to improve services to victims. This must also include a description of the data to be collected, as outlined in the Program Description, to prepare any progress reports and/or final reports required by DPS.

Our goal is to provide support and direct services to victims of crime in Boone County as their cases move through the criminal justice system, to provide appropriate referrals to community resources, to assist with a safety plan when appropriate and to help victims understand their rights and their role in the court process.

Evaluating progress toward program goals/objectives will be accomplished by tracking the feedback gathered from our victim services survey, soliciting verbal feedback from victims and by gathering data collected from our case management system.

Victim services surveys are mailed to all identified victims of crime at the disposition of the case. In our closing letter to victims, instructions outlining how to access this evaluation tool on our website is also provided. Our survey is available in Spanish and can be translated directly on our website.

Project data from the surveys and our case management system are compared to previous years to help evaluate our services to victims of crime in Boone County. Copies of the survey in English and in Spanish are attached to this application.

Our objectives will be evaluated as follows:

Objective #1 – Help survivors understand their rights as crime victims.

The victim services survey is one of the data sources for evaluation of this objective. Victims are sent a survey at the close of their case. The survey contains a question inquiring whether the victim was provided with their rights and if the advocate assigned to their case helped them understand their rights. Surveys are also handed directly to victims midway through their case in an effort to increase the number of surveys returned to our office.

Historically, the return rate of our surveys has been very low despite providing self-addressed stamped envelopes. To gain additional feedback the case specialist and victim specialist elicit verbal feedback from the victims when they have in-person and phone communication. An affirmative response is the desired result.

•90% of the survivors will indicate that they were provided with their rights and their advocate helped them understand their rights.

Objective #2 – Help survivors increase their knowledge about community resources they may need in the future.

The victim services survey is one of the data sources for evaluation of this objective. The survey contains a question that inquires if the prosecutor's office provided them with information about community

resources and how to access them. Again, due to the low rate of return, case specialist and victim specialist elicit verbal feedback from the victims when they have in-person and phone communication to gain additional information. An affirmative response is the desired result.

- 90% of the survivors will indicate that they received information about available community resources and they increased their personal knowledge about the community resources available to them.

Objective #3 – Help clients going through the court process understand their role in the court procedure.

The victim services survey is one of the data sources for evaluation of this objective. The survey contains a question that inquires if the prosecutor's office provided them with information about the criminal justice system and if this information improved their understanding of their rights/court process. Again, due to the low rate of return, the case specialist and the victim specialist elicit verbal feedback from the victims when they have in-person and phone communication to gain additional information. An affirmative response is the desired result.

- 100% of the survivors will indicate that they received information about the criminal justice process and understand their role in the criminal justice process.

Objective #4 – Help crime victims accurately complete Crime Victims' Compensation forms when appropriate.

Each year the Boone County Prosecuting Attorney's Office receives a letter from the Missouri Department of Public Safety, Crime Victims' Compensation unit. This letter is the data source for statistics regarding Crime Victims' Compensation claims received by DPS from the Boone County Prosecuting Attorney's Victim Response Team. It provides the total number of new claims made by Boone County, the number of claims paid and the total amount awarded by CVCF to victims in Boone County. It also provides the amount of restitution collected by Boone County recovered for CVCF. In addition it provides a statistical report by County with comparison figures to help us further evaluate our claims compared with other counties in the State of Missouri.

An additional data source for evaluating Crime Victims' Compensation assistance is Karpel case management system (PBK). The case specialist and victim specialist record the services they provide to each victim they serve, and CVC is listed as a service so we can compare data for evaluation purposes. Reports may be generated for any time period.

- 100% of the survivors eligible to receive Crime Victims' Compensation will receive information about CVCF from the case specialist or victim specialist and assistance filling out the forms accurately.

Objective #5 – Help crime victims develop more ways to plan for their safety.

Karpel case management system (PBK) is the data source for evaluating this objective. The case specialist and victim specialist provide victims with a safety plan if appropriate when meeting with victims either in

person or on the phone. Not all crime victims require a safety plan, however physical and emotional safety planning are routinely discussed -- especially in cases of domestic violence and other violent crimes. Safety planning is listed as a service in PBK, and the case specialist and victim specialist record this service so we can compare data for evaluation purposes. Reports may be generated for any time period.

Report of Success

Report of Success

In outline format, restate the type of service and objectives from your current contract.

After each type of service and objective listed, provide information regarding results attained from the beginning of current grant to date.

Please include all actual numbers along with the corresponding percentages (number of victims served, number of surveys sent out and returned, etc).

Attach any relevant documents supporting the success of this project.

Note: This component is applicable only to those proposals seeking continuation of a project already supported with VOCA funds.

GOAL: The goal of the Victim of Crime Act Program is to support and aid victims of crime as they move through the criminal justice system, to provide them with the assistance and services necessary to speed their recovery from a criminal act, to assist any person in Missouri who has suffered, directly or indirectly, a physical, emotional, or personal loss as a result of a criminal act., and to coordinate with other community agencies to ensure continuity of support for victims.

Objective #1 - 75% of survivors will understand their rights as crime victims.

VOCA Outcomes: Objective accomplished. During the 2-year grant cycle from 10/1/13-09/30/15 the case specialist, Bill Haws served 263 victims of felony crimes and our victim specialist, Jessica Watson served 1131 crime victims. 100% of the victims received information on their rights in writing and/or in person. The case specialist and the victim specialist verified through verbal communication that each victim understood their rights. From 10/1/13-9/30/15 we received 44 surveys back from victims. 14 victims responded that they understood their rights; 2 victims said they did not understand their rights, and 28 people did not answer the question. 87.5% of the victims who responded to our survey said they understood their rights.

Objective #2 - 75% of survivors will have increased knowledge about community resources they might need in the future.

VOCA Outcome: Objective accomplished. During the 2-year grant cycle from 10/1/13-09/30/15, the case specialist, Bill Haws served 263 victims, and the victim specialist, Jessica Watson served 1131 victims. Surveys were sent to 100% of the victims served. 44 surveys were returned to our office and 32 victims stated that they received information about community resources; 2 surveys indicated that the question was not applicable; 4 didn't answer the question at all, and 6 stated that they did not receive any information about community resources. 84.21% of the victims who responded to this question stated that they received information about community resources.

Objective #3 - 75% of clients going through the court process will understand their role in the court procedure.

VOCA Outcome: During the 2-year grant cycle from 10/1/13-09/30/15, the case specialist, Bill Haws provided information about the criminal justice system in Boone County to 263 victims, and the victim specialist, Jessica Watson provided information to 1131 victims. Surveys were sent to 100% of the victims served. 44 surveys were returned to our office. 8 victims stated that they understood their role in the criminal justice process; 6 stated that they did not understand their role, and 30 people did not answer that question. Of the people who responded to the question 57.21% said they understood their role. Both the case specialist and the victim specialist, through verbal communication verified that each victim they worked with understood their role in the court process.

Objective #4 - Crime Victims' Compensation forms will be accurately completed and filed for 100% of survivors seeking compensation.

VOCA Outcome: Objective accomplished. During the 2-year grant cycle 10/1/13-09/30/15 the case specialist, Bill Haws assisted 5 victims with Crime Victims' Compensation forms and victim specialist, Jessica Watson assisted 20 victims with Crime Victims' Compensation forms.

Statistics from the Missouri Department of Public Safety are provided to our office based on their fiscal year. For the 2014 fiscal year, the Crime Victims' Compensation Fund awarded \$79,901.11 to victims of

crime in Boone County. During that time, our Victim Response Team assisted 33 applicants, and 18 of those applicants were granted awards through the fund. From July 1, 2013 through June 30, 2014, Boone County collected \$111,636.11 in restitution for the Crime Victims' Compensation Fund.

For the 2015 fiscal year, the Crime Victims' Compensation Fund awarded \$99,970.75 to victims of crime in Boone County. During that time, our Victim Response Team assisted 30 applicants, and 22 of those applicants were granted awards through the fund. From July 1, 2014 through June 30, 2015 Boone County collected \$14,688.64 in restitution for the Crime Victims' Compensation Fund.

Objective #5 - 100% of victims will have more ways to plan for their safety.

VOCA Outcomes: During the 2-year grant cycle from 10/1/13-09/30/15, the case specialist, Bill Haws served 263 victims of felony crimes, and our victim specialist, Jessica Watson served 1131 crime victims.

100% of the victims needing a safety plan received information and planning services from Bill and Jessica. The case specialist and the victim specialist verified through verbal communication that each victim understood their safety plan. However, the surveys that were returned to our office did not reflect this. 44 surveys were returned to our office, 13 victims stated that the question was not applicable; 1 stated that the victim specialist assisted them with a safety plan, and 2 stated that they were not assisted with a safety plan.

Personnel

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Grant Funded Time	Total Cost	Local Match %	Local Match Share	Federal/State Share
Jessica Watson	Victim Specialist	Retained	FT	\$1,798.40	19.0	53.73	\$18,359.33	100.0	\$18,359.33	\$0.00
Jessica Watson	Victim Specialist	Retained	FT	\$1,888.80	21.0	53.73	\$21,311.90	100.0	\$21,311.90	\$0.00
TBH	Victim Specialist	Created	FT	\$1,652.80	19.0	100.0	\$31,403.20	0	\$0.00	\$31,403.20
TBH	Victim Specialist	Created	FT	\$1,736.00	21.0	100.0	\$36,456.00	0	\$0.00	\$36,456.00
William Haws	Case Specialist	Retained	PT	\$1,350.72	19.0	100.0	\$25,663.68	0	\$0.00	\$25,663.68
William Haws	Case Specialist	Retained	PT	\$1,418.40	21.0	100.0	\$29,786.40	0	\$0.00	\$29,786.40

\$162,980

\$39,671. \$123,309

.51

23

.28

Personnel Justification

Personnel Justification

If personnel is included in the budget, provide justification for each position.

If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform.

If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If a salary increase is included, address the type/reason for such increase, the percentage of increase, and the effective date of the increase.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

The Boone County Prosecuting Attorney's Office is requesting a continuation of VOCA funding for the salary of our case specialist, William Haws, in the amount of \$55,450.08 for this 1 1/2 year grant cycle. Bill currently makes \$26.80/hour, and we anticipate a 5% increase in 2016 which would make his hourly wage \$28.14/hour for April-December 2016. There are 19 pay periods in 2016, 48 hours each pay period @ \$28.14 equals \$25,683.68 for 2016. We anticipate an additional 5% increase for 2017 which would make his hourly wage \$29.55/hour. There are 21 pay periods in 2017, 48 hours per pay period @ \$29.55 equals \$29,786.40 for 2017 hours. There are 40 pay periods in the 1 1/2 year grant cycle and the total salary for this position for this grant cycle is \$55,450.08. Bill worked as an Investigator in the Boone County Prosecuting Attorney's Office for 15 1/2 years before he retired and came back as our part-time case specialist. Prior to that he worked in Law Enforcement at the Columbia Police Department for 22 years. His experience and expertise have been invaluable to this office and victims of felony crimes. This is an existing position that we have been receiving funds for since 2010. This is a part-time, non-benefited position that focuses on victims of felony cases as well as underserved victims. Felony cases are more complicated, and the victims often require additional time and emotional support. The case specialist anticipates the victim's needs, provides for their safety and security while minimizing the traumatic impact of participation in the criminal justice system.

We are also requesting funds for a new full-time, benefited victim specialist to assist with domestic and sexual violence victims, victims of robbery, burglary and underserved victims of felony crimes. The new victim specialist will provide services to victims and their families by offering basic and comprehensive services to victims that aid in the healing and restoration of those affected by crime in Boone County. Comprehensive and basic services are detailed in the Type of Program section of this grant application. The starting pay for a victim specialist in Boone County is \$42,972.80 (\$20.66/hour X 2080 hours). There are 19 pay periods in 2016, 80 hours per pay period @ \$20.66/hour for 19 pay periods equals \$31,403.20 for 2016. We anticipate a 5% increase in 2017 which would make the hourly wage \$21.70/hour for 2017 hours. There are 21 pay periods in 2017, 80 hours per pay period @\$21.70/hour for 21 pay periods equals \$36,456.00 for 2017 hours. There are a total of 40 pay periods in the 1 1/2 year grant cycle and the total salary request for this new position is \$67,859.20 for this grant cycle.

Our 20% matching funds in the amount of \$41,236.51 are derived from the salary of our existing victim specialist, Jessica Watson. Jessica has a Bachelor's Degree in Psychology from the University of Missouri-Columbia, and a Master's Degree in Educational Counseling from Stephens College in Columbia, Missouri. Jessica provides services to victims and their families by offering basic and comprehensive services to victims that aid in the healing and restoration of those affected by crime in Boone County. Comprehensive, and basic services are detailed in the Type of Program section of this grant application. Boone County's General fund pays for the full salary and benefits of this position.

Personnel Benefits

Category	Item	Salary/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
Dental Insurance	Dental Insurance	\$35.00	18.0	100.0	\$630.00	0	\$0.00	\$630.00

					\$630.00		\$0.00	\$630.00
FICA/Medi care	FICA	\$67,859.20	0.0765	100.0	\$5,191.23	0	\$0.00	\$5,191.23
					\$5,191.23		\$0.00	\$5,191.23
Life Insurance	Life Insurance	\$4.00	18.0	100.0	\$72.00	0	\$0.00	\$72.00
					\$72.00		\$0.00	\$72.00
Long-Term Disability	Long Term Disability	\$67,859.20	0.0038	100.0	\$257.86	0	\$0.00	\$257.86
					\$257.86		\$0.00	\$257.86
Medical Insurance	Health Insurance	\$485.00	18.0	100.0	\$8,730.00	0	\$0.00	\$8,730.00
					\$8,730.00		\$0.00	\$8,730.00
Pension/R etirement	401A Contributi on	\$54.17	18.0	100.0	\$975.06	0	\$0.00	\$975.06
					\$975.06		\$0.00	\$975.06
Workers Comp	Workers Comp	\$67,859.20	0.0014	100.0	\$95.00	0	\$0.00	\$95.00
					\$95.00		\$0.00	\$95.00
					\$15,951.15		\$0.00	\$15,951.15

Personnel Benefits Justification

Benefits Justification

If personnel benefits are included in the budget, provide justification for each fringe benefit.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

We are requesting 100% of the benefits for our new victim specialist position. The benefits include FICA/Medicare, medical insurance, dental insurance, life insurance, long-term disability, 401A contribution, and workers compensation.

FICA and Medicare are federally-mandated costs for employers, and therefore are included in this application. FICA is .0765 of the new victim specialist's salary.

Workers Comp is also a required cost for employers and is .0014 of the salary of the new victim specialist.

Providing medical insurance and dental insurance promotes healthy employees. The cost for medical insurance for 1 year is \$5820.00, and dental insurance is \$420.00. The cost for one year was divided by 12 and multiplied by 18 for the 1 1/2 year grant cycle to yield the total of \$8730.00 for medical and \$630.00 for dental.

Life insurance, long-term disability and retirement as well as the health-related insurances are necessary tools to assist in retaining employees.

Life insurance is \$48 per year. The cost for one year was divided by 12 and multiplied by 18 for the 1 1/2 year grant cycle to yield the total cost of \$72.00.

Long-term disability is .0038 of the total salary for the new victim specialist.

Boone County offers a 401A matching plan. The matching amount is \$25.00 per pay period, and there are 40 pay periods in this grant cycle for a total of \$975.06.

All of the benefits included in this application are offered to Boone County employees.

PRN Time

Name	Title	PRN Pay	Hours on Project	Total Cost	Local Match %	Local Match Share	Federal/State Share
				\$0.00		\$0.00	\$0.00

PRN Time Justification

PRN Justification

If PRN Time is included in the budget, provide justification for the expense. Describe why PRN funding is necessary and how it will aid in the success of the project.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If an PRN pay rate increase is included, address the individuals eligibility for such increase, the percentage of increase, and the effective date of the increase.

PRN may not be reallocated to other lines during the contract period, this includes contract adjustments.

PRN Time Benefits

Category	Item	PRN/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
					\$0.00		\$0.00	\$0.00
					\$0.00		\$0.00	\$0.00

PRN Benefits Justification

PRN Benefits Justification

If PRN benefits are included in the budget, provide justification for each fringe benefit.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.

Volunteer Match (12.00/hour rate)

Description of Service Provided	Number of Volunteers	Total Hours	Local Match Share	Match Total
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Volunteer Match (9.50/hour rate)

Description of Service	Number of Volunteers	Total Hours	Local Match Share
			\$0.00

Volunteer Match Justification

Volunteer Match Justification

If volunteer match is included in your application explain the number of volunteers that will be used, the activities that they will be conducting and when they will be conducting these activities (day, evening, weekends).

On-Call Volunteer Match (9.50/hour rate)

Description of Service Provided	Number of Volunteers	Total Number of Hours	Total Local Match
			\$0.00

On-Call Volunteer Match (12.00/hour rate)

Description of Service Provided	Number of Volunteers	Total Number of Hours	Total Local Match	Match Total
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On-Call Volunteer Match Justification

On-Call Volunteer Match Justification

Outline the specific activities/duties that the on-call volunteers will be conducting.

Travel/Training

Item	Category	Unit Cost	Duration	Number	Total Cost	Local Match %	Local Match Share	Federal/State Share
	Airfare/Baggage	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Airfare/Baggage	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Airfare/Baggage	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Airfare/Baggage	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Registration Fee	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Registration Fee	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Registration Fee	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
	Registration Fee	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00

Lodging	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Lodging	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Lodging	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Lodging	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Meals	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Meals	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Meals	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00
Meals	\$0.00	0	0	\$0.00	0	\$0.00	\$0.00

Estimated Airfare - 32nd International Symposium on Child Abuse - TBH	Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00
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Estimated Airfare - 32nd International Symposium on Child Abuse - Jessica Watson	Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00
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Estimated Airfare - 32nd International Symposium on Child Abuse - Mark Koch	Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00
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Estimated Airfare - 32nd International Symposium on Child Abuse - Tracy Gonzalez	Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00
Estimated Airfare EVAWI Conference Orlando, FL Cassandra Rogers	Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
Estimated Airfare EVAWI Conference Orlando, FL Cecily Daller	Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
Estimated Airfare EVAWI Conference Orlando, FL Jessica Watson	Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
Estimated Airfare EVAWI Conference Orlando, FL NEW TBH Victim Specialist	Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
Estimated Airfare EVAWI Conference Orlando, FL Mark Koch	Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00

Estimated
Registration Fee -
32nd
International
Symposium on Child
Abuse -
Jessica
Watson

Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
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Estimated
Registration Fee -
32nd
International
Symposium on Child
Abuse -
Mark
Koch

Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
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Estimated
Registration Fee -
32nd
International
Symposium on Child
Abuse -
TBH

Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
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Estimated
Registration Fee -
32nd
International
Symposium on Child
Abuse -
Tracy
Gonzalez

Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
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Estimated Registration Fee- EVAWI Conference Cassandra Rogers	Registration Fee	\$445.00	1.0	1.0	\$445.00	0	\$0.00	\$445.00
Estimated Registration Fee- EVAWI Conference Cecily Daller	Registration Fee	\$445.00	1.0	1.0	\$445.00	0	\$0.00	\$445.00
Estimated Registration Fee- EVAWI Conference Jessica Watson	Registration Fee	\$445.00	1.0	1.0	\$445.00	0	\$0.00	\$445.00
Estimated Registration Fee- EVAWI Conference Mark Koch	Registration Fee	\$445.00	1.0	1.0	\$445.00	0	\$0.00	\$445.00
Estimated Registration Fee- EVAWI Conference NEW-TBH Victim Specialist	Registration Fee	\$445.00	1.0	1.0	\$445.00	0	\$0.00	\$445.00
Lodging - 32nd International Symposium on Child Abuse - Jessica Watson	Lodging	\$138.00	4.0	1.0	\$552.00	0	\$0.00	\$552.00

Lodging - 32nd International Symposium on Child Abuse - Mark Koch	Lodging	\$138.00	4.0	1.0	\$552.00	0	\$0.00	\$552.00
Lodging - 32nd International Symposium on Child Abuse - TBH	Lodging	\$138.00	4.0	1.0	\$552.00	0	\$0.00	\$552.00
Lodging - 32nd International Symposium on Child Abuse - Tracy Gonzalez	Lodging	\$138.00	4.0	1.0	\$552.00	0	\$0.00	\$552.00
Lodging EVAWI Conference - Cassandra Rogers	Lodging	\$110.00	4.0	1.0	\$440.00	0	\$0.00	\$440.00
Lodging EVAWI Conference - Cecily Daller	Lodging	\$110.00	4.0	1.0	\$440.00	0	\$0.00	\$440.00
Lodging EVAWI Conference - Jessica Watson	Lodging	\$110.00	4.0	1.0	\$440.00	0	\$0.00	\$440.00
Lodging EVAWI Conference - Mark Koch	Lodging	\$110.00	4.0	1.0	\$440.00	0	\$0.00	\$440.00

Lodging EVAWI Conference - NEW TBH Victim Specialist	Lodging	\$110.00	4.0	1.0	\$440.00	0	\$0.00	\$440.00
Meals - 32nd International Symposium on Child Abuse - Jessica Watson	Meals	\$35.00	5.0	1.0	\$175.00	0	\$0.00	\$175.00
Meals - 32nd International Symposium on Child Abuse - Mark Koch	Meals	\$35.00	5.0	1.0	\$175.00	0	\$0.00	\$175.00
Meals - 32nd International Symposium on Child Abuse - TBH	Meals	\$35.00	5.0	1.0	\$175.00	0	\$0.00	\$175.00
Meals - 32nd International Symposium on Child Abuse - Tracy Gonzalez	Meals	\$35.00	5.0	1.0	\$175.00	0	\$0.00	\$175.00
Meals EVAWI Conference - Cassandra Rogers	Meals	\$40.00	5.0	1.0	\$200.00	0	\$0.00	\$200.00

Meals								
EVAWI								
Conference - Cecily Daller	Meals	\$40.00	5.0	1.0	\$200.00	0	\$0.00	\$200.00
Meals								
EVAWI								
Conference - Jessica Watson	Meals	\$40.00	5.0	1.0	\$200.00	0	\$0.00	\$200.00
Meals								
EVAWI								
Conference - Mark Koch	Meals	\$40.00	5.0	1.0	\$200.00	0	\$0.00	\$200.00
Meals								
EVAWI								
Conference - NEW TBH Victim Specialist	Meals	\$40.00	5.0	1.0	\$200.00	0	\$0.00	\$200.00
Mileage - Round Trip - St. Louis Airport	Mileage	\$0.37	224.0	2.0	\$165.76	0	\$0.00	\$165.76
EVAWI 2 vehicles								
Mileage - Round Trip - St. Louis Airport	Mileage	\$0.37	224.0	1.0	\$82.88	0	\$0.00	\$82.88
32nd International Symposium on Child Abuse - 1 Vehicle								
					\$14,807.64		\$0.00	\$14,807.64

Travel/Training Justification

Travel/Training Justification

If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.

For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

We would like to provide training for our Victim Response Team and DOVE Unit members, including the following people:

New victim specialist- TBH, Jessica Watson, victim specialist, Mark Koch, DOVE victim specialist, Cassandra Rogers, DOVE assistant prosecuting attorney, Cecily Daller, DOVE assistant prosecuting attorney. There is a conference presented by EVAWI (End Violence Against Women International) April 18-20, 2017. It is the International Conference on Sexual Assault, Domestic Violence, and Engaging Men & Boys annual conference and will be held in Orlando, Florida. A copy of the brochure for the 2016 conference is attached to this application. Our cost estimates are based on the 2016 brochure. The registration fee is \$445.00 per person for early registration, and the estimated airfare cost will be \$350.00 per person based on current flights from St. Louis airport to Orlando, Florida using Cheaptickets.com. We are requesting mileage to and from the St. Louis airport for two people. Five people will be flying out of St. Louis and it will require two vehicles to transport everyone and their luggage. Mileage and meals are based on the per diem rate provided by the Office of Administration's website oa.mo.gov. Four nights lodging will be required and the cost estimate is based on the cost in the 2016 brochure plus estimated lodging tax.

We are also requesting training for two prosecutors specializing in child abuse, Tracy Gonzalez, our first assistant prosecuting attorney, a TBH assistant prosecuting attorney, and two victim advocates who work with the child abuse prosecutors, Mark Koch and Jessica Watson. We would like to send these four individuals to the 32nd International Symposium on Child Abuse presented by the National Children's Advocacy Center in Huntsville, Alabama. The registration forms are not yet available so our cost estimates are based on the 2015 conference. 2015 registration forms are attached to this application for your reference. The 2015 registration fee was \$519.00. The hotel rates for 2015 ranged from \$89.00 to \$149.00 per night plus taxes and fees, and transportation is provided to and from the contracted hotels. Because the list of contracted hotels is not yet available, for estimation purposes we are using \$119.00 plus \$18.00 taxes and fees per night, midpoint between the lowest and highest hotel quotes given. Our estimated cost for airfare is based on current flights from St. Louis Airport to Huntsville, Alabama using Cheaptickets.com. We are requesting mileage to and from the airport. All four participants will ride together to and from the airport.

Equipment

Item	Description	Unit Cost	Quantity	Source of Bid	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
Dual Computer Monitors TBH victim specialist	Dual Computer Monitors	\$175.00	2.0	Hewlett Packard (Boone County I.T. Department provided this quote)	100.0	\$350.00	0	\$0.00	\$350.00
PC for TBH victim specialist	Personal Computer	\$800.00	1.0	Hewlett Packard (Boone County I.T. Department provided this quote)	100.0	\$800.00	0	\$0.00	\$800.00
Printer for TBH victim specialist	Printer	\$850.00	1.0	Kyocera (Boone County I.T. provided this quote)	100.0	\$850.00	0	\$0.00	\$850.00
Scanner for TBH victim specialist	Scanner - Kodak i2400	\$1,375.00	1.0	Kodak (Boone County I.T. provided this quote)	100.0	\$1,375.00	0	\$0.00	\$1,375.00
						\$3,375.00		\$0.00	\$3,375.00

Equipment Justification

Equipment Justification

If equipment is included in the budget, provide justification for each item.

Address why the item is needed, whether it is a replacement or an addition, who will use it, and how it will be used.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

We are requesting a new computer, dual monitors, a printer and a scanner for our new victim specialist. This is a new position, and will require the same basic tools as the other advocates in order to perform their job. The cost estimates for all of these items were provided by our Boone County I.T. Department.

Supplies/Operations

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
Adobe Acrobat - Software License for TBH victim specialist	Annual	\$153.00	1.5	100.0	\$229.50	0	\$0.00	\$229.50
Karpel - Software License for TBH victim specialist	Annual	\$450.00	1.5	100.0	\$675.00	0	\$0.00	\$675.00
Microsoft Office & Email - Yearly Software License for TBH victim specialist	Annual	\$203.00	1.5	100.0	\$304.50	0	\$0.00	\$304.50
Symantec Antivirus Software License for TBH victim specialist	One-Time	\$35.00	1.0	100.0	\$35.00	0	\$0.00	\$35.00

\$1,244.00

\$0.00 \$1,244.00

Supplies/Operations Justification

Supplies/Operations Justification

If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

The new victim specialist will need software licenses for Prosecutor by Karpel (PBK) case management system, Microsoft Office and Email, Symantec antivirus and Adobe Acrobat to use our computer system. All Boone County Prosecutor's Office staff members use Prosecutor by Karpel case management system, and the victim advocates use PBK to enter all of their victim statistics and notes regarding the cases they work on. All Boone County employees are required to use our email and Microsoft Office products as well as have antivirus software on their computers to protect our electronic data. Adobe Acrobat will be used to view, create, print and manage PDFs with other advocates and prosecutors. With E-Filing and paperless files, many of our documents are PDFs, and the advocates must be able to work with these documents.

Contractual

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
					\$0.00		\$0.00	\$0.00

Contractual Justification

Contractual Justification

If contractual or consultant services are included in the budget, provide justification for each expense.

Address why each item is necessary for the proposed project and who will benefit from the services.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

Total Budget

Total Federal/State Share:	\$158,687.07
Federal/State Share Percentage:	80.0%
Total Local Match Share:	\$39,671.23
Local Match Share Percentage:	20.0%
Total Project Cost:	\$198,358.30

Cost Assumption

Cost Assumption

Describe how the Project Agency plans to sustain the activities of this project if VOCA funds would no longer be available to the Project Agency. What proactive steps are being taken to absorb the project cost into the applicant agency's future budget? Provide information on the development of a sustainability plan for victim services.

In the event that VOCA funding is no longer available, the Boone County Prosecutor's Office will make application to the Boone County Commission for continuation of this victim services program. Boone County has a commitment to serving crime victims and funds the full salary and benefits of the victim specialist used for match in this grant application, as well as supplies, operations, and basic training for the Victim Response Team.

VOCA Data Form

VOCA Funds Requested: \$158,687.07

Prorate the VOCA Funds Requested by putting the percentage by the types of victims to be served: (Please give your best estimates.) Please make sure your percentage comes out to 100%.

Domestic Violence:*	18.0%	\$28,563.67
Child Abuse:*	2.0%	\$3,173.74
Sexual Assault:*	6.0%	\$9,521.22
Total Underserved and Other:*	74.0%	\$117,428.43
Total Percent:	100.0%	\$158,687.07

Prorated Amounts and % of Underserved (\$ and % must equal \$ and % of Total Underserved and Other above): Please make sure your percentage comes out to 100%.

DUI/DWI Crashes:*	1.0%	\$1,174.28
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Survivors of Homicide Victims:*	3.0%	\$3,522.85
Assault:*	35.0%	\$41,099.95
Adults Molested as Children:*	0%	\$0.00
Elder Abuse:*	0%	\$0.00
Robbery:*	29.0%	\$34,054.25
Other Violent Crimes:*	32.0%	\$37,577.10
Total Percent:	100.0%	\$117,428.43

Indicate the anticipated number of victims to be served by this VOCA funded project:

Total Victims of Crime: 1420

Not including Hotline Calls

Hotline Calls: 0

If a domestic violence shelter, indicate the anticipated breakdown of residential, non-residential victims to be served, and the anticipated number of bed nights provided for this VOCA funded project:

Residential Women:

Residential Children:

Residential Men:

Non residential Women

Non residential Children:

Non Residential Men:

Bed-Nights:

Other Funding Sources

Source of Funding	Amount	Description of the Funding	Funding Period	Expenditures Covered by Funding
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Boone County General Fund- Victim Witness Dept	\$41,236.51	20% Matching funds, taken from the salary of the existing victim specialist, Jessica Watson. Jessica is paid through the General Fund, the Victim Witness Department.	04/01/16-09/30/17	Boone County pays for the full salary and benefits of the existing victim specialist, Jessica Watson. The 20% match is taken from this position.
	\$41,236.51			

Audit Requirements

Date last audit was completed:	RubinBrown LLP St Louis, Missouri
Date(s) covered by last audit:	1/1/2014-12/31/2014
Last audit performed by:	RubinBrown LLP St Louis, Missouri
Phone number of auditor:	314-290-3300
Date of next audit:	1/1/2016
Date(s) to be covered by next audit:	1/1/2015-12/31/2015
Next audit will be performed by:	RubinBrown LLP St Louis, Missouri

Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.

The Federal Amount refers to funds received directly from the Federal Government or federal funds passed through state agencies in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.

The State Amount refers to funds received directly from the State of Missouri, not including federal pass-thru funds.

Federal Amount:	\$1,042,399.00
State Amount:	\$2,582,060.00

Required Attachments

Attachment	Description	File Name	File Size	Type
A detailed copy of your agency's organizational chart (REQUIRED)	Organizational Chart 2016	Organizational Chart - VOCA Grant 2016-1017.pdf	80.3 MB	pdf
Your agency's procurement (purchasing) policy (if Applicable)	Boone County Procurement Policy	Boone County Procurement Policy - VOCA Grant 2016-2017.pdf	80.3 MB	pdf
Your agency's mileage reimbursement policy (if Applicable)	Boone County - Business Travel Policy	Boone County Personnel Policy Manual - Section 4.6 Business Travel VOCA Grant 2016-2017.pdf	80.3 MB	pdf
Job descriptions for personnel involved in this proposed project (REQUIRED)	Job Descriptions - VOCA 2016-2016	Job Descriptions - VOCA Grant 2016-2017.pdf	80.3 MB	pdf
Your agency's most recent profit/loss statement			80.3 MB	
Your Agency Budget (Current) REQUIRED	Budget 2015 - Boone County	Budget 2015.pdf	80.3 MB	pdf
Your Agency Budget (Past) REQUIRED	Budget 2013 & 2014 - Boone County	Budget 2013 and 2014.pdf	80.3 MB	pdf
A list of your organization's Board of Directors (if Applicable)			80.3 MB	
Documentation of Nonprofit Status (if Applicable)			80.3 MB	
Letters of Collaboration (REQUIRED)	Memorandum of Agreement	Memorandum of Agreement - Signed September 2015.pdf	80.3 MB	pdf
Copy of Contractual Agreement to be used (if applicable)			80.3 MB	
Pay Stubs				Most recent pay stub requested personnel (if applicable)

Your agency's most
Recent Form 990 (if
applicable)

Other Attachments

File Name	Description	File Size
EVAWI - Conference Information.pdf	EVAWI - Conference Information	2.2 MB
International Symposium on Child Abuse Conference Information.pdf	International Symposium on Child Abuse - Conference Information	3.3 MB
Victim Survey - Including Web Survey in English and Spanish.pdf	Victim Survey - Includes copy of Web Survey in English and in Spanish	2.4 MB

Application Certified Assurances

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

2016-2017 VOCA Certified Assurances

I am aware that failure to comply with any of the Certified Assurances and/or Confidential Funds Certifications, if applicable, could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.

I have read and agree to the terms and conditions of the grant. **Yes**

If No is selected please provide an explanation.

If No

Your typed name as the applicant authorized official, in lieu of signature, represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application.

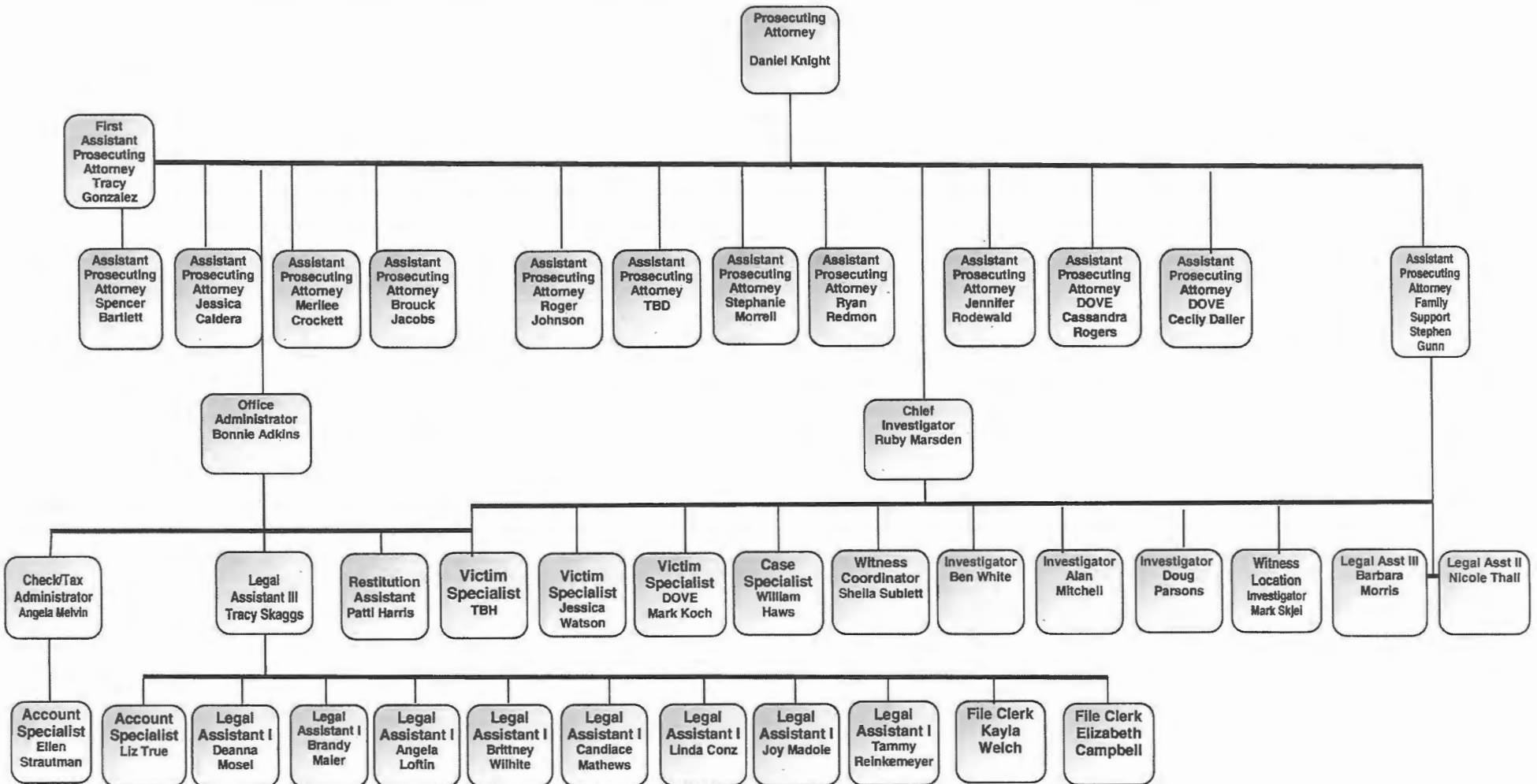
Title: **Presiding Commissioner**

Authorized Official Name: **Daniel Atwill**

Date: **10/06/2015**

Boone County Prosecuting Attorney Organizational Chart

The Boone County Prosecuting Attorney is responsible for the prosecution of criminal violations that occur within this jurisdiction and for Family Support Enforcement. The office is comprised of 38 staff members. Staff includes the elected Prosecutor, 12 Assistant Prosecuting Attorneys, 5 Investigators, a Victim Response Team, a Bad Check and Delinquent Tax Unit as well as support staff.



Boone County Procurement Policy
Article 3
Boone County Purchasing Manual

Approved and Adopted by the
Boone County Commission November 10, 1998

Amended October 21, 1999

Amended April 25, 2006; Commission Order #:157-2006

Amended September 20, 2012; Commission Order #: 448-2012

ARTICLE 3--SOURCE SELECTION AND CONTRACT FORMATION

Part A--Methods of Source Selection (for purchases exceeding \$6,000 in a 90 day period)

§3-101 Competitive Sealed Bidding.

(1) *Conditions for Use.* All contracts of the County shall be awarded by competitive sealed bidding except as otherwise provided in Sections 3-102 (Competitive Sealed Proposals), 3-103 (Contracting for Designated Professional Service), 3-104 (Small Purchases), 3-105 (Sole Source Procurement), 3-106 (Emergency Procurements), or 5-401 (Public Announcement and Selection Process) of this Policy.

(2) *Invitation for Bids and Request for Bids.* An Invitation for Bids and Request for Bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.

(3) *Public Notice.* All public notices of the Invitation for Bids and Request for Bids shall be given a reasonable time, not less than fifteen (15) calendar days prior to the date set forth therein for the opening of bids. When time is of the essence, the Purchasing Director has the discretion to shorten the minimum time the bid is left open, with an opening date of 3 days from time of issue to allow for an emergency faxed bid. Such notice may include publication in a newspaper of general circulation of at least five hundred copies per issue a reasonable time prior to bid opening. (50.660 RSMo). The public notice shall state the place, date, and time of bid opening.

(4) *Bid Opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids or Request for Bids. The amount of each bid, and such other relevant information as the purchasing agent deems appropriate, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection in accordance with Section 1-301 (Public Access to Procurement Information). Bids are generally opened in the Purchasing department except for bids greater than \$250,000 and Road Project bids generated by the Public Works department. The County Commission prefers these be opened in a scheduled Commission meeting.

(5) *Bid Award Recommendations.* The Purchasing Department shall present bid award recommendations in two scheduled commission meetings for all contract awards except for bid award recommendations for bids opened in scheduled Commission meetings which may be approved by County Commission during the first reading following the public bid opening.

Policy Revision: July 31, 2007, commission order # 321 -2007

(6) *Bid Acceptance and Bid Evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Policy. Bids shall be evaluated based on the requirements set forth in the Invitation for Bids or Request for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs,

and total or life cycle costs. The Invitation for Bids or Request for Bids will set forth the evaluation criteria to be used.

(7) *Correction or Withdrawal of Bids; Cancellation of Awards.* Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or in such circumstances, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the Invitation for Bids or Request for Bids prior to the time set for bid opening. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:

(a) the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or

(b) the bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the purchasing agent.

(8) *Award.* The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the Invitation for Bids or Request for Bids. In the event the low responsive and responsible bid for a construction project exceeds available funds as certified by the Boone County Auditor, and such bid does not exceed such funds by more than [five] percent, the purchasing agent is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the Invitation for Bids or Request for Bids.

(9) *Multi-Step Sealed Bidding.* When it is considered impractical to prepare initially a purchase description to support an award based on price, an Invitation for Bids or Request for Bids may be issued requesting the submission of un-priced offers to be followed by an Invitation for Bids or Request for Bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

§3-102 Competitive Sealed Proposals.

(1) *Conditions for Use.* When the purchasing agent determines in writing that the use of competitive sealed bidding is either not practicable or not advantageous to the County, a contract may be entered into by use of the competitive sealed proposals method.

(2) *Request for Proposals.* Proposals shall be solicited through a Request for Proposals.

(3) *Public Notice.* Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Section 3-101(3) (Competitive Sealed Bidding, Public Notice); provided, the minimum time shall be thirty (30) calendar days. When time is of the essence, the Purchasing Director has the discretion to shorten the minimum time the proposal is left open, with an opening date of 21 days from time of issue.

(4) *Receipt of Proposals.* No proposals shall be handled so as to permit disclosure of the contents of any proposal to competing offeror's during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications

received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award (610.021 RSMo).

(5) *Evaluation Factors.* The Request for Proposals shall state the relative importance of price and other evaluation factors.

(6) *Discussion with Responsible Offerors and Revisions to Proposals.* As provided in the Request for Proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

(7) *Award.* Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the County, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

§3-103 Contracting for Designated Professional Services.

(1) *Authority.* For the purpose of procuring professional services as defined by the laws of the State of Missouri, any Administrative Authority requiring such services may procure them on its own behalf. No contractor for the services of County Counselor may be awarded without the approval of the Boone County Commission. The Boone County Purchasing department recommends that the following selection procedures be followed in these instances.

(2) *Selection Procedure.*

(a) *Obtain Statement of Qualifications.* Persons engaged in providing the designated types of professional services may submit statements of qualification and expressions of interest in providing such professional services. An Administrative Authority using such professional services may specify a uniform format for statements of qualifications. Persons may amend these statements at any time by filing a new statement. (See sample Exhibit A)

(b) *Provide adequate Public Announcement and Form of Request for Proposals.* Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Section 3-102(3) (Competitive Sealed Proposals, Public Notice); provided the minimum time shall be thirty (30) calendar days. The Request for Proposals shall describe the services required, list the types of information and data required of each offeror, and state the relative importance of particular qualifications. Refer to paragraph 3-102 for competitive sealed proposals' procedures.

(c) *Conduct Discussions.* The Administrative Authority procuring the required professional services may conduct discussions with any offeror who has submitted a proposal to determine such offeror's qualifications for further consideration. Discussions shall not disclose any information derived from proposals submitted by other offerors.

(d) *Award.* A written award shall be made to the offeror selected by the Administrative Authority procuring the required professional services. The award will be based on the evaluation factors set forth in the request for proposals. If compensations cannot be agreed upon with the best qualified offeror, then negotiations will be formally terminated

with the selected offeror. If proposals were submitted by one or more other offerors determined to be qualified, negotiations may be conducted with such other offeror or offerors, in the order of their respective qualification ranking, and the contract may be awarded to the offeror then ranked best qualified if the amount of compensations is determined to be fair and reasonable.

§3-105 Sole Source Procurement.

A contract of a value in excess of \$6000 may be awarded without competition when the Commission finds that there is only one feasible source for the required supply, or service item. The requesting department must complete a Sole Source Request Form and submit it to the Purchasing department. (See attached Exhibit B). The Purchasing department shall keep and maintain, and provide upon request of the Commission documentation, after conducting a good faith review of available sources, that there is only one feasible source for the required supply or service. The purchasing agent shall conduct negotiations as to price, delivery, and terms as appropriate under the circumstances. The Purchasing department shall also advertise the requesting department's intent to make a sole source purchase of a value in excess of \$6000 in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors. Except for regulated utility services, a record of sole source procurements shall be maintained as a public record in the Purchasing department and shall list each contractor's name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file. The Purchasing Agent will review the record of sole source providers yearly in December, and submit the list of renewals for approval for the next fiscal year to the commissioners in regular session.

Policy Revision: May 22, 2007, commission order #: 212-2007

§3-106 Emergency Procurements.

Notwithstanding any other provisions of this Policy, and by direction of the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, the purchasing agent may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to public health, welfare, or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. In the case of a major disaster affecting County operations caused by weather, terrorism, war, accidents, explosions, Acts of God, etc. the Presiding Commissioner or liaison Commissioner could enact the emergency purchasing policy to cover whatever goods or services may be necessary to stabilize the County's operations. A written determination of the basis for the emergency and for the selection of the particular contractor shall be documented on the *Emergency Procurement Form* and submitted to the Purchasing Department by the requesting department. (See attached Exhibit C) As soon as practicable, a record of each emergency procurement shall be made and maintained in the Purchasing department contract file and shall set forth the contractor's name, the amount and type of the contract, a listing of the item(s) procured under the contract, and the identification number of the contract file.

§3-107 Cancellation of Request for Bid or Request for Proposal.

A request for bid, a request for proposal, or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation, when it is for good cause and in the best interests of the County. The reasons therefor shall be made part of the bid file. Each solicitation issued by the County shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part for good cause when in the best interests of the County. Notice of cancellation shall be sent to all businesses solicited. The notice shall identify the solicitation, explain the reason for cancellation and, where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

§3-108 Non-Competitive Negotiations.

A contract may be awarded without competition when the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, agree that the required supply, or service item falls under a non-competitive negotiation. Used in those specific instances where competition is nonexistent; or to satisfy certain proprietary conditions caused by the existence of patents, copyrights, secret processes; or the purchase of captive replacement parts, OEM parts or components for equipment, as well as the technical services related to such equipment; as long as governmental policy, rules and regulations do not prohibit them.

Part B--Qualifications and Duties of Bidders and Offerors

§3-201 Responsibility of Bidders and Offerors.

(1) *Determination of Non-responsibility.* Following the bid award, if a bidder or offeror who otherwise would be awarded a contract is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the purchasing agent and retained in the bid file. The unreasonable failure of a bidder or offeror to promptly supply information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or Offeror. The final determination shall be made part of the bid file and be made a public record.

§3-202 Cost or Pricing Data in Capital Projects.

(1) *Required Submissions Relating to the Award of Contracts.* A prospective contractor shall submit cost or pricing data when the contract is expected to exceed \$100,000 and is to be awarded by competitive sealed proposals (Section 3-102; Competitive Sealed Proposals), or by sole source procurement authority (Section 3-105; Sole Source Procurement).

(2) *Exceptions.* The submission of cost or pricing data relating to the award of a contract is not required when:

- (a) the contract price is based on adequate price competition;
- (b) the contract price is based on established catalogue prices or market prices;
- (c) the contract price is set by law or regulation; or
- (d) it is determined in writing by the purchasing agent, and at the direction of the Boone County Commission, that the requirements of Section 3-202(1) (Cost or Pricing Data;

Required Submissions Relating to the Award of Contracts) may be waived, and the determination states the reasons for such waiver (i.e. Emergency 3-106).

(3) *Required Submissions Relating to Change Orders or Contract Modifications.* A contractor shall submit cost or pricing data prior to the pricing of any change order or contract modification, including adjustments to contracts awarded by competitive sealed bidding, whether or not cost or modification involves aggregate increases or aggregate decreases in costs plus applicable profits that are expected to exceed \$100,000.

(4) *Exceptions.* The submission of cost or pricing data relating to the pricing of a change order or contract modification is not required when:

(a) unrelated and separately priced adjustments for which cost or pricing data would not be required are consolidated for administrative convenience; or

(b) it is determined in writing by the purchasing agent, and as approved by the Boone County Commission, that the requirements of Section 3-202(3) (Cost or Pricing Data; Required Submissions Relating to Change Orders or Contract Modifications) may be waived, and the determination states the reasons for such waiver.

(5) *Certification Required.* A contractor, actual or prospective, required to submit cost or pricing data in accordance with this Section, shall certify that, to the best of its knowledge and belief, the cost or pricing data submitted was accurate, complete, and current as of a mutually specified date prior to the award of the contract or the pricing of the change order or contract modification.

(6) *Price Adjustment Provision Required.* Any contract award, change order, or contract modification under which the submission and certification of cost or pricing data are required shall contain a provision stating that the price to the County, including profit or fee, shall be adjusted to exclude any significant sums by which the County finds that such price was increased because the contractor-furnished cost or pricing data was inaccurate, incomplete, or not current as of the date agreed upon between the County and the contractor.

§3-203 Cost or Price Analysis.

A cost analysis or price analysis, as appropriate, shall be conducted prior to award of the contract other than one awarded under Section 3-101 (Competitive Sealed Bidding). A written record of such cost analysis or price analysis shall be made a part of the contract file.

§3-204 Bid and Performance Bonds on Supply or Service Contracts.

Bid and performance bonds or other security may be requested for supply contracts or service contracts as the Purchasing Agent or Administrative Authority deems advisable to protect the County's interests. The Purchasing department generally requests bonds and securities for contracts greater than \$25,000, however the Purchasing Agent or Administrative Authority has the discretion to request bonds or other security for contracts less than \$25,000. Any such bonding requirements shall be set forth in the solicitation. Bid or performance bonds shall not be used as a substitute for a determination of a bidder or offeror's responsibility. (Bidders submit Bid Bond – in the amount of 5% of bid. Then Contractor submits a Performance Bond and a Labor & Material Bond for full amount of contract amount)).

Part C--Types of Contracts and Contract Administration

§3-301 Types of Contracts.

(1) *General Authority.* Subject to the limitations of this Section, any type of contract which is appropriate to the procurement and which will promote the best interests of the County may be used. A cost-plus-a-percentage-of-cost contract is prohibited. A cost reimbursement contract may be used only when a determination is made in writing that such contract is likely to be less costly to the County than any other type of contract, or that it is impracticable to obtain the supply, service, or construction item required except under such a contract.

(2) *Multi-Term Contracts.*

(a) *Specified Period.* Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the County, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds.

(b) *Determination Prior to Use.* Prior to the utilization of a multi-term contract, it shall be determined in writing by the requesting administrative authority:

(i.) that estimated requirements cover the period of the contract and are reasonably firm and continuing; and

(ii) that such a contract will serve the best interests of the County by encouraging effective competition or otherwise promoting economies in Boone County procurement.

(c) *Cancellation Due to Unavailability of Funds in Succeeding Fiscal Periods.* When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled and the contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract. The cost of cancellation may be paid from any appropriations available for such purposes.

(3) *Multiple Source Contracting.*

(a) *General.* A multiple source award is an award of an indefinite quantity contract for one or more similar supplies or services to more than one bidder or offeror. The obligation to order the County's actual requirements is limited by the provisions of Uniform Commercial Code Section 2-306(1).

(b) *Limitations on Use.* A multiple source award may be made when award to two or more bidders or offerors for similar products is necessary for adequate delivery, service, or product compatibility. Any multiple source award shall be made in accordance with the provisions of Section 3-101 (Competitive Sealed Bidding), Section 3-201 (Competitive Sealed Proposals), and Section 3-106 (Emergency Procurements), as applicable. Multiple source awards shall not be made when a single award will meet the County's needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy, or avoiding the resolution of tie

bids. Any such awards shall be limited to the least number of suppliers necessary to meet the valid requirements.

(c) *Contract and Solicitation Provisions.* All eligible users of the contract shall be named in the solicitation, and it shall be mandatory that the actual requirements of such users that can be met under the contract be obtained in accordance with the contract, provided that:

(i) the County shall reserve the right to take bids separately if a particular quantity requirement arises which exceeds its normal requirement or an amount specified in the contract; and

(ii) the County shall reserve the right to take bids separately if the purchasing agent approves a finding that the supply or service available under the contract will not meet a non-recurring special need of the County.

(d) *Intent to Use.* If a multiple source award is anticipated prior to issuing a solicitation, the County shall reserve the right to make such an award and the criteria for award shall be stated in the solicitation.

(e) *Determination Required.* The purchasing agent shall make a written determination setting forth the reasons for a multiple source award, which shall be made a part of the official record.

§3-302 Contract Clauses and Their Administration.

(1) *Contract Clauses.* All County contracts for supplies, services, and construction shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The purchasing agent, after consultation with the Boone County County Counselor, may issue clauses appropriate for supply, service, or construction contracts, addressing among others the following subjects:

(a) the unilateral right of the County to order in writing changes in the work within the scope of the contract;

(b) the unilateral right of the County to order in writing temporary stopping of the work or delaying performance that does not alter the scope of the contract;

(c) variations occurring between estimated quantities of work in contract and actual quantities;

(d) defective pricing;

(e) liquidated damages;

(f) specified excuses for delay of nonperformance;

(g) termination of the contract for default;

(h) termination of the contract in whole or in part for the convenience of the County of Boone; (i) suspension of work on a construction project ordered by the County; and

(j) site conditions differing from those indicated in the contract, or ordinarily encountered, except that a differing site conditions clause need not be included in a contract:

(i) when the contract is negotiated

(ii) when the contractor provides the site or design; or

(iii) when the parties have otherwise agreed with respect to the risk of differing site conditions.

(2) *Price Adjustments.*

(a) Adjustments in price resulting from the use of contract clauses required by Subsection (1) of this Section shall be computed in one or more of the following ways:

(i) by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;

(ii) by unit prices specified in the contract or subsequently agreed upon;

(iii) by the costs attributable to the events or situations under such clauses with adjustment of profit or fee, all as specified in the contract or subsequently agreed upon;

(iv) in such other manner as the contracting parties may mutually agree; or

(v) in the absence of agreement by the parties, by a unilateral determination by the County of the costs attributable to the events or situations under such clauses with adjustment of profit or fee as computed by the County, as accounted for in accordance with generally accepted accounting practices and subject to the provisions of Article 9 (Appeals and Remedies).

(b) A contractor shall be required to submit cost or pricing data if any adjustment in contracting price is subject to the provisions of Section 3-202 (Cost or Pricing Data).

(3) *Standard Clauses and Their Modification.* The purchasing agent, after consultation with the Boone County Counselor, may establish standard contract clauses for use in Boone County contracts. If the purchasing agent establishes any standard clauses addressing the subjects set forth in Subsection (1) of this Section, such clauses may be varied provided that any variations are supported by a written determination that states the circumstances justifying such variations, and provided that notice of any such material variation be stated in the invitation for bids or request for proposals.

§3-303 Contract Administration.

A contract administration system designed to insure that a contractor is performing in accordance with the solicitation under which the contract was awarded, and the terms and conditions of the contract, shall be maintained by the administrative authority.

§3-304 Right to Inspect Plant.

The County may, at reasonable times, inspect the part of the plant, place of business, or work site of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the County.

§3-305 Right to Audit Records.

(1) *Audit of Cost or Pricing Data.* The County may at reasonable times and places audit the books and records of any contractor who has submitted cost or pricing data pursuant to Section 3-202 (Cost or Pricing Data) to the extent that such books, documents, papers, and records are pertinent to such cost or pricing data. Such books and records shall be maintained by the contractor for a period of five (5) years from the date of final payment under the subcontract or as otherwise provided by laws of the State of Missouri.

(2) *Contract Audit.* The County shall be entitled to audit the books and records of a contractor or a subcontractor at any tier under any negotiated contract or subcontract other than a firm fixed-price contract to the extent that such books, documents, papers, and records are

pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of five (5) years from the date of final payment under the subcontract or as otherwise provided by laws of the State of Missouri.

§3-306 Reporting of Anti-competitive Practices.

When for any reason collusion or other anti-competitive practices are suspected among any bidders or offerors, a notice of the relevant facts shall be transmitted to the state Attorney General and Boone County County Counselor.

§3-307 County Procurement Records.

(1) *Retention of Procurement Records.* All procurement records shall be retained and disposed of by the Boone County Clerk for the County in accordance with records retention guidelines and schedules approved by the Missouri Secretary of State.

Boone County

Personnel Policy Manual

Section 4.6 – Business Travel

4.6: BUSINESS AND TRAVEL EXPENSES:

Employees shall exercise restraint and keep the best interests of the taxpayers in mind when incurring travel expenses to be paid by the County. Administrative Authorities are responsible for authorizing business and travel expenses and for ensuring that employees comply with established policies. Prior to traveling, Administrative Authorities and/or employees are encouraged to review the most recent revisions to these policies.

Administrative Authorities are responsible for documenting and substantiating the business purpose of all expenses to be charged to the County and should be prepared to provide such documentation upon request. Travel expenses incurred by an employee for personal benefit or personal preference shall not be charged to the County. Travel expenses incurred by a family member or friend who may accompany an employee in authorized travel shall not be charged to the County.

Travel expenses are generally paid one of three ways (Refer to “Method of Payment” section below):

1. Payment is made directly to the vendor (i.e., registration, lodging, airfare, etc.). This method is preferred, whenever applicable.
2. Expenses are reimbursed to the employee upon filing a Claim for Reimbursement (i.e., mileage, M&IE per diem, shuttles, etc.).
3. A cash advance is paid to an employee (restricted use only).

Allowable Expenses

1. Meal and Incidental Expenses:

Boone County will reimburse employees for meals and incidental expenses (M&IE) incurred while traveling away from home to perform official County business using the applicable federal per diem rate. M&IE rates are available on the Internet at www.gsa.gov/perdiem . Select a year and click on the state. Rates are set by federal fiscal year, effective beginning each October 1st. CONUS rates will determine the per diem amount. The Standard CONUS rate applies in all areas where a Special CONUS rate has not been established.

4.5: EMERGENCY CLOSING OF COUNTY SERVICES & BUILDINGS:

The Boone County Commission makes the decision to close County offices and departments for any reason or circumstance deemed appropriate or necessary. All employees will receive one (1) hour additional sick leave for each hour County operations are suspended up to a maximum of eight (8) hours. Employees in Offices and Departments that are required to stay open will receive the same amount of sick leave hours added to their balances.

In addition, employees who are in Offices and Departments that close have the options listed in the “*SECTION 4.4 – INCLEMENT WEATHER POLICY*”. This policy does not apply when the offices and departments are closed for official paid holidays.

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4.6: BUSINESS & TRAVEL EXPENSES: (Cont.)

“Travel away from home” is defined by the IRS as overnight travel or travel such that:

- 1) The employee’s duties require them to be away from the general area of their home substantially longer than an ordinary day’s work (must be in travel status 12 hours or more); and
- 2) The employee needs to sleep or rest to meet the demands of their work while away from home. (Merely napping in their car does not satisfy the rest requirement).

If an employee is eligible to receive an M&IE per diem, a pro rata per diem will apply if the County is paying for any of the employee’s meals as part of the registration fee or overall package for the trip, as indicated in brochures or written descriptions of the trip itinerary. A deduction shall be made in the daily travel per diem request. Meals to be included in this per diem reduction will include banquets, buffets, plated meals, or boxed lunches identified in written descriptions relating to the trip schedule, but will not include airline meals, receptions, or continental breakfasts.

Employees are authorized 100 percent per diem for Meals & Incidental Expenses (M&IE), except for the first and last day of official travel. On the first and last day of official travel, employees are authorized 75 percent M&IE. The 75 percent allocation will be applied to the applicable M&IE for the first and last days, after having made any pro-rata adjustments described above. The County shall pay per diem based on all applicable IRS rules and regulations to insure that neither the County nor the employee incurs any tax liability for M&IE.

An Administrative Authority and/or employee may request reimbursement based upon actual expenses, not to exceed the allowable per diem. An Administrative Authority may require an employee to collect or submit receipts to justify meals expenses.

2. Mileage, Airfare, or other Commercial Transportation:

When official travel is authorized, an employee’s private car may be used and mileage reimbursement may be paid at the maximum rate authorized by the IRS, or the rate authorized by the County Commission in the annual budget, if different. The IRS rate is published at several websites, including <http://www.gsa.gov> (search for Privately Owned Vehicle (POV) reimbursement rates) and <http://www.irs.gov/index.html> (search for standard mileage rate.)

For out-of-state travel, the Administrative Authority is responsible for selecting the mode of travel most economical and appropriate for the County. An employee may use an alternate means of transportation (such as driving his/her personal vehicle), if approved by the Administrative Authority. In this event, transportation reimbursement paid to the employee for costs incurred for the alternate means of transportation shall not exceed the amount that would have otherwise been paid for the most economical and appropriate mode of travel.

4.6: BUSINESS & TRAVEL EXPENSES: (Cont.)

Whenever an employee is granted permission to use an alternate means of transportation for out-of-state travel, documentation of the amount that would have otherwise been paid for the most economical and appropriate mode of travel must be provided in order to claim reimbursement for travel expenses. Documentation may include, but is not limited to, travel fare price quotes (net of all usual and customary discounts such as advance booking discounts), quoted parking fees, and quoted taxi service or shuttle service that would have been incurred if the usually acceptable commercial transportation had been used. For airline travel, the quote should reflect the cost of coach class.

Employees traveling in a County car should submit receipts for refueling the County car, if applicable, rather than requesting mileage reimbursement.

3. Rental Car, Cab Fares, Shuttle, or Other Transportation Fees:

Employees may be reimbursed for reasonable expenses such as shuttle service, cab fares, limousine service, bus rides, rental car fees, and other forms of transportation required for business purposes. The employee shall, at all times, attempt to secure the least costly form of transportation. Employees must provide a written explanation for car rental and/or unusual transportation fees. Employees may be requested to provide written justification that the selected transportation was the most suitable and economical means of transportation available.

4. Room Accommodations:

The County pays for single rate occupancy for overnight lodging pertaining to official County business. Employees should inquire about applicable discounts, such as conference rates and government rates.

If motel or hotel accommodations are located in Missouri, a Missouri Tax Exemption Form must be used either at time of reservation or when paying the bill upon checkout. The Tax Exemption Form should be obtained from the Administrative Authority. The County will not pay or reimburse Missouri Sales Tax.

5. Registration Fees for Seminars, Conferences and other Training:

The County will pay the costs for registrations pertaining to authorized training. Employees are encouraged to take advantage of all available discounts.

Methods of Payment

1. Prepayment of Travel Expenses Directly to Vendor

Administrative Authorities may request advance payment for registration, travel fare, meals & incidental expense (M&IE) and room accommodation. Requests for payment should include documentation, consisting of but not limited to, original invoices, official registration forms and confirmations, or official FAX or e-mail confirmations. All prepayments (except for per diem M&IE) will be made payable to the respective agency, organization, airline, travel agency or hotel: checks for these expenses will NOT be made

4.6: BUSINESS & TRAVEL EXPENSES: (Cont.)

payable to the Administrative Authority or employee. However, the checks may be returned to the Administrative Authority or employee for personal delivery, if requested.

2. Reimbursement to Employee

Employees requesting reimbursement for mileage only, may use the *Mileage Claim Form*. Employees requesting reimbursement for mileage and/or other types of travel expenses should use the *Claim for Reimbursement Form*. The form should be completed in its entirety. The form should be signed by the employee and the Administrative Authority.

3. Travel Cash Advance[s] Paid to Employee

An employee may request pre-payment of per diem M&IE by completing and submitting the *Request for Employee Travel Advance* form. Pre-payment of per diem M&IE will be paid directly to the employee.

A request for a travel cash advance must be approved and signed by the Administrative Authority and is restricted to situations requiring at least one overnight stay and where the Administrative Authority believes non-payment of a travel cash advance will impose a financial hardship on the employee. Travel cash advances will not be made for expenses that could have been handled as a prepayment of travel expenses (see above). Supporting documentation justifying the need for the requested amount must be attached to the requisition.

Any unused portion of the travel cash advance must be promptly returned to the Boone County Treasurer. The amount of travel cash advance constitutes indebtedness to the County until liquidated by filing a journal entry and/or a final *Claim for Reimbursement Form*. A copy of the approved *Request for Employee Travel Advance Form* must be attached. These documents should be signed by the Administrative Authority and submitted to the Auditor's Office within 10 days of return from travel. Failure to file the necessary documents may result in a payroll withholding for the amount of the travel cash advance.

4. County Credit Card Use

Employees issued a County travel credit card may only charge items and services for appropriate travel expenses while traveling on County business and they must adhere to all County policies governing credit card usage. Employees should contact their Administrative Authority with any questions regarding use of county credit cards.

(Revised 11/3/05, Effective 1/1/06)



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>First Assistant Prosecuting Attorney – Tracy Gonzalez</u>	NEW: <u>X</u>	REVISED: _____
		(Please check one)
REPORTS TO: <u>Prosecuting Attorney</u>	FLSA: <u>Exempt</u>	DATE: <u>03/16</u>
DEPARTMENT: <u>Prosecuting Attorney</u>		JOB CODE: 100

PURPOSE OF POSITION:

Provides professional legal services, with emphasis on prosecuting criminal cases; assists the Boone County Prosecuting Attorney with legal and administrative work; supervises subordinate assistant prosecuting attorneys and support staff; performs related work as required. This is the most senior level within the Assistant Prosecuting Attorney series.

ESSENTIAL FUNCTIONS: *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

Essential Duties and Responsibilities (will vary by assignment)

- Participates in interviewing, hiring and training of new employees;
- Provides guidance and advice to assistant prosecutors in all matters related to their duties;
- Helps assign caseloads to assistant prosecutors;
- Helps assign weekly dockets to assistant prosecutors;
- Helps assign on call duties to assistant prosecutors;
- Conducts weekly attorney meetings;
- Appraises performance of assistant prosecutors;

Provides guidance and advice to investigators in all matters related to their duties;

Helps assign work tasks for investigators;

Assists the Boone County Prosecuting Attorney in preparing and implementing office policies and procedures;

Keeps the Boone County Prosecuting Attorney informed regarding all relevant information pertaining to cases, courts, personnel and the functioning of the office;

Communicates with members of all agencies involved in the criminal justice system with respect to matters handled by the Boone County Prosecutor's Office;

Answers communications from the public relative to legal matters affecting Boone County;

Addresses complaints and resolves problems;

Works on special projects or assignments as directed by the Boone County Prosecuting Attorney.

Always strives to achieve justice and to protect the citizens of Boone County;

Performs all work duties and activities in accordance with Boone County policies, procedures, and safety practices;

Efficiently utilizes the case management system and accurately documents information in that system;

Specializes in offenses against children and felony assaults.

Responds to telephone calls, e-mails, letters, and other correspondence in a timely manner (in most cases within 1 business day);

Reviews search warrants;

Assists law enforcement with investigative subpoenas;

Conducts extensive analysis of cases in order to make informed filing decisions;

Makes bond recommendations;

Confers with juvenile office personnel regarding certification of juvenile cases;

Handles cases that are filed to resolution;

Consults with law enforcement officers, victims, witnesses, attorneys, and other interested and affected parties;

Organizes and provides discovery;

Takes and defends depositions;

Negotiates dispositions in cases;

Interviews victims and witnesses;

Decides what witnesses need to be subpoenaed for various appearances;

Conducts legal research specific to individual cases;

Files legal motions;

Handles pre-trial hearings;

Handles interlocutory appeals;

Handles preliminary hearings;

Handles grand jury proceedings;

Handles bench trials;

Handles jury trials;

Handles motions for new trial;

Handles sentencing hearings;

Handles probation violation hearings;

Handles appeals in misdemeanor trials;

Responds to requests for Executive Clemency;

Handles various dockets on a weekly basis consisting of arraignments, motion hearings, guilty pleas, probation violation hearings, etc.;

Handles on call duties which include: Being responsive to law enforcement agencies' questions and requests for assistance at any time of day or night; Interacting with judges at any time of day or night; Making charging decisions within 24 hours of arrest; Making recommendations regarding bond;

Generally remains available during the business day to respond to requests by the court to appear for unscheduled matters;

Arrives at work punctually without unexcused absences. As an exempt employee, an assistant prosecutor is not required to maintain a time sheet or billable hours. However, it is expected that the assistant prosecutor will be prepared to handle matters related to his or her job including being prepared for court. Often times this will require work after business hours and on weekends;

Responds to emergencies on a 24 hour basis;

Is a team player and assists other prosecutors when necessary;

Maintains the highest level of integrity in all relationships including but not limited to those involving victims, witnesses, the police, judges, clerks and defense counsel;

Gives informational presentations to citizens groups about various legal topics.

Maintains proficiency in state statutes, county ordinances, and federal laws. This includes completing at least 15 hours of continuing legal education per year and keeping up to date on all legal issues through self study;

Reviews and recommends training opportunities to assistant prosecutors and staff;

Performs frequent training of law enforcement officers in Boone County.

KNOWLEDGE AND SKILL:

Comprehensive knowledge of:

County, state and federal laws, regulations and statutes;

Court proceedings;

Legal databases and other research tools;

Boone County policies and procedures;

Employee supervisory and directional methods and techniques;

English grammar, spelling, punctuation, and composition.

Issues related to cultural awareness and ways to communicate in a non-biased manner with people of diverse ethnic, socio-economic, and religious backgrounds.

Ability to:

Establish and maintain effective working relationships with co-workers, attorneys, law enforcement personnel, judges, victims, witnesses and the public;

Hire, train, supervise, encourage, motivate, and evaluate staff;

Be a leader and a team builder;

Maintain a professional demeanor during stressful situations;

Use statistical information to analyze and appropriately distribute workloads and case assignments;

Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;

Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;

Perform time management and scheduling functions, meet deadlines and set case priorities;
Operate standard office equipment and a personal computer using program applications appropriate to assigned duties;

Demonstrate integrity, ingenuity, and inventiveness in the performance of assigned tasks;
Use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.

Work tactfully, respectfully, and professionally with judges, defense attorneys, and/or court staff and remain focused on seeking justice.

Analyze, appraise, and organize facts, evidence, and precedents in determining the various aspects, alternatives, and possible outcomes of cases;

Develop appropriate legal strategies;

Appear without assistance in court and present evidence, arguments, testimony, and witnesses before a judge or jury;

Make significant legal decisions in individual cases based on a combination of factors including the law, evidence, policy, and rules of ethics;

Negotiate complex legal issues;

Communicate effectively, both orally and in writing, for purposes of advocating, persuading, negotiating, and counseling for or on behalf of Boone County;

Analyze, appraise, and organize facts and precedents and to present such material in a clear and logical form;

Determine alternative courses of action, and possible courses of action of other parties to an action;

Present and argue cases and handle unanticipated problems smoothly and effectively.

MINIMUM QUALIFICATIONS

Graduation from a school of law accredited by the American Bar Association with a Juris Doctorate Degree;

License to practice law in the State of Missouri;

Six years prosecuting experience is preferred;

Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Must possess a clear criminal history (excluding minor traffic violations).

Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and to communicate effectively in person, on a telephone, and in a courtroom environment;

Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and to assist in the preparation, monitoring, and litigation of all criminal and civil cases;

Sufficient dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and a personal computer;

Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to work in an office environment, lift up to 20 pounds, and perform in a courtroom environment.

APPROVALS:

Department Director: _____ Date: _____
(signature)

HR Director: _____ Date: _____
(signature)



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: Proposed Assistant Prosecuting Attorney II - TBH	NEW: X	REVISED: _____
		(Please check one)
REPORTS TO: First Assistant Prosecuting Attorney	FLSA: Exempt	DATE: 03/16
DEPARTMENT: Prosecuting Attorney		JOB CODE: 200

PURPOSE OF POSITION:

Provides professional legal services, with emphasis on prosecuting criminal cases; assists the Boone County Prosecuting Attorney with legal work and performs related work as required. This is the fully qualified level within the Assistant Prosecuting Attorney series.

ESSENTIAL FUNCTIONS: *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

Essential Duties and Responsibilities (will vary by assignment)

Attends weekly attorney meetings;

Helps assign work tasks for investigators;

Communicates with members of all agencies involved in the criminal justice system with respect to matters handled by the Boone County Prosecutor's Office;

Answers communications from the public relative to legal matters affecting Boone County;

Addresses complaints and resolves problems;

Works on special projects or assignments as directed by the Boone County Prosecuting Attorney.

Always strives to achieve justice and to protect the citizens of Boone County;

Performs all work duties and activities in accordance with Boone County policies, procedures, and safety practices;

Efficiently utilizes the case management system and accurately documents information in that system;

Caseload includes offenses against children and felony assaults.

Responds to telephone calls, e-mails, letters, and other correspondence in a timely manner (in most cases within 1 business day);

Reviews search warrants;

Assists law enforcement with investigative subpoenas;

Conducts extensive analysis of cases in order to make informed filing decisions;

Makes bond recommendations;

Confers with juvenile office personnel regarding certification of juvenile cases;

Handles cases that are filed to resolution;

Consults with law enforcement officers, victims, witnesses, attorneys, and other interested and affected parties;

Organizes and provides discovery;

Takes and defends depositions;

Negotiates dispositions in cases;

Interviews victims and witnesses;

Decides what witnesses need to be subpoenaed for various appearances;

Conducts legal research specific to individual cases;

Files legal motions;

Handles pre-trial hearings;

Handles interlocutory appeals;

Handles preliminary hearings;

Handles grand jury proceedings;

Handles bench trials;

Handles jury trials;

Handles motions for new trial;

Handles sentencing hearings;

Handles probation violation hearings;

Handles appeals in misdemeanor trials;

Responds to requests for Executive Clemency;

Handles various dockets on a weekly basis consisting of arraignments, motion hearings, guilty pleas, probation violation hearings, etc.;

Handles on call duties which include: Being responsive to law enforcement agencies' questions and requests for assistance at any time of day or night; Interacting with judges at any time of day or night; Making charging decisions within 24 hours of arrest; Making recommendations regarding bond;

Generally remains available during the business day to respond to requests by the court to appear for unscheduled matters;

Arrives at work punctually without unexcused absences. As an exempt employee, an assistant prosecutor is not required to maintain a time sheet or billable hours. However, it is expected that the assistant prosecutor will be prepared to handle matters related to his or her job including being prepared for court. Often times this will require work after business hours and on weekends;

Responds to emergencies on a 24 hour basis;

Is a team player and assists other prosecutors when necessary;

Maintains the highest level of integrity in all relationships including but not limited to those involving victims, witnesses, the police, judges, clerks and defense counsel;

Gives informational presentations to citizens groups about various legal topics.

Maintains proficiency in state statutes, county ordinances, and federal laws. This includes completing at least 15 hours of continuing legal education per year and keeping up to date on all legal issues through self study;

Performs frequent training of law enforcement officers in Boone County.

KNOWLEDGE AND SKILL:

Comprehensive knowledge of:

County, state and federal laws, regulations and statutes;

Court proceedings;

Legal databases and other research tools;

Boone County policies and procedures;

English grammar, spelling, punctuation, and composition.

Issues related to cultural awareness and ways to communicate in a non-biased manner with people of diverse ethnic, socio-economic, and religious backgrounds.

Ability to:

Establish and maintain effective working relationships with co-workers, attorneys, law enforcement personnel, judges, victims, witnesses and the public;

Maintain a professional demeanor during stressful situations;

Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;

Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;

Perform time management and scheduling functions, meet deadlines and set case priorities;
Operate standard office equipment and a personal computer using program applications appropriate to assigned duties;

Demonstrate integrity, ingenuity, and inventiveness in the performance of assigned tasks;
Use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.

Work tactfully, respectfully, and professionally with judges, defense attorneys, and/or court staff and remain focused on seeking justice.

Analyze, appraise, and organize facts, evidence, and precedents in determining the various aspects, alternatives, and possible outcomes of cases;

Develop appropriate legal strategies;

Appear without assistance in court and present evidence, arguments, testimony, and witnesses before a judge or jury;

Make significant legal decisions in individual cases based on a combination of factors including the law, evidence, policy, and rules of ethics;

Negotiate complex legal issues;

Communicate effectively, both orally and in writing, for purposes of advocating, persuading, negotiating, and counseling for or on behalf of Boone County;

Analyze, appraise, and organize facts and precedents and to present such material in a clear and logical form;

Determine alternative courses of action, and possible courses of action of other parties to an action;

Present and argue cases and handle unanticipated problems smoothly and effectively.

MINIMUM QUALIFICATIONS

Graduation from a school of law accredited by the American Bar Association with a Juris Doctorate Degree;

License to practice law in the State of Missouri;

Two years prosecuting experience is preferred;

Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Must possess a clear criminal history (excluding minor traffic violations).

Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and to communicate effectively in person, on a telephone, and in a courtroom environment;

Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and to assist in the preparation, monitoring, and litigation of all criminal and civil cases;

Sufficient dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and a personal computer;

Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to work in an office environment, lift up to 20 pounds, and perform in a courtroom environment.

APPROVALS:

Department Director: _____ Date: _____
(signature)

HR Director: _____ Date: _____
(signature)

JOB DESCRIPTION

BOONE COUNTY PROSECUTING ATTORNEY'S OFFICE

CASE SPECIALIST – William Haws
VICTIM RESPONSE TEAM
STATUS: FULL-TIME

RESPONSIBILITIES:

The responsibilities of the Case Specialist in the Boone County Prosecuting Attorney's Office include, but are not limited to the following:

- Review felony cases which include murders, robberies, assaults & sex crimes to identify victims of crime.
- Effectively communicate with victims of crime that are undergoing emotional trauma.
- Interview victims to assist them to prepare for testifying in court.
- Provide crisis intervention and case management assistance for victims of felony crimes and their families.
- Facilitate communication between the crime victim and the designated Assistant Prosecuting Attorney.
- Orient victims to the judicial process, advise them of their rights, and accompany them to court proceedings.
- Provide victims with assistance in filing applications for Crime Victims' Compensation
- Notify crime victims of court events and assist them with completing Victim Impact Statements.
- Provide crime victims and their families with information regarding post-conviction victim services.

- *Any other duties as designated by the Chief Investigator, Office Administrator or Prosecuting Attorneys.*

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

High School Diploma and a minimum of 5 years related experience and/or training;
equivalent combination of education & experience

Victim related experience preferred

Clear criminal record (excluding minor traffic violations)

Excellent oral and written communication skills

Possess a valid driver's license

Educated in cultural awareness and possess the ability to communicate and be non-biased to others who may have a different ethnic, socio-economic background, race or religion.

Thorough knowledge of the judicial process

Knowledge of local area referral services.

Ability to work independently as well as part of a team to meet the needs of victims of crime.

JOB DESCRIPTION

BOONE COUNTY PROSECUTING ATTORNEY'S OFFICE

CRIME VICTIM SPECIALIST – Jessica Watson
VICTIM RESPONSE TEAM
STATUS: FULL-TIME

RESPONSIBILITIES:

The responsibilities of the Crime Victim Specialist in the Boone County Prosecuting Attorney's Office include, but are not limited to the following:

- Contact and assist victims of crime and their families with problems related to the crime.
- Provide crisis counseling to victims in situational crisis, i.e. victims of rape, victims of domestic violence and families of homicide victims.
- Provide brief counseling for parents of children who have been sexually abused.
- Assess needs of victims of crime, provide support and recommend and locate community resources for services.
- Collaborate with social service agencies for additional resource referral contacts for all victims of crime.
- Review all new case files to identify victims, with special emphasis on child victims of crime, sexual assault, domestic violence and victims of DWI accidents.
- Interview and provide emotional support for victims of crime.
- Consult and collaborate with attorneys, investigators and other staff members regarding care, problems and solutions for victims of crime.
- Orient victims to the judicial process.
- Provide information to victims with regard to all court appearances and case status.
- Orient child victims to courtroom practices, procedures and personnel.
- Provide victims with assistance in filing applications for Crime Victim's Compensation.
- Escort victims to court.
- Supervise social work student interns, including training, consultation and performance evaluation.
- Provide information of post-conviction activity by Board of Probation & Parole.
- *Any other duties as designated by the Chief Investigator or Prosecuting Attorney.*

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Masters degree in social work, counseling or psychology
Minimum of 2 years experience in related field
Excellent oral and written communication skills
Ability to communicate and assist children and adults
Educated in cultural awareness and possess the ability to communicate and be non-biased to others who may have a different ethnic, socio-economic background, race or religion.
Thorough knowledge of the judicial process
Thorough knowledge of the issues of domestic violence.
Thorough knowledge of the issues of sexual assault for both adults and children.
Knowledge of local area referral services.
Educated in child development and/or child psychology.
Ability to work independently as well as part of a team to meet the needs of victims of crime.

JOB DESCRIPTION

BOONE COUNTY PROSECUTING ATTORNEY'S OFFICE

CRIME VICTIM SPECIALIST – To Be Hired
VICTIM RESPONSE TEAM
STATUS: FULL-TIME

RESPONSIBILITIES:

The responsibilities of the Crime Victim Specialist in the Boone County Prosecuting Attorney's Office include, but are not limited to the following:

- Contact and assist victims of crime and their families with problems related to the crime.
- Provide crisis counseling to victims in situational crisis, i.e. victims of rape, victims of domestic violence and families of homicide victims.
- Assess needs of victims of crime, provide support and recommend and locate community resources for services.
- Collaborate with social service agencies for additional resource referral contacts for all victims of crime.
- Review all new case files to identify victims, with special emphasis on victims of robbery, burglary, weapons, felony assault, felony domestic and sexual assault.
- Interview and provide emotional support for victims of crime.
- Consult and collaborate with attorneys, investigators and other staff members regarding care, problems and solutions for victims of crime.
- Orient victims to the judicial process.
- Provide information to victims with regard to all court appearances and case status.
- Orient victims to courtroom practices, procedures and personnel.
- Provide victims with assistance in filing applications for Crime Victim's Compensation.
- Escort victims to court.
- Provide information of post-conviction activity by Board of Probation & Parole.
- *Any other duties as designated by the Chief Investigator or Prosecuting Attorney.*

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Masters degree in social work, counseling or psychology

Minimum of 2 years experience in related field

Excellent oral and written communication skills

Ability to communicate and assist children and adults

Educated in cultural awareness and possess the ability to communicate and be non-biased to others who may have a different ethnic, socio-economic background, race or religion.

Thorough knowledge of the judicial process

Thorough knowledge of the issues of domestic violence.

Thorough knowledge of the issues of sexual assault for both adults and children.

Knowledge of local area referral services.

Educated in child development and/or child psychology.

Ability to work independently as well as part of a team to meet the needs of victims of crime.

2015 BUDGET

Boone County Missouri



Dan Atwill
Presiding Commissioner

Karen M. Miller
District I Commissioner

Janet M. Thompson
District II Commissioner

June E. Pitchford, CPA
Boone County Auditor
Budget Officer

Prosecuting Attorney Summary

Budget Summary

Fund	Dept	Department Name	2013	2014	2015	2015	2015	2015
			Actual	Estimated	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
Prosecuting Attorney Operations								
100	1261	Prosecuting Attorney	\$ 1,681,767	\$ 1,779,386	\$ 1,742,300	\$ 221,602	\$ 5,273	\$ 1,969,175
100	1262	Victim Witness	198,333	201,491	197,615	26,485	-	224,100
100	1264	PA Retirement	7,752	7,752	-	7,752	-	7,752
260	2600	PA Training	4,937	5,649	-	2,198	-	2,198
261	2610	PA Tax Collection	94,363	82,484	28,278	2,275	-	30,553
262	2620	PA Contingency	7,578	12,800	-	20,000	-	20,000
263	2630	PA Bad Check Collections	16,262	13,059	47,002	1,565	-	48,567
264	2640	PA Forfeiture Money	-	-	-	3,075	-	3,075
265	2650	PA Admin Handling Cost	-	14,000	-	12,000	-	12,000
290	2903	PA-Law Enf Sales Tax	303,219	306,664	331,776	6,564	-	338,340
		Subtotal	<u>2,314,211</u>	<u>2,423,285</u>	<u>2,346,971</u>	<u>303,516</u>	<u>5,273</u>	<u>2,655,760</u>
Child Support Enforcement								
100	1263	IV-D Child Support	218,264	212,727	191,128	25,174	-	216,302
		Subtotal	<u>218,264</u>	<u>212,727</u>	<u>191,128</u>	<u>25,174</u>	<u>-</u>	<u>216,302</u>
		Total	<u>\$ 2,532,475</u>	<u>\$ 2,636,012</u>	<u>\$ 2,538,099</u>	<u>\$ 328,690</u>	<u>\$ 5,273</u>	<u>\$ 2,872,062</u>

Prosecuting Attorney Summary

Personnel Summary

Position Title	Departmental Funding Source									2015 Total	Change
	Full-time Equivalent Positions										
	2013	2014	Dept. 1261	Dept. 1262	Dept. 1263	Dept. 2610	Dept. 2630	Dept. 2903			
Prosecuting Attorney											
Operations:											
Prosecuting Attorney (Elected)	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
First Assistant Prosecuting Attorney	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
Assistant Prosecuting Attorney II	10.00	10.00	9.00	-	-	-	-	2.00	-	11.00	1.00
Chief Investigator	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
Investigator	3.00	3.00	1.00	-	-	-	-	2.00	-	3.00	-
Office Administrator	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
Witness Location Investigator	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
Legal Assistant I	7.00	7.00	7.00	-	-	-	-	1.00	-	8.00	1.00
Legal Assistant III	1.00	1.00	1.00	-	-	-	-	-	-	1.00	-
Office Specialist	1.00	1.00	-	-	-	-	-	-	-	-	(1.00)
Crime Victim Specialist	1.00	2.00	-	2.00	-	-	-	-	-	2.00	-
Victim Assistant	1.00	-	1.00	-	-	-	-	-	-	1.00	1.00
Witness Coordinator	1.00	1.00	-	1.00	-	-	-	-	-	1.00	-
Case Specialist	0.48	0.48	-	0.48	-	-	-	-	-	0.48	-
Bad Check /Tax Administrator	1.00	1.00	-	-	-	0.50	0.50	-	-	1.00	-
Account Specialist	2.00	2.00	1.50	-	-	-	0.50	-	-	2.00	-
Restitution Assistant	-	1.00	-	-	-	-	-	-	-	-	(1.00)
Account Specialist PT Pool	0.25	0.25	-	-	-	-	-	-	-	-	(0.25)
Subtotal	33.73	34.73	25.50	3.48	-	0.50	1.00	5.00	-	35.48	0.75
Child Support Enforcement:											
Assistant Prosecuting Attorney II	1.00	1.00	-	-	1.00	-	-	-	-	1.00	-
Legal Assistant III	1.00	1.00	-	-	1.00	-	-	-	-	1.00	-
Child Support Technician	1.00	1.00	-	-	1.00	-	-	-	-	1.00	-
Legal Secretary	-	a	-	-	-	-	-	-	-	-	-
Receptionist	-	a	-	-	-	-	-	-	-	-	-
Subtotal	3.00	3.00	-	-	3.00	-	-	-	-	3.00	-
Total FTEs	36.73	37.73	25.50	3.48	3.00	0.50	1.00	5.00	-	38.48	0.75
Overtime	\$ 29,600	\$ 26,000	\$ 25,000	\$ 1,000	\$ -	\$ 100	\$ 250	\$ 5,000	-	\$ 31,350	\$ 5,350

a) 4.0 FTEs reduced due to budget reductions

b) 1.0 FTE Restitution Assistant added

Prosecuting Attorney Operations

Annual Budget

1261 PROSECUTING ATTORNEY

100 GENERAL FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	79,672	82,350	79,672	79,672	0	79,672	3-
	SUBTOTAL *****	79,672	82,350	79,672	79,672	0	79,672	3-
CHARGES FOR SERVICES								
3528	REIMB PERSONNEL/PROJECTS	26,433	44,165	41,737	41,240	0	41,240	6-
3560	COLLECTION FEES	105,755	100,000	45,000	45,000	0	45,000	55-
3574	P.A. FEES	110,169	110,000	110,000	110,000	0	110,000	0
	SUBTOTAL *****	242,357	254,165	196,737	196,240	0	196,240	23-
MISCELLANEOUS								
3835	SALE OF CAPITAL FIXED ASSET	1,317	0	0	0	0	0	0
	SUBTOTAL *****	1,317	0	0	0	0	0	0
	TOTAL REVENUES *****	323,346	336,515	276,409	275,912	0	275,912	18-
PERSONAL SERVICES								
10100	SALARIES & WAGES	1,196,984	1,275,209	1,274,577	1,347,869	83,789	1,431,658	12
10110	OVERTIME	21,892	20,000	35,000	25,000	0	25,000	25
10120	HOLIDAY WORKED	447	250	1,250	500	0	500	100
10200	FICA	90,619	99,103	98,530	105,062	6,410	111,472	12
10300	HEALTH INSURANCE	109,250	119,688	114,174	128,088	8,004	136,092	13
10325	DISABILITY INSURANCE	3,447	3,698	3,309	5,121	322	5,443	47
10350	LIFE INSURANCE	1,044	1,128	1,045	1,152	72	1,224	8
10375	DENTAL INSURANCE	10,901	12,000	11,448	12,000	750	12,750	6
10400	WORKERS COMP	4,004	4,054	3,789	4,517	189	4,706	16
10500	401(A) MATCH PLAN	6,205	12,610	11,060	12,480	975	13,455	6
	SUBTOTAL *****	1,444,793	1,547,740	1,554,182	1,641,789	100,511	1,742,300	13
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	18,498	17,061	17,061	17,866	0	17,866	4
23000	OFFICE SUPPLIES	14,059	15,480	15,480	15,340	0	15,340	0
23001	PRINTING	512	700	695	698	0	698	0
23050	OTHER SUPPLIES	207	250	250	250	1,053	1,303	421
23200	AMMUNITION	267	275	275	275	0	275	0
23300	UNIFORMS	0	100	100	100	0	100	0
23850	MINOR EQUIP & TOOLS (<\$1000)	435	275	300	1,170	250	1,420	416
23855	FURNITURE/FIXTURE <\$1000	933	0	0	1,330	295	1,625	0
	SUBTOTAL *****	34,911	34,141	34,161	37,029	1,598	38,627	13
DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	5,430	5,545	6,072	6,620	0	6,620	19
37200	SEMINARS/CONFEREN/MEETING	1,705	1,740	1,665	1,740	290	2,030	16
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,098	837	878	858	90	948	13
37230	MEALS & LODGING-TRAINING	2,898	2,808	2,275	2,651	235	2,886	2
	SUBTOTAL *****	11,131	10,930	10,890	11,869	615	12,484	14

Prosecuting Attorney Operations

UTILITIES								
48000	TELEPHONES	10,272	10,500	10,500	10,500	0	10,500	0
48050	CELLULAR TELEPHONES	945	972	650	588	0	588	39-
48100	NATURAL GAS	0	0	64	96	0	96	0
48200	ELECTRICITY	0	0	300	600	0	600	0
48300	WATER	0	0	25	50	0	50	0
48400	SOLID WASTE	0	0	60	120	0	120	0
48500	STORM WATER UTILITY	0	0	5	10	0	10	0
48600	SEWER USE	0	0	42	72	0	72	0
SUBTOTAL *****		11,217	11,472	11,646	12,036	0	12,036	5
VEHICLE EXPENSE								
59000	MOTORFUEL/GASOLINE	4,856	6,000	5,500	6,000	0	6,000	0
59010	FUEL SURCHARGE - REIMB TO R&B	160	200	175	200	0	200	0
59025	VEHICLE TITLE/LICENSE/PLATES	11	0	0	0	0	0	0
59030	MOTOR VEHICLE LICENSING EXP	99	50	50	100	0	100	100
59100	VEHICLE REPAIRS/MAINTENANCE	315	1,000	800	1,000	0	1,000	0
59105	TIRFS	226	500	355	500	0	500	0
59110	MECHANICS CHARGE - REIMB R&B	441	500	520	500	0	500	0
59200	LOCAL MILEAGE	238	500	800	800	0	800	60
SUBTOTAL *****		6,346	8,750	8,200	9,100	0	9,100	4
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	5,628	6,043	5,775	6,074	0	6,074	0
60200	EQUIP REPAIRS/MAINTENANCE	74	300	195	300	0	300	0
SUBTOTAL *****		5,702	6,343	5,970	6,374	0	6,374	0
CONTRACTUAL SERVICES								
71000	INSURANCE AND BONDS	0	0	50	50	0	50	0
71100	OUTSIDE SERVICES	283	1,000	1,000	1,000	0	1,000	0
71500	BUILDING USE/RENT CHARGE	150,526	144,002	144,000	141,871	0	141,871	1-
71600	EQUIP LEASES & METER CHR	59	60	60	60	0	60	0
SUBTOTAL *****		150,868	145,062	145,110	142,981	0	142,981	1-
FIXED ASSET ADDITIONS								
91100	FURNITURE AND FIXTURES	0	0	0	0	5,273	5,273	0
92100	REPLCMNT FURN & FIXTURES	0	9,620	9,227	0	0	0	100-
92400	REPLCMNT AUTO/TRUCKS	16,799	0	0	0	0	0	0
SUBTOTAL *****		16,799	9,620	9,227	0	5,273	5,273	45-
TOTAL EXPENDITURES *****		1,681,767	1,774,058	1,779,386	1,861,178	107,997	1,969,175	11

1262 VICTIM WITNESS

100 GENERAL FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	\$CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	72,459	78,027	78,028	78,028	0	82,803	6
SUBTOTAL *****		72,459	78,027	78,028	78,028	0	82,803	6
TOTAL REVENUES *****		72,459	78,027	78,028	78,028	0	82,803	6
PERSONAL SERVICES								
10100	SALARIES & WAGES	154,287	156,041	149,644	163,729	0	163,729	4
10110	OVERTIME	185	1,000	1,000	1,000	0	1,000	0
10120	HOLIDAY WORKED	0	200	200	200	0	200	0
10200	FICA	11,053	12,028	11,035	12,617	0	12,617	4
10300	HEALTH INSURANCE	14,250	14,961	14,961	16,011	0	16,011	7
10325	DISABILITY INSURANCE	351	381	350	525	0	525	37
10350	LIFE INSURANCE	133	141	137	144	0	144	2
10375	DENTAL INSURANCE	1,422	1,500	1,500	1,500	0	1,500	0
10400	WORKERS COMP	328	298	286	329	0	329	10
10500	401(A) MATCH PLAN	800	1,560	1,300	1,560	0	1,560	0
SUBTOTAL *****		182,809	188,110	180,413	197,615	0	197,615	5
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	155	132	132	132	0	132	0
23000	OFFICE SUPPLIES	2,010	2,000	2,056	2,300	0	2,300	15
23001	PRINTING	0	250	210	320	0	320	28
23050	OTHER SUPPLIES	0	250	250	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	675	750	750	0	750	11
23855	FURNITURE/FIXTURE <\$1000	0	0	69	0	0	0	0
SUBTOTAL *****		2,165	3,307	3,467	3,752	0	3,752	13

Prosecuting Attorney Operations

DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	500	475	500	475	0	475	0
37200	SEMINARS/CONFEREN/MEETING	440	580	545	435	0	435	25-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	263	178	210	93	0	93	47-
37230	MEALS & LODGING-TRAINING	739	936	1,081	705	0	705	24-
SUBTOTAL *****		1,942	2,169	2,336	1,708	0	1,708	21-
UTILITIES								
48000	TELEPHONES	1,552	1,675	1,600	1,600	0	1,600	4-
SUBTOTAL *****		1,552	1,675	1,600	1,600	0	1,600	4-
OTHER								
84010	RECEPTION/MEETINGS	150	150	0	150	0	4,925	,183
84600	COURT COSTS	470	2,500	1,000	2,500	0	2,500	0
84700	WITNESS EXPENSES	4,607	7,000	6,000	7,000	0	7,000	0
84800	TRANSCRIPTS-CRIMTNAL	4,640	5,000	5,000	5,000	0	5,000	0
SUBTOTAL *****		9,867	14,650	12,000	14,650	0	19,425	33
FIXED ASSET ADDITIONS								
92100	REPLCMNT FURN & FIXTURES	0	1,675	1,675	0	0	0	100-
SUBTOTAL *****		0	1,675	1,675	0	0	0	100-
TOTAL EXPENDITURES *****		198,335	211,586	201,491	219,325	0	224,100	6

1264 PA RETIREMENT

100 GENERAL FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
OTHER								
86790	MO PROSECUTOR'S RETIREMEN	7,752	7,752	7,752	7,752	0	7,752	0
SUBTOTAL *****		7,752	7,752	7,752	7,752	0	7,752	0
TOTAL EXPENDITURES *****		7,752	7,752	7,752	7,752	0	7,752	0

2600 PA TRAINING

260 PA TRAINING FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES								
3540	DEFENDANT CRT COSTS&RECOUPMENT	3,649	4,000	3,285	3,285	0	3,285	17-
SUBTOTAL *****		3,649	4,000	3,285	3,285	0	3,285	18-
INTEREST								
3711	INT-OVERNIGHT	1	2	2	2	0	2	0
3712	INT-LONG TERM INVEST	12	15	13	13	0	13	13-
3798	INC/DEC IN FV OF INVESTMENTS	-15	0	0	0	0	0	0
SUBTOTAL *****		-2	17	15	15	0	15	12-
TOTAL REVENUES *****		3,647	4,017	3,300	3,300	0	3,300	18-
DUES TRAVEL & TRAINING								
37200	SEMINARS/CONFEREN/MEETING	1,859	1,740	1,795	1,740	0	1,740	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	464	837	838	94	0	94	88-
37230	MEALS & LODGING-TRAINING	2,615	2,808	3,016	364	0	364	87-
SUBTOTAL *****		4,938	5,385	5,649	2,198	0	2,198	59-
TOTAL EXPENDITURES *****		4,938	5,385	5,649	2,198	0	2,198	59-

Prosecuting Attorney Operations

2620 PA CONTINGENCY

262 PA CONTINGENCY FUND

ACCT DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES							
3569 OTHER FEES	11,921	11,501	7,578	12,800	0	12,800	11
SUBTOTAL *****	11,921	11,501	7,578	12,800	0	12,800	11
TOTAL REVENUES *****	11,921	11,501	7,578	12,800	0	12,800	11
CONTRACTUAL SERVICES							
71105 LEGAL SERVICES	0	500	0	500	0	500	0
SUBTOTAL *****	0	500	0	500	0	500	0
OTHER							
84600 COURT COSTS	144	2,000	300	2,000	0	2,000	0
84700 WITNESS EXPENSES	3,336	7,500	5,000	7,500	0	7,500	0
84800 TRANSCRIPTS-CRIMINAL	4,098	9,500	7,500	9,500	0	9,500	0
85400 CRIMINAL INVESTIGATION	0	500	0	500	0	500	0
SUBTOTAL *****	7,578	19,500	12,800	19,500	0	19,500	0
TOTAL EXPENDITURES *****	7,578	20,000	12,800	20,000	0	20,000	0

2630 PA BAD CHECK COLLECTIONS

263 PA BAD CHECK FUND

ACCT DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES							
3560 COLLECTION FEES	32,580	30,000	25,000	30,000	0	30,000	0
SUBTOTAL *****	32,580	30,000	25,000	30,000	0	30,000	0
MISCELLANEOUS							
3892 DEPOSIT OVRAGE	21	25	30	25	0	25	0
SUBTOTAL *****	21	25	30	25	0	25	0
TOTAL REVENUES *****	32,601	30,025	25,030	30,025	0	30,025	0
PERSONAL SERVICES							
10100 SALARIES & WAGES	12,076	9,612	9,041	47,890	-17,789	36,725	282
10110 OVERTIME	448	1,000	250	250	0	250	75-
10200 FICA	942	811	711	3,682	-1,361	2,828	248
10300 HEALTH INSURANCE	1,187	1,246	1,247	8,005	-2,667	5,977	379
10325 DISABILITY INSURANCE	40	27	24	181	-71	126	366
10350 LIFE INSURANCE	14	11	11	72	-24	48	336
10375 DENTAL INSURANCE	119	125	125	750	-250	500	300
10400 WORKERS COMP	25	20	25	96	-37	93	365
10500 401(A) MATCH PLAN	79	163	163	780	-325	455	179
SUBTOTAL *****	14,930	13,015	11,597	61,706	-22,524	47,002	261
MATERIALS & SUPPLIES							
22000 POSTAGE	598	650	550	550	0	550	15-
23000 OFFICE SUPPLIES	498	500	500	500	0	500	0
23001 PRINTING	236	330	407	410	0	410	24
23050 OTHER SUPPLIES	0	50	0	50	0	50	0
23850 MINOR EQUIP & TOOLS (<\$1000)	0	50	0	50	0	50	0
SUBTOTAL *****	1,332	1,580	1,457	1,560	0	1,560	1-
OTHER							
86896 DEPOSIT SHORTAGE	0	5	5	5	0	5	0
SUBTOTAL *****	0	5	5	5	0	5	0
TOTAL EXPENDITURES *****	16,262	14,600	13,059	63,271	-22,524	48,567	233

Prosecuting Attorney Operations

2640 PA FORFEITURE MONEY

264 PA FORFEITURE FUND

ACCT DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
INTEREST							
3711 INT-OVERNIGHT	3	3	3	3	0	3	0
3712 INT-LONG TERM INVEST	30	25	26	26	0	26	4
3798 INC/DEC IN FV OF INVESTMENTS	-29	0	0	0	0	0	0
SUBTOTAL *****	4	28	29	29	0	29	4
TOTAL REVENUES *****	4	28	29	29	0	29	4
DUES TRAVEL & TRAINING							
37200 SEMINARS/CONFEREN/MEETING	0	575	0	575	0	575	0
37220 TRAVEL (AIRFARE, MILEAGE, ETC)	0	750	0	750	0	750	0
37230 MEALS & LODGING-TRAINING	0	750	0	750	0	750	0
SUBTOTAL *****	0	2,075	0	2,075	0	2,075	0
CONTRACTUAL SERVICES							
71100 OUTSIDE SERVICES	0	1,000	0	1,000	0	1,000	0
SUBTOTAL *****	0	1,000	0	1,000	0	1,000	0
TOTAL EXPENDITURES *****	0	3,075	0	3,075	0	3,075	0

2650 PA ADMIN HANDLING COST

265 PA ADMIN HANDLING COST FUND

ACCT DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES							
3560 COLLECTION FEES	2,800	17,500	12,000	12,000	0	12,000	31-
SUBTOTAL *****	2,800	17,500	12,000	12,000	0	12,000	31-
INTEREST							
3711 INT-OVERNIGHT	0	0	5	5	0	5	0
3712 INT-LONG TERM INVEST	4	0	35	35	0	35	0
3798 INC/DEC IN FV OF INVESTMENTS	-1	0	0	0	0	0	0
SUBTOTAL *****	3	0	40	40	0	40	0
MISCELLANEOUS							
3892 DEPOSIT OVERAGE	0	0	5	10	0	10	0
SUBTOTAL *****	0	0	5	10	0	10	0
TOTAL REVENUES *****	2,803	17,500	12,045	12,050	0	12,050	31-
CONTRACTUAL SERVICES							
71101 PROFESSIONAL SERVICES	0	17,500	14,000	12,000	0	12,000	31-
SUBTOTAL *****	0	17,500	14,000	12,000	0	12,000	31-
TOTAL EXPENDITURES *****	0	17,500	14,000	12,000	0	12,000	31-

Prosecuting Attorney Operations

2903 PROSECUTING ATTRNY-LE SALES TX

290 LAW ENFORCEMENT SERVICES FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISIONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	ΔCHG FROM FY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	247,446	247,594	248,156	260,064	0	260,064	5
10110	OVERTIME	1,437	1,500	2,000	5,000	0	5,000	233
10120	HOLIDAY WORKED	60	0	100	100	0	100	0
10200	FICA	18,892	19,055	19,054	20,285	0	20,285	6
10300	HEALTH INSURANCE	23,750	24,935	24,935	26,685	0	39,467	58
10325	DISABILITY INSURANCE	698	718	658	988	0	988	37
10350	LIFE INSURANCE	228	235	228	240	0	240	2
10375	DENTAL INSURANCE	2,370	2,500	2,500	2,500	0	2,500	0
10400	WORKERS COMP	519	473	468	532	0	532	12
10500	401(A) MATCH PLAN	1,860	3,575	2,340	2,600	0	2,600	27-
10510	CERF-EMPLOYER PD CONTRIBUTION	1,363	0	0	0	0	0	0
	SUBTOTAL *****	298,623	300,585	300,439	318,994	0	331,776	10
MATERIALS & SUPPLIES								
23000	OFFICE SUPPLIES	275	1,000	1,360	1,360	0	1,360	36
	SUBTOTAL *****	275	1,000	1,360	1,360	0	1,360	36
DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTM/LICENSE	905	1,180	1,180	1,390	0	1,390	17
37200	SEMINARS/CONFEREN/MEETING	405	580	580	580	0	580	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	346	352	225	358	0	358	1
37230	MEALS & LODGING-TRAINING	782	936	936	940	0	940	0
	SUBTOTAL *****	2,438	3,048	2,921	3,268	0	3,268	7
UTILITIES								
48000	TELEPHONES	1,874	1,920	1,920	1,920	0	1,920	0
	SUBTOTAL *****	1,874	1,920	1,920	1,920	0	1,920	0
CONTRACTUAL SERVICES								
71101	PROFESSIONAL SERVICES	9	24	24	16	0	16	33-
	SUBTOTAL *****	9	24	24	16	0	16	33-
	TOTAL EXPENDITURES *****	303,219	306,577	306,664	325,558	0	338,340	10

Decimal values have been truncated.

Child Support Enforcement

Annual Budget

1263 IV-D

100 GENERAL FUND

ACCT	DESCRIPTION	2013 ACTUAL	2014 BUDGET + REVISTONS	2014 PROJECTED	2015 CORE REQUEST	2015 SUPPLEMENTAL REQUEST	2015 ADOPTED BUDGET	%CHG FROM BY BUD
INTERGOVERNMENTAL REVENUE								
3465	FEDERAL REIMBURSE EXPENSES	219,819	226,000	200,000	226,000	0	226,000	0
	SUBTOTAL *****	219,819	226,000	200,000	226,000	0	226,000	0
	TOTAL REVENUES *****	219,819	226,000	200,000	226,000	0	226,000	0
PERSONAL SERVICES								
10100	SALARIES & WAGES	144,645	151,282	151,723	158,842	0	158,842	5
10110	OVERTIME	34	0	0	0	0	0	0
10200	FICA	9,653	11,573	10,670	12,151	0	12,151	4
10300	HEALTH INSURANCE	14,250	14,961	14,961	16,011	0	16,011	7
10325	DISABILITY INSURANCE	442	438	402	603	0	603	37
10350	LIFE INSURANCE	137	141	137	144	0	144	2
10375	DENTAL INSURANCE	1,422	1,500	1,500	1,500	0	1,500	0
10400	WORKERS COMP	317	287	273	317	0	317	10
10500	401 (A) MATCH PLAN	800	1,560	1,300	1,560	0	1,560	0
10600	UNEMPLOYMENT BENEFITS	10,754	0	0	0	0	0	0
	SUBTOTAL *****	182,454	181,742	180,966	191,128	0	191,128	5
MATERIALS & SUPPLIES								
22000	POSTAGE	559	650	500	460	0	460	29-
22500	SUBSCRIPTIONS/PUBLICATIONS	2,091	1,584	1,584	2,029	0	2,029	28
23000	OFFICE SUPPLIES	1,638	2,850	1,500	1,602	0	1,602	43-
23850	MINOR EQUIP & TOOLS (<\$1000)	200	0	423	0	0	0	0
	SUBTOTAL *****	4,488	5,084	4,007	4,091	0	4,091	20-
DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	430	610	610	565	0	565	7-
37200	SEMINARS/CONFEREN/MEETING	675	500	850	580	0	580	16
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	436	459	459	169	0	169	63-
37230	MEALS & LODGNG-TRAINING	1,174	1,047	1,047	240	0	240	77-
	SUBTOTAL *****	2,715	2,616	2,966	1,554	0	1,554	41-
UTILITIES								
48000	TELEPHONES	3,129	2,580	2,580	2,384	0	2,384	7-
48002	DATA COMMUNICATIONS	240	240	240	440	0	440	83
48100	NATURAL GAS	1,149	2,340	1,447	1,006	0	1,006	57-
48200	ELECTRICITY	4,013	4,546	2,273	1,955	0	1,955	57-
48300	WATER	144	240	160	103	0	103	57-
48400	SOLID WASTE	666	666	460	286	0	286	57-
48500	STORM WATER UTILITY	48	48	48	21	0	21	56-
48600	SEWER USE	317	360	245	155	0	155	56-
	SUBTOTAL *****	9,706	11,020	7,453	6,350	0	6,350	42-
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	480	525	525	1,188	0	1,188	126
60125	CUSTODIAL/JANITORIAL SERV	500	4,696	4,000	2,140	0	2,140	54-
	SUBTOTAL *****	980	5,221	4,525	3,328	0	3,328	36-
CONTRACTUAL SERVICES								
70050	SOFTWARE SERVICE CONTRACT	435	1,560	1,560	1,725	0	1,725	10
71000	INSURANCE AND BONDS	0	0	0	100	0	100	0
71100	OUTSIDE SERVICES	1,432	1,500	750	750	0	750	50-
71500	BUILDING USE/RENT CHARGE	12,760	15,167	10,500	7,276	0	7,276	52-
	SUBTOTAL *****	14,627	18,227	12,810	9,851	0	9,851	46-
FIXED ASSET ADDITIONS								
91301	COMPUTER HARDWARE	0	652	0	0	0	0	100-
92301	REPLC COMPUTER HDWR	3,295	652	0	0	0	0	100-
	SUBTOTAL *****	3,295	1,304	0	0	0	0	100-
	TOTAL EXPENDITURES *****	218,265	225,214	212,727	216,302	0	216,302	4-

Decimal values have been truncated.

2013 BUDGET

Boone County Missouri



Dan Atwill
Presiding Commissioner

Karen M. Miller
District I Commissioner

Janet M. Thompson
District II Commissioner

June E. Pitchford, CPA
Boone County Auditor
Budget Officer

Prosecuting Attorney Summary

Budget Summary

Fund	Dept	Department Name	2011	2012	2013	2013	2013	2013
			Actual	Projected	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
Prosecuting Attorney Operations								
100	1261	Prosecuting Attorney	\$ 1,613,061	\$ 1,610,479	\$ 1,452,349	\$ 228,836	\$ 17,775	\$ 1,698,960
100	1262	Victim Witness	157,227	166,202	176,090	21,743	-	197,833
100	1264	PA Retirement	7,752	7,752	-	7,752	-	7,752
260	2600	PA Training	3,901	5,136	-	4,908	-	4,908
261	2610	PA Tax Collection	75,982	86,469	92,899	3,952	-	96,851
262	2620	PA Contingency	19,999	18,050	-	20,000	-	20,000
263	2630	PA Bad Check Collections	54,340	41,860	15,577	1,615	-	17,192
264	2640	PA Forfeiture Money	8,917	-	-	3,075	-	3,075
290	2903	PA-Law Enf Sales Tax	268,438	294,715	301,035	5,872	-	306,907
297	2971	PA-Violence Against Women	37,161	-	-	-	-	-
		Subtotal	<u>2,246,778</u>	<u>2,230,663</u>	<u>2,037,950</u>	<u>297,753</u>	<u>17,775</u>	<u>2,353,478</u>
Child Support Enforcement								
100	1263	IV-D Child Support	350,786	368,295	173,519	46,031	-	219,550
		Subtotal	<u>350,786</u>	<u>368,295</u>	<u>173,519</u>	<u>46,031</u>	<u>-</u>	<u>219,550</u>
		Total	<u>\$ 2,597,564</u>	<u>\$ 2,598,958</u>	<u>\$ 2,211,469</u>	<u>\$ 343,784</u>	<u>\$ 17,775</u>	<u>\$ 2,573,028</u>

Prosecuting Attorney Summary

Personnel Summary

Position Title	Departmental Funding Source										Change
	FY	FY	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	FY		
	2011	2012	No.	No.	No.	No.	No.	No.	2013	Total	
	Full-time	Full-time	Full-time	Full-time	Full-time	Full-time	Full-time	Full-time	Full-time	Full-time	
Equiva-	Equiva-	Equiva-	Equiva-	Equiva-	Equiva-	Equiva-	Equiva-	Equiva-	Equiva-		
lent	lent	lent	lent	lent	lent	lent	lent	lent	lent		
Prosecuting Attorney											
Operations:											
Prosecuting Attorney (Elected)	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
First Assistant Prosecuting Attorney	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Assistant Prosecuting Attorney I	10.33	10.00	8.00	-	-	-	-	2.00	10.00	-	-
Chief Investigator	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Investigator	2.33	3.00	1.00	-	-	-	-	2.00	3.00	-	-
Office Administrator	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Witness Location Investigator	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Legal Secretary	8.00	7.00	6.00	-	-	-	-	1.00	7.00	-	-
Criminal Investigations Specialist	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Office Specialist	1.00	1.00	1.00	-	-	-	-	-	1.00	-	-
Receptionist	1.00	-	-	-	-	-	-	-	-	-	-
Crime Victim Specialist	1.00	1.00	-	2.00	-	-	-	-	2.00	1.00	1.00
Victim Assistant	1.00	1.00	-	-	-	-	-	-	-	-	(1.00)
Witness Coordinator	1.00	1.00	-	1.00	-	-	-	-	1.00	-	-
Case Specialist	0.48	0.48	-	0.48	-	-	-	-	0.48	-	-
Bad Check /Tax Administrator	1.00	1.00	-	-	-	0.75	0.25	-	1.00	-	-
Account Specialist	1.00	2.00	1.00	-	-	1.00	-	-	2.00	-	-
Account Specialist PT Pool	0.25	0.25	-	-	-	0.25	-	-	0.25	-	-
Subtotal	34.39	33.73	23.00	3.48	-	2.00	0.25	5.00	33.73	-	-
Child Support Enforcement:											
Assistant Prosecuting Attorney I	1.00	1.00	-	-	1.00	-	-	-	1.00	-	-
Child Support Administrator	1.00	-	-	-	-	-	-	-	-	-	-
Child Support Budget Administrator	-	1.00	-	-	1.00	-	-	-	1.00	-	-
Child Support Technician	3.50	4.00	-	-	1.00	-	-	-	1.00	(3.00)	(3.00)
Legal Secretary	1.00	1.00	-	-	-	-	-	-	-	(1.00)	(1.00)
Receptionist	1.00	-	-	-	-	-	-	-	-	-	-
Subtotal	7.50	7.00	-	-	3.00	-	-	-	3.00	(4.00)	(4.00)
Total FTEs	41.89	40.73	23.00	3.48	3.00	2.00	0.25	5.00	36.73	(4.00)	(4.00)
Overtime	\$ 24,800	\$ 28,800	\$ 20,000	\$1,500	\$ -	\$ 2,900	\$ 1,000	\$ 4,200	\$ 29,600	\$ 800	\$ 800

a) The Child Support Administrator was re-classified to Child Support Budget Administrator

b) The Receptionist position was eliminated and a part-time Child Support Technician was increased to full-time.

c) 4.0 FTEs reduced due to budget reductions

Prosecuting Attorney Operations

Annual Budget

1261 PROSECUTING ATTORNEY

100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3411	FEDERAL GRANT REIMBURSE	58,366	79,003	71,876	78,191	0	78,191	1-
	SUBTOTAL *****	58,366	79,003	71,876	78,191	0	78,191	1-
	CHARGES FOR SERVICES							
3528	REIMB PERSONNEL/PROJECTS	25,335	25,346	25,793	25,852	0	25,852	1
3560	COLLECTION FEES	72,650	70,000	90,000	90,000	0	90,000	28
3574	P.A. FEES	122,858	125,000	110,000	110,000	0	110,000	12-
	SUBTOTAL *****	220,844	220,346	225,793	225,852	0	225,852	2
	MISCELLANEOUS							
3835	SALE OF COUNTY FIXED ASSET	0	0	0	0	2,639	2,639	0
	SUBTOTAL *****	0	0	0	0	2,639	2,639	0
	TOTAL REVENUES *****	279,211	299,349	297,669	304,043	2,639	306,682	2
	PERSONAL SERVICES							
10100	SALARIES & WAGES	1,118,411	1,158,652	1,154,762	1,185,601	42,465	1,201,066	3
10110	OVERTIME	18,007	20,000	25,000	20,000	0	20,000	0
10120	HOLIDAY WORKED	233	250	250	250	0	250	0
10200	FICA	84,058	90,186	88,339	92,247	3,249	93,430	3
10300	HEALTH INSURANCE	108,063	108,062	108,062	108,062	1,188	109,250	1
10325	DISABILITY INSURANCE	4,126	3,361	3,361	3,438	45	3,483	3
10350	LIFE INSURANCE	1,197	1,069	1,069	1,069	12	1,081	1
10375	DENTAL INSURANCE	8,098	8,099	8,099	10,783	118	10,901	34
10400	WORKERS COMP	4,903	4,843	4,843	4,764	115	4,806	0
10500	401(A) MATCH PLAN	6,240	7,985	6,075	7,985	97	8,082	1
10510	CERF-EMPLOYER PD CONTRIBUTION	2,914	3,200	245	0	0	0	0
	SUBTOTAL *****	1,356,253	1,405,707	1,400,105	1,434,199	47,289	1,452,349	3
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	30,763	26,845	29,500	17,679	0	17,679	34-
23000	OFFICE SUPPLIES	12,521	12,984	12,984	16,100	0	16,100	23
23001	PRINTING	417	800	800	800	0	800	0
23050	OTHER SUPPLIES	243	250	250	250	0	250	0
23200	AMMUNITION	260	275	275	275	0	275	0
23300	UNIFORMS	94	100	100	100	0	100	0
23850	MINOR EQUIP & TOOLS (<\$1000)	482	275	275	275	0	275	0
23855	FURNITURE/FIXTURE <\$1000	0	0	0	1,731	0	1,731	0
	SUBTOTAL *****	44,782	41,529	44,184	37,210	0	37,210	10-
	DUES TRAVEL & TRAINING							
37000	DUES & PROF CERTS/LICENSE	5,245	5,670	5,145	5,670	0	5,670	0
37200	SEMINARS/CONFEREN/MEETING	1,765	1,650	1,635	1,650	0	1,650	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	696	539	844	828	0	828	53
37230	MEALS & LODGING-TRAINING	2,109	2,945	2,474	2,945	0	2,945	0
	SUBTOTAL *****	9,815	10,804	10,098	11,093	0	11,093	2
	UTILITIES							
48000	TELEPHONES	9,541	11,264	10,500	10,448	0	10,448	7-
48050	CELLULAR TELEPHONES	902	1,068	900	996	0	996	6-
	SUBTOTAL *****	10,443	12,332	11,400	11,444	0	11,444	7-

Prosecuting Attorney Operations

1261 PROSECUTING ATTORNEY
100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
	VEHICLE EXPENSE							
59000	MOTORFUEL/GASOLINE	8,314	9,300	6,500	8,100	0	8,100	12-
59010	FUEL SURCHARGE - REIMB TO R&B	0	0	215	220	0	220	0
59030	MOTOR VEHICLE LICENSE FEE	99	50	50	100	0	100	100
59100	VEHICLE REPAIRS/MAINTENANCE	2,367	1,500	1,000	2,400	1,400-	1,000	33-
59105	TIRES	171	690	375	750	250-	500	27-
59110	MECHANICS CHARGE - REIMB R&B	0	0	578	650	0	650	0
59200	LOCAL MILEAGE	367	1,000	250	750	0	750	25-
	SUBTOTAL *****	11,319	12,540	8,968	12,970	1,650-	11,320	9-
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	3,452	3,566	4,294	4,209	1,675	5,884	65
60200	EQUIP REPAIRS/MAINTENANCE	145	300	150	300	0	300	0
	SUBTOTAL *****	3,598	3,866	4,444	4,509	1,675	6,184	59
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	30	0	0	0	0	0	0
71100	OUTSIDE SERVICES	666	1,000	250	1,000	0	1,000	0
71500	BUILDING USE/RENT CHARGE	152,599	121,073	121,073	150,525	0	150,525	24
71600	EQUIP LEASES & METER CHRG	127	71	60	60	0	60	15-
	SUBTOTAL *****	153,423	122,144	121,383	151,585	0	151,585	24
	FIXED ASSET ADDITIONS							
92300	REPLCMNT MACH & EQUIP	0	10,500	9,897	0	0	0	0
92400	REPLCMNT AUTO/TRUCKS	23,425	0	0	0	17,775	17,775	0
	SUBTOTAL *****	23,425	10,500	9,897	0	17,775	17,775	69
	TOTAL EXPENDITURES *****	1,613,061	1,619,422	1,610,479	1,663,010	65,089	1,698,960	4

1262 VICTIM WITNESS

100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
3411	FEDERAL GRANT REIMBURSE	63,145	63,519	67,592	69,780	0	69,780	9
	SUBTOTAL *****	63,145	63,519	67,592	69,780	0	69,780	9
	CHARGES FOR SERVICES							
3510	COPIES	25	0	591	0	0	0	0
	SUBTOTAL *****	25	0	591	0	0	0	0
	TOTAL REVENUES *****	63,170	63,519	68,183	69,780	0	69,780	9
	PERSONAL SERVICES							
10100	SALARIES & WAGES	129,469	156,885	137,406	137,159	14,460	145,511	7-
10110	OVERTIME	1,478	1,500	1,500	1,500	0	1,500	0
10120	HOLIDAY WORKED	195	200	200	200	0	200	0
10200	FICA	9,064	10,378	10,174	10,622	1,106	11,261	8
10300	HEALTH INSURANCE	14,250	14,250	14,250	14,250	0	14,250	0
10325	DISABILITY INSURANCE	397	317	317	336	28	364	14
10350	LIFE INSURANCE	158	141	141	141	0	141	0
10375	DENTAL INSURANCE	1,068	1,068	1,068	1,422	0	1,422	33
10400	WORKERS COMP	366	366	366	361	27	388	6
10500	401(A) MATCH PLAN	780	1,053	780	1,053	0	1,053	0
	SUBTOTAL *****	157,227	186,158	166,202	167,044	15,621	176,090	5-
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	407	318	235	262	0	262	17-
23000	OFFICE SUPPLIES	2,226	1,940	1,940	1,940	0	1,940	0
23001	PRINTING	218	250	250	250	0	250	0
23050	OTHER SUPPLIES	106	250	200	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	371	750	350	750	0	750	0
	SUBTOTAL *****	3,329	3,508	2,975	3,452	0	3,452	1-
	DUES TRAVEL & TRAINING							
37000	DUES & PROF CERTS/LICENSE	400	400	400	400	0	400	0
37200	SEMINARS/CONFEREN/MEETING	230	460	230	460	0	460	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	78	154	86	258	0	258	67
37230	MEALS & LODGING-TRAINING	350	758	227	833	0	833	9
	SUBTOTAL *****	1,058	1,772	943	1,951	0	1,951	10

Prosecuting Attorney Operations

1262 VICTIM WITNESS 100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
48000	UTILITIES TELEPHONES	1,624	1,890	1,750	1,690	0	1,690	10-
	SUBTOTAL *****	<u>1,624</u>	<u>1,890</u>	<u>1,750</u>	<u>1,690</u>	<u>0</u>	<u>1,690</u>	<u>10-</u>
	OTHER							
84010	RECEPTION/MEETINGS	79	150	148	150	0	150	0
84600	COURT COSTS	3,378	3,500	2,200	2,500	0	2,500	28-
84700	WITNESS EXPENSES	19,359	6,000	7,850	7,000	0	7,000	16
84800	TRANSCRIPTS-CRIMINAL	6,341	5,000	5,000	5,000	0	5,000	0
	SUBTOTAL *****	<u>29,159</u>	<u>14,650</u>	<u>15,198</u>	<u>14,650</u>	<u>0</u>	<u>14,650</u>	<u>0</u>
	TOTAL EXPENDITURES *****	192,399	207,978	187,068	188,787	15,621	197,833	4-

1264 PA RETIREMENT

100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
86790	OTHER MO PROSECUTOR'S RETIREMEN	7,752	7,752	7,752	7,752	0	7,752	0
	SUBTOTAL *****	<u>7,752</u>	<u>7,752</u>	<u>7,752</u>	<u>7,752</u>	<u>0</u>	<u>7,752</u>	<u>0</u>
	TOTAL EXPENDITURES *****	7,752	7,752	7,752	7,752	0	7,752	0

2600 PA TRAINING

260 PA TRAINING FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3540	CHARGES FOR SERVICES DEFENDANT CRT COSTS&RECOUPMENT	4,412	4,700	4,000	4,000	0	4,000	14-
	SUBTOTAL *****	<u>4,412</u>	<u>4,700</u>	<u>4,000</u>	<u>4,000</u>	<u>0</u>	<u>4,000</u>	<u>14-</u>
	INTEREST							
3711	INT-OVERNIGHT	3	2	2	2	0	2	0
3712	INT-LONG TERM INVEST	16	17	20	15	0	15	11-
3798	INC/DEC IN FV OF INVESTMENTS	6	11	5	0	0	0	0
	SUBTOTAL *****	<u>25</u>	<u>30</u>	<u>27</u>	<u>17</u>	<u>0</u>	<u>17</u>	<u>43-</u>
	TOTAL REVENUES *****	4,438	4,730	4,027	4,017	0	4,017	15-
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	1,770	1,610	1,700	1,380	0	1,380	14-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	587	588	736	828	0	828	40
37230	MEALS & LODGING-TRAINING	1,543	2,700	2,700	2,700	0	2,700	0
	SUBTOTAL *****	<u>3,901</u>	<u>4,898</u>	<u>5,136</u>	<u>4,908</u>	<u>0</u>	<u>4,908</u>	<u>0</u>
	TOTAL EXPENDITURES *****	3,901	4,898	5,136	4,908	0	4,908	0

Prosecuting Attorney Operations

2610 PA TAX COLLECTION

261 PA TAX COLLECTION FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3560	CHARGES FOR SERVICES COLLECTION FEES	72,650	70,000	90,000	90,000	0	90,000	28
	SUBTOTAL *****	72,650	70,000	90,000	90,000	0	90,000	28
	INTEREST							
3711	INT-OVERNIGHT	20	20	12	12	0	12	40-
3712	INT-LONG TERM INVEST	114	132	91	70	0	70	46-
3798	INC/DEC IN FV OF INVESTMENTS	36	63	0	21	0	21	66-
	SUBTOTAL *****	172	215	103	103	0	103	52-
	TOTAL REVENUES *****	72,823	70,215	90,103	90,103	0	90,103	28
	PERSONAL SERVICES							
10100	SALARIES & WAGES	62,907	64,064	66,399	73,894	0	73,894	15
10110	OVERTIME	3,514	2,900	2,900	2,900	0	2,900	0
10200	FICA	5,081	5,122	5,294	5,874	0	5,874	14
10300	HEALTH INSURANCE	0	7,125	7,125	8,312	0	8,312	16
10325	DISABILITY INSURANCE	0	166	166	195	0	195	17
10350	LIFE INSURANCE	0	70	70	82	0	82	17
10375	DENTAL INSURANCE	0	534	534	829	0	829	55
10400	WORKERS COMP	191	180	180	199	0	199	10
10500	401(A) MATCH PLAN	0	526	526	614	0	614	16
	SUBTOTAL *****	71,694	80,687	83,194	92,899	0	92,899	15
	MATERIALS & SUPPLIES							
22000	POSTAGE	1,444	1,400	1,700	1,700	0	1,700	21
22500	SUBSCRIPTIONS/PUBLICATIONS	407	332	350	350	0	350	5
23000	OFFICE SUPPLIES	916	1,000	1,000	1,000	0	1,000	0
23001	PRINTING	0	75	75	75	0	75	0
23050	OTHER SUPPLIES	0	50	50	50	0	50	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	100	50	100	0	100	0
23855	FURNITURE/FIXTURE <\$1000	0	0	0	577	0	577	0
	SUBTOTAL *****	2,769	2,957	3,225	3,852	0	3,852	30
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	19	100	50	100	0	100	0
	SUBTOTAL *****	19	100	50	100	0	100	0
	OTHER							
83922	OTO: TO SPECIAL REVENUE FUND	1,500	0	0	0	0	0	0
	SUBTOTAL *****	1,500	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	75,982	83,744	86,469	96,851	0	96,851	15

2620 PA CONTINGENCY

262 PA CONTINGENCY FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3569	CHARGES FOR SERVICES OTHER FEES	19,964	20,000	20,000	18,050	0	18,050	9-
	SUBTOTAL *****	19,964	20,000	20,000	18,050	0	18,050	9-
	TOTAL REVENUES *****	19,964	20,000	20,000	18,050	0	18,050	9-
	CONTRACTUAL SERVICES							
71105	LEGAL SERVICES	0	500	0	500	0	500	0
	SUBTOTAL *****	0	500	0	500	0	500	0
	OTHER							
84600	COURT COSTS	1,915	3,000	1,000	2,000	0	2,000	33-
84700	WITNESS EXPENSES	9,093	6,500	7,500	7,500	0	7,500	15
84800	TRANSCRIPTS-CRIMINAL	8,916	9,500	9,500	9,500	0	9,500	0
85400	CRIMINAL INVESTIGATION	74	500	50	500	0	500	0
	SUBTOTAL *****	19,999	19,500	18,050	19,500	0	19,500	0
	TOTAL EXPENDITURES *****	19,999	20,000	18,050	20,000	0	20,000	0

Prosecuting Attorney Operations

2630 PA BAD CHECK COLLECTIONS

263 PA BAD CHECK FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM FY BUD
3560	CHARGES FOR SERVICES COLLECTION FEES	57,233	56,000	39,500	39,500	0	39,500	29-
	SUBTOTAL *****	57,233	56,000	39,500	39,500	0	39,500	29-
3798	INTEREST INC/DEC IN FV OF INVESTMENTS	171	0	0	0	0	0	0
	SUBTOTAL *****	172	0	0	0	0	0	0
3892	MISCELLANEOUS DEPOSIT OVRAGE	32	25	25	25	0	25	0
	SUBTOTAL *****	32	25	25	25	0	25	0
3917	OTHER FINANCING SOURCES OTI: FROM SPECIAL REVENUE FUND	1,500	0	0	0	0	0	0
	SUBTOTAL *****	1,500	0	0	0	0	0	0
	TOTAL REVENUES *****	58,937	56,025	39,525	39,525	0	39,525	29-
10100	PERSONAL SERVICES SALARIES & WAGES	34,821	34,417	30,994	27,578	15,465-	12,113	64-
10110	OVERTIME	1,146	900	1,000	1,000	0	1,000	11
10200	FICA	2,722	2,701	2,426	2,186	1,183-	1,003	62-
10300	HEALTH INSURANCE	10,687	3,562	3,562	2,375	1,188-	1,187	66-
10325	DISABILITY INSURANCE	164	99	99	79	45-	34	65-
10350	LIFE INSURANCE	122	35	35	23	12-	11	68-
10375	DENTAL INSURANCE	801	267	267	237	118-	119	55-
10400	WORKERS COMP	105	95	95	74	42-	32	66-
10500	401(A) MATCH PLAN	378	263	97	175	97-	78	70-
	SUBTOTAL *****	50,949	42,339	38,575	33,727	18,150-	15,577	63-
22000	MATERIALS & SUPPLIES POSTAGE	1,009	950	710	710	0	710	25-
23000	OFFICE SUPPLIES	1,217	500	500	500	0	500	0
23001	PRINTING	231	300	300	300	0	300	0
23050	OTHER SUPPLIES	0	50	50	50	0	50	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	100	50	50	0	50	50-
	SUBTOTAL *****	2,458	1,900	1,610	1,610	0	1,610	15-
37000	DUES TRAVEL & TRAINING DUES & PROF CERTS/LICENSE	430	0	0	0	0	0	0
	SUBTOTAL *****	430	0	0	0	0	0	0
60050	EQUIP & BLDG MAINTENANCE EQUIP SERVICE CONTRACT	502	502	1,675	0	0	0	0
	SUBTOTAL *****	502	502	1,675	0	0	0	0
86896	OTHER DEPOSIT SHORTAGE	0	5	0	5	0	5	0
	SUBTOTAL *****	0	5	0	5	0	5	0
	TOTAL EXPENDITURES *****	54,340	44,746	41,860	35,342	18,150-	17,192	61-

Prosecuting Attorney Operations

2640 PA FORFEITURE MONEY

264 PA FORFEITURE FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
	INTEREST							
3711	INT-OVERNIGHT	6	9	3	3	0	3	66-
3712	INT-LONG TERM INVEST	41	63	16	21	0	21	66-
3798	INC/DEC IN FV OF INVESTMENTS	16	30	5	0	0	0	0
	SUBTOTAL *****	64	102	24	24	0	24	76-
	MISCELLANEOUS							
3835	SALE OF COUNTY FIXED ASSET	116	0	0	0	0	0	0
	SUBTOTAL *****	116	0	0	0	0	0	0
	TOTAL REVENUES *****	181	102	24	24	0	24	76-
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	0	575	0	575	0	575	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	0	750	0	750	0	750	0
37230	MEALS & LODGING-TRAINING	0	750	0	750	0	750	0
	SUBTOTAL *****	0	2,075	0	2,075	0	2,075	0
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	1,000	0	1,000	0	1,000	0
	SUBTOTAL *****	0	1,000	0	1,000	0	1,000	0
	FIXED ASSET ADDITIONS							
91300	MACHINERY & EQUIPMENT	2,744	0	0	0	0	0	0
91301	COMPUTER HARDWARE	2,012	0	0	0	0	0	0
91302	COMPUTER SOFTWARE	206	0	0	0	0	0	0
92301	REPLC COMPUTER HDWR	3,234	0	0	0	0	0	0
92302	REPLC COMPUTER SOFTWARE	718	0	0	0	0	0	0
	SUBTOTAL *****	8,916	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	8,916	3,075	0	3,075	0	3,075	0

2903 PROSECUTING ATTRNY-LE SALES TX

290 LAW ENFORCEMENT SERVICES FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
	PERSONAL SERVICES							
10100	SALARIES & WAGES	215,538	240,388	236,220	246,611	6,000	246,611	2
10110	OVERTIME	2,561	3,500	4,200	4,200	0	4,200	20
10120	HOLIDAY WORKED	0	0	109	0	0	0	0
10200	FICA	16,551	18,581	18,264	19,187	459	19,187	3
10300	HEALTH INSURANCE	22,562	23,750	23,750	23,750	0	23,750	0
10325	DISABILITY INSURANCE	832	699	699	715	0	715	2
10350	LIFE INSURANCE	250	235	235	235	0	235	0
10375	DENTAL INSURANCE	1,691	1,780	1,780	2,370	0	2,370	33
10400	WORKERS COMP	650	659	659	652	16	652	1-
10500	401(A) MATCH PLAN	1,155	1,755	1,350	1,755	0	1,755	0
10510	CERF-EMPLOYER PD CONTRIBUTION	1,367	1,560	1,378	0	0	1,560	0
	SUBTOTAL *****	263,160	292,907	288,644	299,475	6,475	301,035	2
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	591	1,000	1,000	1,000	0	1,000	0
23855	FURNITURE/FIXTURE <\$1000	0	0	580	0	0	0	0
	SUBTOTAL *****	591	1,000	1,580	1,000	0	1,000	0
	DUES TRAVEL & TRAINING							
37000	DUES & PROF CERTS/LICENSE	1,230	1,180	1,180	1,180	0	1,180	0
37200	SEMINARS/CONFEREN/MEETING	535	460	460	460	0	460	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	206	154	270	352	0	352	128
37230	MEALS & LODGING-TRAINING	742	600	731	900	0	900	50
	SUBTOTAL *****	2,714	2,394	2,641	2,892	0	2,892	20
	UTILITIES							
48000	TELEPHONES	1,972	2,340	1,850	1,980	0	1,980	15-
	SUBTOTAL *****	1,972	2,340	1,850	1,980	0	1,980	15-
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	268,438	298,641	294,715	305,347	6,475	306,907	2

Prosecuting Attorney Operations

2971 PA - VIOLENCE AGAINST WOMEN

297 RECOVERY ACT GRANTS - REIMB

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
3411	FEDERAL GRANT REIMBURSE	37,118	0	0	0	0	0	0
	SUBTOTAL *****	<u>37,118</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL REVENUES *****	37,118	0	0	0	0	0	0
	PERSONAL SERVICES							
10100	SALARIES & WAGES	31,069	0	0	0	0	0	0
10200	FICA	2,304	0	0	0	0	0	0
10300	HEALTH INSURANCE	3,168	0	0	0	0	0	0
10325	DISABILITY INSURANCE	108	0	0	0	0	0	0
10350	LIFE INSURANCE	35	0	0	0	0	0	0
10375	DENTAL INSURANCE	240	0	0	0	0	0	0
10400	WORKERS COMP	101	0	0	0	0	0	0
10500	401(A) MATCH PLAN	135	0	0	0	0	0	0
	SUBTOTAL *****	<u>37,161</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES *****	37,161	0	0	0	0	0	0

Decimal values have been truncated.

Child Support Enforcement

Annual Budget

1263 IV-D

100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3465	INTERGOVERNMENTAL REVENUE FEDERAL REIMBURSE EXPENSES	379,131	388,909	388,909	226,000	0	226,000	41-
	SUBTOTAL *****	379,131	388,909	388,909	226,000	0	226,000	41-
3826	MISCELLANEOUS PRIOR YEAR COST REPAYMENT	0	0	59	0	0	0	0
	SUBTOTAL *****	0	0	59	0	0	0	0
	TOTAL REVENUES *****	379,131	388,909	388,968	226,000	0	226,000	41-
10100	PERSONAL SERVICES SALARIES & WAGES	248,930	263,142	263,158	144,783	3,000	144,783	44-
10110	OVERTIME	22	0	19	0	0	0	0
10200	FICA	16,961	20,130	18,375	11,075	230	11,075	44-
10300	HEALTH INSURANCE	34,041	33,250	33,250	14,250	0	14,250	57-
10325	DISABILITY INSURANCE	927	763	763	419	0	419	45-
10350	LIFE INSURANCE	369	329	329	141	0	141	57-
10375	DENTAL INSURANCE	2,551	2,492	2,492	1,422	0	1,422	42-
10400	WORKERS COMP	780	710	710	376	8	376	47-
10500	401 (A) MATCH PLAN	1,845	2,457	1,560	1,053	0	1,053	57-
10600	UNEMPLOYMENT BENEFITS	4,170	2,230	2,230	0	0	0	0
	SUBTOTAL *****	310,598	325,503	322,886	173,519	3,238	173,519	46-
22000	MATERIALS & SUPPLIES POSTAGE	1,100	1,700	900	900	0	900	47-
22500	SUBSCRIPTIONS/PUBLICATIONS	489	500	500	600	0	600	20
23000	OFFICE SUPPLIES	2,326	4,334	4,334	3,288	0	3,288	24-
23001	PRINTING	0	550	550	0	0	0	0
23850	MINOR EQUIP & TOOLS (<\$1000)	597	300	300	300	0	300	0
	SUBTOTAL *****	4,513	7,384	6,584	5,088	0	5,088	31-
37000	DUES TRAVEL & TRAINING DUES & PROF CERTS/LICENSE	150	515	430	610	0	610	18
37200	SEMINARS/CONFEREN/MEETING	940	330	330	520	0	520	57
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	88	580	300	200	0	200	65-
37230	MEALS & LODGING-TRAINING	212	700	500	219	0	219	68-
	SUBTOTAL *****	1,391	2,125	1,560	1,549	0	1,549	27-
48000	UTILITIES TELEPHONES	3,845	4,530	4,300	2,700	0	2,700	40-
48002	DATA COMMUNICATIONS	0	1,040	1,040	1,040	0	1,040	0
48100	NATURAL GAS	943	3,000	2,300	2,200	0	2,200	26-
48200	ELECTRICITY	4,274	5,700	3,800	4,487	0	4,487	21-
48300	WATER	186	264	250	240	0	240	9-
48400	SOLID WASTE	527	504	504	600	0	600	19
48500	STORM WATER UTILITY	4	0	48	48	0	48	0
48600	SEWER USE	280	226	360	360	0	360	59
	SUBTOTAL *****	10,062	15,264	12,602	11,675	0	11,675	23-
60050	EQUIP & BLDG MAINTENANCE EQUIP SERVICE CONTRACT	1,596	1,350	1,350	1,350	0	1,350	0
60125	CUSTODIAL/JANITORIAL SERV	6,000	6,000	6,000	6,000	0	6,000	0
60200	EQUIP REPAIRS/MAINTENANCE	187	200	200	200	0	200	0
	SUBTOTAL *****	7,783	7,550	7,550	7,550	0	7,550	0
70050	CONTRACTUAL SERVICES SOFTWARE SERVICE CONTRACT	915	1,860	1,860	2,070	0	2,070	11
71000	INSURANCE AND BONDS	93	145	45	50	0	50	65-
71100	OUTSIDE SERVICES	1,552	2,500	2,000	5,289	0	5,289	111
71500	BUILDING USE/RENT CHARGE	13,801	13,208	13,208	12,760	0	12,760	3-
	SUBTOTAL *****	16,362	17,713	17,113	20,169	0	20,169	13
91302	FIXED ASSET ADDITIONS COMPUTER SOFTWARE	74	0	0	0	0	0	0
	SUBTOTAL *****	74	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	350,786	375,539	368,295	219,550	3,238	219,550	41-

Decimal values have been truncated.

2014 BUDGET

Boone County Missouri



Dan Atwill
Presiding Commissioner

Karen M. Miller
District I Commissioner

Janet M. Thompson
District II Commissioner

June E. Pitchford, CPA
Boone County Auditor
Budget Officer

Prosecuting Attorney Summary

Budget Summary

Fund	Dept	Department Name	2012	2013	2014	2014	2014	2014
			Actual	Estimated	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
Prosecuting Attorney Operations								
100	1261	Prosecuting Attorney	\$ 1,599,928	\$ 1,693,439	\$ 1,547,740	\$ 214,628	\$ 9,620	\$ 1,771,988
100	1262	Victim Witness	184,675	193,768	188,110	21,876	1,600	211,586
100	1264	PA Retirement	7,752	7,752	-	7,752	-	7,752
260	2600	PA Training	4,897	4,937	-	5,385	-	5,385
261	2610	PA Tax Collection	84,854	97,470	88,133	3,658	-	91,791
262	2620	PA Contingency	11,920	11,500	-	20,000	-	20,000
263	2630	PA Bad Check Collections	39,932	16,665	13,015	1,585	-	14,600
264	2640	PA Forfeiture Money	-	-	-	3,075	-	3,075
265	2650	PA Admin Handling Cost	-	-	-	17,500	-	17,500
290	2903	PA-Law Enf Sales Tax	292,675	304,305	300,585	5,992	-	306,577
		Subtotal	<u>2,226,633</u>	<u>2,329,836</u>	<u>2,137,583</u>	<u>301,451</u>	<u>11,220</u>	<u>2,450,254</u>
Child Support Enforcement								
100	1263	IV-D Child Support	357,920	223,945	181,742	45,542	-	227,284
		Subtotal	<u>357,920</u>	<u>223,945</u>	<u>181,742</u>	<u>45,542</u>	<u>-</u>	<u>227,284</u>
		Total	<u>\$ 2,584,553</u>	<u>\$ 2,553,781</u>	<u>\$ 2,319,325</u>	<u>\$ 346,993</u>	<u>\$ 11,220</u>	<u>\$ 2,677,538</u>

Prosecuting Attorney Summary

Personnel Summary

Position Title			Departmental Funding Source						2014 Total	Change
	2012	2013	Full-time Equivalent Positions							
			Dept. 1261	Dept. 1262	Dept. 1263	Dept. 2610	Dept. 2630	Dept. 2903		
Prosecuting Attorney										
Operations:										
Prosecuting Attorney (Elected)	1.00	1.00	1.00	-	-	-	-	-	1.00	-
First Assistant Prosecuting Attorney	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Assistant Prosecuting Attorney I	10.00	10.00	8.00	-	-	-	-	2.00	10.00	-
Chief Investigator	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Investigator	3.00	3.00	1.00	-	-	-	-	2.00	3.00	-
Office Administrator	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Witness Location Investigator	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Legal Secretary	7.00	7.00	6.00	-	-	-	-	1.00	7.00	-
Criminal Investigations Specialist	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Office Specialist	1.00	1.00	1.00	-	-	-	-	-	1.00	-
Crime Victim Specialist	1.00	2.00	-	2.00	-	-	-	-	2.00	-
Victim Assistant	1.00	-	-	-	-	-	-	-	-	-
Witness Coordinator	1.00	1.00	-	1.00	-	-	-	-	1.00	-
Case Specialist	0.48	0.48	-	0.48	-	-	-	-	0.48	-
Bad Check /Tax Administrator	1.00	1.00	-	-	-	0.75	0.25	-	1.00	-
Account Specialist	2.00	2.00	1.00	-	-	1.00	-	-	2.00	-
Restitution Assistant	-	-	1.00	-	-	-	-	-	1.00	b 1.00
Account Specialist PT Pool	0.25	0.25	-	-	-	0.25	-	-	0.25	-
Subtotal	33.73	33.73	24.00	3.48	-	2.00	0.25	5.00	34.73	1.00
Child Support Enforcement:										
Assistant Prosecuting Attorney I	1.00	1.00	-	-	1.00	-	-	-	1.00	-
Child Support Budget Administrator	1.00	1.00	-	-	1.00	-	-	-	1.00	-
Child Support Technician	4.00	1.00	a	-	1.00	-	-	-	1.00	-
Legal Secretary	1.00	-	a	-	-	-	-	-	-	-
Receptionist	-	-	-	-	-	-	-	-	-	-
Subtotal	7.00	3.00	-	-	3.00	-	-	-	3.00	-
Total FTEs	40.73	36.73	24.00	3.48	3.00	2.00	0.25	5.00	37.73	1.00
Overtime	\$ 28,800	\$ 29,600	\$ 20,000	\$1,000	\$ -	\$ 2,500	\$ 1,000	\$ 1,500	\$ 26,000	\$ (3,600)

a) 4.0 FTEs reduced due to budget reductions

b) 1.0 FTE Restitution Assistant added

Prosecuting Attorney Operations

Annual Budget

1261 PROSECUTING ATTORNEY

100 GENERAL FUND

ACCT	DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	74,951	78,191	78,303	82,350	0	82,350	5
	SUBTOTAL *****	74,951	78,191	78,303	82,350	0	82,350	5
CHARGES FOR SERVICES								
3528	REIMB PERSONNEL/PROJECTS	25,882	25,852	26,521	26,665	17,500	44,165	70
3560	COLLECTION FEES	90,688	90,000	116,000	100,000	0	100,000	11
3574	P.A. FEES	110,551	110,000	110,000	110,000	0	110,000	0
	SUBTOTAL *****	227,121	225,852	252,521	236,665	17,500	254,165	13
MISCELLANEOUS								
3835	SALE OF COUNTY FIXED ASSET	0	2,639	1,316	0	0	0	100-
	SUBTOTAL *****	0	2,639	1,316	0	0	0	100-
	TOTAL REVENUES *****	302,072	306,682	332,140	319,015	17,500	336,515	10
PERSONAL SERVICES								
10100	SALARIES & WAGES	1,151,295	1,201,066	1,198,004	1,245,018	30,191	1,275,209	6
10110	OVERTIME	20,490	20,000	25,000	20,000	0	20,000	0
10120	HOLIDAY WORKED	286	250	400	250	0	250	0
10200	FICA	86,992	93,430	91,779	96,793	2,310	99,103	6
10300	HEALTH INSURANCE	108,062	109,250	109,250	114,701	4,987	119,688	9
10325	DISABILITY INSURANCE	3,309	3,483	3,483	3,610	88	3,698	6
10350	LIFE INSURANCE	1,045	1,081	1,081	1,081	47	1,128	4
10375	DENTAL INSURANCE	8,099	10,901	10,901	11,500	500	12,000	10
10400	WORKERS COMP	4,843	4,806	4,004	3,997	57	4,054	15-
10500	401 (A) MATCH PLAN	6,060	8,082	6,060	11,960	650	12,610	56
10510	CERF-EMPLOYER PD CONTRIBUTION	245	0	0	0	0	0	0
	SUBTOTAL *****	1,390,726	1,452,349	1,449,962	1,508,910	38,830	1,547,740	7
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	32,744	17,679	19,400	17,061	0	17,061	3-
23000	OFFICE SUPPLIES	10,512	16,100	16,100	15,480	0	15,480	3-
23001	PRINTING	443	800	800	700	0	700	12-
23050	OTHER SUPPLIES	252	250	250	250	0	250	0
23200	AMMUNITION	0	275	275	275	0	275	0
23300	UNIFORMS	79	100	100	100	0	100	0
23850	MINOR EQUIP & TOOLS (<\$1000)	448	275	351	275	0	275	0
23855	FURNITURE/FIXTURE <\$1000	0	1,731	1,200	0	0	0	100-
	SUBTOTAL *****	44,478	37,210	38,476	34,141	0	34,141	8-
DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	5,145	5,670	5,475	5,545	0	5,545	2-
37200	SEMINARS/CONFEREN/MEETING	1,635	1,705	1,865	1,740	0	1,740	2
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	935	828	1,097	837	0	837	1
37230	MEALS & LODGING-TRAINING	2,740	2,945	2,945	2,808	0	2,808	4-
	SUBTOTAL *****	10,455	11,148	11,382	10,930	0	10,930	2-

Prosecuting Attorney Operations

UTILITIES								
48000	TELEPHONES	9,754	10,449	9,900	10,500	0	10,500	0
48050	CELLULAR TELEPHONES	956	996	975	972	0	972	2-
SUBTOTAL *****		10,710	11,444	10,875	11,472	0	11,472	0-
VEHICLE EXPENSE								
59000	MOTORFUEL/GASOLINE	6,501	8,045	6,000	6,000	0	6,000	25-
59010	FUEL SURCHARGE - REIMB TO R&B	207	220	200	200	0	200	9-
59025	MOTOR VEHICLE TITLE EXP	0	0	11	0	0	0	0
59030	MOTOR VEHICLE LICENSING EXP	56	100	99	50	0	50	50-
59100	VEHICLE REPAIRS/MAINTENANCE	790	1,000	500	1,000	0	1,000	0
59105	TIRES	14	500	500	500	0	500	0
59110	MECHANICS CHARGE - REIMB R&B	622	650	400	500	0	500	23-
59200	LOCAL MILEAGE	144	750	250	500	0	500	33-
SUBTOTAL *****		8,334	11,265	7,960	8,750	0	8,750	22-
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	4,198	5,884	6,600	6,043	0	6,043	2
60200	EQUIP REPAIRS/MAINTENANCE	0	300	300	300	0	300	0
SUBTOTAL *****		4,198	6,184	6,900	6,343	0	6,343	3
CONTRACTUAL SERVICES								
71100	OUTSIDE SERVICES	0	1,000	500	1,000	0	1,000	0
71500	BUILDING USE/RENT CHARGE	121,073	150,525	150,525	141,932	0	141,932	5-
71600	EQUIP LEASES & METER CHR	59	60	60	60	0	60	0
SUBTOTAL *****		121,132	151,585	151,085	142,992	0	142,992	6-
FIXED ASSET ADDITIONS								
92100	REPLCMNT FURN & FIXTURES	0	0	0	0	9,620	9,620	0
92300	REPLCMNT MACH & EQUIP	9,897	0	0	0	0	0	0
92400	REPLCMNT AUTO/TRUCKS	0	17,775	16,799	0	0	0	100-
SUBTOTAL *****		9,897	17,775	16,799	0	9,620	9,620	46-
TOTAL EXPENDITURES *****		1,599,930	1,698,960	1,693,439	1,723,538	48,450	1,771,988	4

1262 VICTIM WITNESS

100 GENERAL FUND

ACCT	DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	\$CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	68,770	69,780	71,971	78,027	0	78,027	11
SUBTOTAL *****		68,770	69,780	71,971	78,027	0	78,027	12
CHARGES FOR SERVICES								
3510	COPIES	619	0	0	0	0	0	0
SUBTOTAL *****		619	0	0	0	0	0	0
TOTAL REVENUES *****		69,389	69,780	71,971	78,027	0	78,027	12
PERSONAL SERVICES								
10100	SALARIES & WAGES	139,677	145,511	146,933	156,041	0	156,041	7
10110	OVERTIME	660	1,500	500	1,000	0	1,000	33-
10120	HOLIDAY WORKED	0	200	100	200	0	200	0
10200	FICA	10,055	11,261	10,793	12,028	0	12,028	6
10300	HEALTH INSURANCE	14,250	14,250	14,250	14,961	0	14,961	4
10325	DISABILITY INSURANCE	316	364	364	381	0	381	4
10350	LIFE INSURANCE	133	141	141	141	0	141	0
10375	DENTAL INSURANCE	1,068	1,422	1,422	1,500	0	1,500	5
10400	WORKERS COMP	366	388	328	298	0	298	23-
10500	401(A) MATCH PLAN	750	1,053	780	1,560	0	1,560	48
SUBTOTAL *****		167,275	176,090	175,611	188,110	0	188,110	7
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	244	262	155	132	0	132	49-
23000	OFFICE SUPPLIES	2,180	1,940	2,010	2,000	0	2,000	3
23001	PRINTING	71	250	250	250	0	250	0
23050	OTHER SUPPLIES	414	250	250	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	453	750	750	750	0	750	0
SUBTOTAL *****		3,362	3,452	3,415	3,382	0	3,382	2-

Prosecuting Attorney Operations

DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	400	400	475	475	0	475	18
37200	SEMINARS/CONFEREN/MEETING	185	460	440	580	0	580	26
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	91	258	262	178	0	178	31-
37230	MEALS & LODGING-TRAINING	223	833	765	936	0	936	12
SUBTOTAL *****		899	1,951	1,942	2,169	0	2,169	11
UTILITIES								
48000	TELEPHONES	1,485	1,690	1,650	1,675	0	1,675	0
SUBTOTAL *****		1,485	1,690	1,650	1,675	0	1,675	1-
OTHER								
84010	RECEPTION/MEETINGS	148	150	150	150	0	150	0
84600	COURT COSTS	1,209	2,500	1,500	2,500	0	2,500	0
84700	WITNESS EXPENSES	7,330	7,000	5,500	7,000	0	7,000	0
84800	TRANSCRIPTS-CRIMINAL	2,967	5,000	4,000	5,000	0	5,000	0
SUBTOTAL *****		11,654	14,650	11,150	14,650	0	14,650	0
FIXED ASSET ADDITIONS								
92100	REPLCMNT FURN & FIXTURES	0	0	0	0	1,600	1,600	0
SUBTOTAL *****		0	0	0	0	1,600	1,600	0
TOTAL EXPENDITURES *****		184,675	197,833	193,768	209,986	1,600	211,586	7

1264 PA RETIREMENT

100 GENERAL FUND

ACCT DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD	
OTHER								
86790	MO PROSECUTOR'S RETIREMEN	7,752	7,752	7,752	7,752	0	7,752	0
SUBTOTAL *****		7,752	7,752	7,752	7,752	0	7,752	0
FIXED ASSET ADDITIONS								
92301	REPLC COMPUTER HDWR	0	0	3,294	0	0	0	0
SUBTOTAL *****		0	0	3,294	0	0	0	0
TOTAL EXPENDITURES *****		7,752	7,752	11,046	7,752	0	7,752	0

2600 PA TRAINING

260 PA TRAINING FUND

ACCT DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD	
CHARGES FOR SERVICES								
3540	DEFENDANT CRT COSTS&RECOUPMENT	3,975	4,000	4,000	4,000	0	4,000	0
SUBTOTAL *****		3,975	4,000	4,000	4,000	0	4,000	0
INTEREST								
3711	INT-OVERNIGHT	2	2	2	2	0	2	0
3712	INT-LONG TERM INVEST	14	15	15	15	0	15	0
3798	INC/DEC IN FV OF INVESTMENTS	3	0	-15	0	0	0	0
SUBTOTAL *****		19	17	2	17	0	17	0
TOTAL REVENUES *****		3,994	4,017	4,002	4,017	0	4,017	0
DUES TRAVEL & TRAINING								
37200	SEMINARS/CONFEREN/MEETING	1,879	1,410	1,859	1,740	0	1,740	23
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	638	828	463	837	0	837	1
37230	MEALS & LODGING-TRAINING	2,380	2,700	2,615	2,808	0	2,808	4
SUBTOTAL *****		4,897	4,938	4,937	5,385	0	5,385	9
TOTAL EXPENDITURES *****		4,897	4,938	4,937	5,385	0	5,385	9

Prosecuting Attorney Operations

2620 PA CONTINGENCY

262 PA CONTINGENCY FUND

ACCT	DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES								
3569	OTHER FEES	19,999	18,050	11,920	11,501	0	11,501	36-
	SUBTOTAL *****	19,999	18,050	11,920	11,501	0	11,501	36-
	TOTAL REVENUES *****	19,999	18,050	11,920	11,501	0	11,501	36-
CONTRACTUAL SERVICES								
71105	LEGAL SERVICES	0	500	0	500	0	500	0
	SUBTOTAL *****	0	500	0	500	0	500	0
OTHER								
84600	COURT COSTS	1,080	2,000	1,000	2,000	0	2,000	0
84700	WITNESS EXPENSES	5,088	7,500	3,000	7,500	0	7,500	0
84800	TRANSCRIPTS-CRIMINAL	5,753	9,500	7,500	9,500	0	9,500	0
85400	CRIMINAL INVESTIGATION	0	500	0	500	0	500	0
	SUBTOTAL *****	11,921	19,500	11,500	19,500	0	19,500	0
	TOTAL EXPENDITURES *****	11,921	20,000	11,500	20,000	0	20,000	0

2630 PA BAD CHECK COLLECTIONS

263 PA BAD CHECK FUND

ACCT	DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES								
3560	COLLECTION FEES	37,729	39,500	30,000	30,000	0	30,000	24-
	SUBTOTAL *****	37,729	39,500	30,000	30,000	0	30,000	24-
MISCELLANEOUS								
3892	DEPOSIT OVERAGE	28	25	25	25	0	25	0
	SUBTOTAL *****	28	25	25	25	0	25	0
	TOTAL REVENUES *****	37,757	39,525	30,025	30,025	0	30,025	24-
PERSONAL SERVICES								
10100	SALARIES & WAGES	30,774	12,113	11,732	9,612	0	9,612	20-
10110	OVERTIME	917	1,000	1,000	1,000	0	1,000	0
10200	FICA	2,395	1,003	956	811	0	811	19-
10300	HEALTH INSURANCE	3,562	1,187	1,187	1,246	0	1,246	4
10325	DISABILITY INSURANCE	91	34	34	27	0	27	20-
10350	LIFE INSURANCE	34	11	11	11	0	11	0
10375	DENTAL INSURANCE	267	119	119	125	0	125	5
10400	WORKERS COMP	95	32	25	20	0	20	37-
10500	401(A) MATCH PLAN	98	78	101	130	0	163	108
	SUBTOTAL *****	38,233	15,577	15,165	12,982	0	13,015	16-
MATERIALS & SUPPLIES								
22000	POSTAGE	681	710	600	650	0	650	8-
23000	OFFICE SUPPLIES	378	500	500	500	0	500	0
23001	PRINTING	203	300	300	330	0	330	10
23050	OTHER SUPPLIES	0	50	50	50	0	50	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	50	50	50	0	50	0
	SUBTOTAL *****	1,262	1,610	1,500	1,580	0	1,580	2-
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	438	0	0	0	0	0	0
	SUBTOTAL *****	438	0	0	0	0	0	0
OTHER								
86896	DEPOSIT SHORTAGE	0	5	0	5	0	5	0
	SUBTOTAL *****	0	5	0	5	0	5	0
	TOTAL EXPENDITURES *****	39,933	17,192	16,665	14,567	0	14,600	15-

Prosecuting Attorney Operations

2640 PA FORFEITURE MONEY

264 PA FORFEITURE FUND

ACCT DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
INTEREST							
3711 INT-OVERNIGHT	3	3	3	3	0	3	0
3712 INT-LONG TERM INVEST	18	21	27	25	0	25	19
3798 INC/DEC IN FV OF INVESTMENTS	3	0	-60	0	0	0	0
SUBTOTAL *****	24	24	-30	28	0	28	17
TOTAL REVENUES *****	24	24	-30	28	0	28	17
DUES TRAVEL & TRAINING							
37200 SEMINARS/CONFERENCE/MEETING	0	575	0	575	0	575	0
37220 TRAVEL (AIRFARE, MILEAGE, ETC)	0	750	0	750	0	750	0
37230 MEALS & LODGING-TRAINING	0	750	0	750	0	750	0
SUBTOTAL *****	0	2,075	0	2,075	0	2,075	0
CONTRACTUAL SERVICES							
71100 OUTSIDE SERVICES	0	1,000	0	1,000	0	1,000	0
SUBTOTAL *****	0	1,000	0	1,000	0	1,000	0
TOTAL EXPENDITURES *****	0	3,075	0	3,075	0	3,075	0

2650 PA ADMIN HANDLING COST

265 PA ADMIN HANDLING COST FUND

ACCT DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
CHARGES FOR SERVICES							
3560 COLLECTION FEES	0	0	2,300	17,500	0	17,500	0
SUBTOTAL *****	0	0	2,300	17,500	0	17,500	0
TOTAL REVENUES *****	0	0	2,300	17,500	0	17,500	0
CONTRACTUAL SERVICES							
71101 PROFESSIONAL SERVICES	0	0	0	17,500	0	17,500	0
SUBTOTAL *****	0	0	0	17,500	0	17,500	0
TOTAL EXPENDITURES *****	0	0	0	17,500	0	17,500	0

2903 PROSECUTING ATTRNY-LE SALES TX

290 LAW ENFORCEMENT SERVICES FUND

ACCT DESCRIPTION	2012 ACTUAL	2013 BUDGET + REVISIONS	2013 PROJECTED	2014 CORE REQUEST	2014 SUPPLEMENTAL REQUEST	2014 ADOPTED BUDGET	%CHG FROM PY BUD
PERSONAL SERVICES							
10100 SALARIES & WAGES	236,307	246,611	248,517	247,594	0	247,594	0
10110 OVERTIME	3,027	4,200	1,200	1,500	0	1,500	64-
10120 HOLIDAY WORKED	109	0	61	0	0	0	0
10200 FICA	18,123	19,187	18,338	19,055	0	19,055	0
10300 HEALTH INSURANCE	23,750	23,750	23,750	24,935	0	24,935	4
10325 DISABILITY INSURANCE	680	715	715	718	0	718	0
10350 LIFE INSURANCE	228	235	235	235	0	235	0
10375 DENTAL INSURANCE	1,780	2,370	2,370	2,500	0	2,500	5
10400 WORKERS COMP	659	652	519	473	0	473	27-
10500 401(A) MATCH PLAN	1,395	1,755	1,935	2,600	0	3,575	103
10510 CERF-EMPLOYER PD CONTRIBUTION	1,391	1,560	1,328	0	0	0	100-
SUBTOTAL *****	287,449	301,035	298,968	299,610	0	300,585	0
MATERIALS & SUPPLIES							
23000 OFFICE SUPPLIES	999	1,000	1,000	1,000	0	1,000	0
SUBTOTAL *****	999	1,000	1,000	1,000	0	1,000	0

Prosecuting Attorney Operations

DUES TRAVEL & TRAINING								
37000	DUES & PROF CERTIFCTN/LICENSE	1,180	1,180	905	1,180	0	1,180	0
37200	SEMINARS/CONFEREN/MEETING	460	460	405	580	0	580	26
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	177	352	346	352	0	352	0
37230	MEALS & LODGING-TRAINING	516	900	781	936	0	936	4
	SUBTOTAL *****	<u>2,333</u>	<u>2,892</u>	<u>2,437</u>	<u>3,048</u>	<u>0</u>	<u>3,048</u>	<u>5</u>
UTILITIES								
48000	TELEPHONES	1,895	1,980	1,900	1,920	0	1,920	3-
	SUBTOTAL *****	<u>1,895</u>	<u>1,980</u>	<u>1,900</u>	<u>1,920</u>	<u>0</u>	<u>1,920</u>	<u>3-</u>
CONTRACTUAL SERVICES								
71101	PROFESSIONAL SERVICES	0	0	0	24	0	24	0
	SUBTOTAL *****	<u>0</u>	<u>0</u>	<u>0</u>	<u>24</u>	<u>0</u>	<u>24</u>	<u>0</u>
	TOTAL EXPENDITURES *****	292,676	306,907	304,305	305,602	0	306,577	0

Decimal values have been truncated.

Child Support Enforcement

Annual Budget

1263 IV-D

100 GENERAL FUND

ACCT	DESCRIPTION	2011 ACTUAL	2012 BUDGET + REVISIONS	2012 PROJECTED	2013 CORE REQUEST	2013 SUPPLEMENTAL REQUEST	2013 ADOPTED BUDGET	%CHG FROM PY BUD
3465	INTERGOVERNMENTAL REVENUE FEDERAL REIMBURSE EXPENSES	379,131	388,909	388,909	226,000	0	226,000	41-
	SUBTOTAL *****	379,131	388,909	388,909	226,000	0	226,000	41-
3826	MISCELLANEOUS PRIOR YEAR COST REPAYMENT	0	0	59	0	0	0	0
	SUBTOTAL *****	0	0	59	0	0	0	0
	TOTAL REVENUES *****	379,131	388,909	388,968	226,000	0	226,000	41-
10100	PERSONAL SERVICES SALARIES & WAGES	248,930	263,142	263,158	144,783	3,000	144,783	44-
10110	OVERTIME	22	0	19	0	0	0	0
10200	FICA	16,961	20,130	18,375	11,075	230	11,075	44-
10300	HEALTH INSURANCE	34,041	33,250	33,250	14,250	0	14,250	57-
10325	DISABILITY INSURANCE	927	763	763	419	0	419	65-
10350	LIFE INSURANCE	369	329	329	141	0	141	57-
10375	DENTAL INSURANCE	2,551	2,492	2,492	1,422	0	1,422	42-
10400	WORKERS COMP	780	710	710	376	8	376	47-
10500	401 (A) MATCH PLAN	1,845	2,457	1,560	1,053	0	1,053	57-
10600	UNEMPLOYMENT BENEFITS	4,170	2,230	2,230	0	0	0	0
	SUBTOTAL *****	310,598	325,503	322,886	173,519	3,238	173,519	46-
22000	MATERIALS & SUPPLIES POSTAGE	1,100	1,700	900	900	0	900	47-
22500	SUBSCRIPTIONS/PUBLICATIONS	489	500	500	600	0	600	20
23000	OFFICE SUPPLIES	2,326	4,334	4,334	3,288	0	3,288	24-
23001	PRINTING	0	550	550	0	0	0	0
23850	MINOR EQUIP & TOOLS (<\$1000)	597	300	300	300	0	300	0
	SUBTOTAL *****	4,513	7,384	6,584	5,088	0	5,088	31-
37000	DUES TRAVEL & TRAINING DUES & PROF CERTS/LICENSE	150	515	430	610	0	610	18
37200	SEMINARS/CONFEREN/MEETING	940	330	330	520	0	520	57
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	88	580	300	200	0	200	65-
37230	MEALS & LODGING-TRAINING	212	700	500	219	0	219	68-
	SUBTOTAL *****	1,391	2,125	1,560	1,549	0	1,549	27-
48000	UTILITIES TELEPHONES	3,845	4,530	4,300	2,700	0	2,700	40-
48002	DATA COMMUNICATIONS	0	1,040	1,040	1,040	0	1,040	0
48100	NATURAL GAS	943	3,000	2,300	2,200	0	2,200	26-
48200	ELECTRICITY	4,274	5,700	3,800	4,487	0	4,487	21-
48300	WATER	186	264	250	240	0	240	9-
48400	SOLID WASTE	527	504	504	600	0	600	19
48500	STORM WATER UTILITY	4	0	48	48	0	48	0
48600	SEWER USE	280	226	360	360	0	360	59
	SUBTOTAL *****	10,062	15,264	12,602	11,675	0	11,675	23-
60050	EQUIP & BLDG MAINTENANCE EQUIP SERVICE CONTRACT	1,596	1,350	1,350	1,350	0	1,350	0
60125	CUSTODIAL/JANITORIAL SERV	6,000	6,000	6,000	6,000	0	6,000	0
60200	EQUIP REPAIRS/MAINTENANCE	187	200	200	200	0	200	0
	SUBTOTAL *****	7,783	7,550	7,550	7,550	0	7,550	0
70050	CONTRACTUAL SERVICES SOFTWARE SERVICE CONTRACT	915	1,860	1,860	2,070	0	2,070	11
71000	INSURANCE AND BONDS	93	145	45	50	0	50	65-
71100	OUTSIDE SERVICES	1,552	2,500	2,000	5,289	0	5,289	111
71500	BUILDING USE/RENT CHARGE	13,801	13,208	13,208	12,760	0	12,760	3-
	SUBTOTAL *****	16,362	17,713	17,113	20,169	0	20,169	13
91302	FIXED ASSET ADDITIONS COMPUTER SOFTWARE	74	0	0	0	0	0	0
	SUBTOTAL *****	74	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	350,786	375,539	368,295	219,550	3,238	219,550	41-

Decimal values have been truncated.

Memorandum of Agreement

Domestic Violence is perhaps the largest violence issue our society deals with. It permeates our families, our schools, our workplaces and every facet of our social and criminal justice systems.

Each year, more than 1,000 women – almost three per day – die because of domestic violence at the hands of a husband, boyfriend, or other “intimate.” The project known as the DOmestic Violence Enforcement Unit (DOVE) is a continued collaborative effort of the Boone County Sheriff’s Department, the Columbia Police Department, the Boone County Prosecutor’s Office, and True North of Columbia. The Domestic Violence Enforcement Unit’s (DOVE) mission is to investigate selected domestic violence cases, promote deterrence, assist victims, interrupt the cycle of violence and its continuation from one generation to the next, and aid local and regional efforts to respond to domestic violence. This project is currently funded through the STOP Violence Against Women Grant Program.

SAFETY AND DIGNITY

The first desire for the victims of domestic violence and sexual assault is that they are made safe and treated with dignity.

All victims of domestic and sexual violence deserve to be treated with dignity and respect. True North of Columbia provides emergency shelter for victims of domestic violence in Columbia, Missouri and the surrounding mid-Missouri area. Highly trained professional and volunteer staff members are available twenty four hours a day, seven days a week to address the issues of domestic violence. Emergency shelter, counseling, advocacy, and referral service to other agencies are some of what is provided by True North. Additionally, True North has a twenty four hour hotline with an advocate system for both court and non-court related issues. In addition, as a member of the DOVE Unit, True North provides a victim advocate who serves as an active member, coordinating on-going service delivery for victims working with/through the legal and judicial systems. In addition, True North provides advocates who can be on-site during the immediate aftermath of a domestic violence incident, freeing law enforcement officials to focus on building a case while ensuring the victim receives immediate crisis intervention and aftercare. These advocates, too, are a part of the DOVE Unit. This close, cooperative relationship allows for immediate response to selected calls of domestic violence. This collaborative effort provides twenty

four hour assistance in obtaining Orders of Protection and all services provided (directly or indirectly) are done so to ensure the safety and dignified treatment of domestic violence survivors.

BALANCING THE SYSTEM

The civil court system should accommodate and support the domestic violence victim in a non-intimidating atmosphere.

Often the victims who are most at risk are the same persons who are most intimidated by the civil court system designed to afford them protection.

With the help of this project the DOVE Unit members strive to offset some of the disadvantages victims of domestic violence often suffer as a consequence of having been in a violent relationship. The Domestic Violence Enforcement Unit helps victims find assistance to follow through with and obtain full orders of protection that include an entire range of relief. This is a critical part of any comprehensive effort to accomplish long-term solutions to these problems.

RESPONSE AND INVESTIGATION

The initial response to domestic violence and the ensuing investigation so often affect or determine the final outcome.

In many, if not most instances, the initial point of contact for domestic violence is law enforcement. It is crucial that this response be more than cursory. The attitudes and actions of the first responding law enforcement officers often shape the relationship that the victim has with the legal and criminal justice system. That first responding officer's investigation and follow-up investigation largely determines the ability of the judicial and criminal justice system to respond to the needs of the victim. Three law enforcement officers staff the Domestic Violence Enforcement Unit. The Boone County Sheriff's Department provides one deputy to the program, and the Columbia Police Department provides two officers to the program. The Domestic Violence Enforcement Unit investigators review all reported domestic violence cases in Boone County. The program members immediately respond on cases where it is evident their services would be able to assist the investigation and provide vital services to the domestic violence victim. The Domestic Violence Enforcement Unit investigators also assist in training and educating other law enforcement officers in the Boone County, Missouri, area concerning domestic violence cases and/or other cases involving violence against women (such as sexual assault, rape, etc.)

These investigators are also available to offer technical assistance relating to domestic violence cases to other departments in the central Missouri geographical area.

PROSECUTION AND COURTS

The effective handling of domestic violence cases in the judicial system is a key element. Abusers must be held accountable for past conduct and intervention must occur to alter future conduct.

The Boone County Prosecutor's Office has two assistant prosecuting attorneys and two victim advocates assigned to the Domestic Violence Enforcement Unit. Having two attorneys and two victim advocates dedicated to domestic violence prosecution enables us to increase victim contact and expedite the disposition of these cases in the Boone County judicial system. Once abusers are identified it is crucial that they be dealt with effectively and efficiently. The Domestic Violence Enforcement Unit prosecution component provides direction on handling offenders and ensures that cases are managed in a consistent and appropriate fashion. The Domestic Violence docket facilitates the timely disposition of criminal cases. This includes a quick return date on bonds (10 days), expedited settings for preliminary hearings, and consolidation of the cases on four distinct dockets with one judge and a set group of prosecutors and public defenders. The expedited court process improves the level of service to victims of domestic violence and ensures that offenders begin serving a jail sentence or treatment in a timely fashion. The domestic assault court coordinator (DACC) is vital to the court's ability to concentrate on cases involving domestic violence. The DACC serves as the court's liaison to prosecutors, defense counsel, and law enforcement, and aids in the efficient adjudication of domestic violence cases. The DACC is especially critical to the implementation and monitoring of the court's batterers' intervention program, MEND.

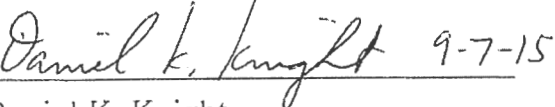
DOMESTIC VIOLENCE ENFORCEMENT UNIT GOAL

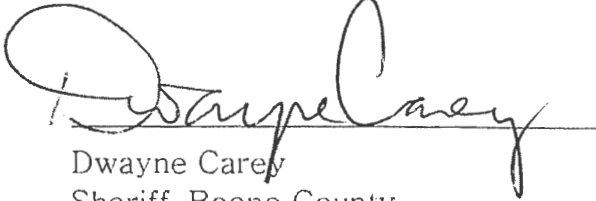
Establishment of arrest, summonsing, prosecution, and court appearance policies which provide for initial appearance in court on charges for actions resulting in domestic violence targeting women within nine working days of the offense.

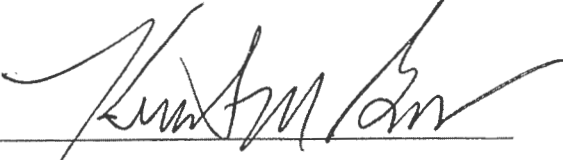
Through the STOP Violence Against Women Grant funding, DOVE partnerships have strengthened the law enforcement and criminal justice system's response to domestic violence targeting women, and have increased the utilization of

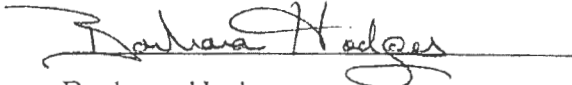
services available to women who are victims of domestic violence and have enabled us to develop and implement collaborative community-based systemic programs to address domestic violence targeting women.


Agencies, and we the undersigned individuals, herein express our support of this Memorandum of Agreement and the protocols as written for the Domestic Violence Enforcement Unit.


Daniel K. Knight
Boone County Prosecuting Attorney


Dwayne Carey
Sheriff, Boone County


Ken Burton
Chief of Police, Columbia


Barbara Hodges
Executive Director
True North of Columbia, Inc.


Christy Blakemore
Circuit Clerk, Boone County

Date: September, 2015

EVAWI – Conference

End Violence Against Women International

- On-line information and registration form 2016 conference
- Estimated Airfare cost – Orlando, Florida (cheaptickets.com used for estimate)
- Per diem – 2016 – Orlando, Florida (oa.mo.gov chart used – 2017 rates not yet available)

EVAWI HOME > Annual Conference

Upcoming Conferences



EVAWI Presents an
International Conference on Sexual Assault, Domestic Violence, and Engaging Men & Boys

March 22 - 24, 2016

Washington Hilton

Washington, DC

<http://www3.hilton.com/en/hotels/district-of-columbia/washington-hilton-DCAWHHH/index.html>

Save the Dates!

Future EVAWI Conferences:

- **2017: April 18-20, Hilton Orlando, Orlando, FL**
- **2018: April 3-5, Hilton Chicago, Chicago, IL**
- **2019: April 23-25, Sheraton San Diego Hotel & Marina, San Diego, CA**
- **2020: April 14-16, Washington Hilton, Washington, DC**
- **2021: April 6-8, Sheraton Boston, Boston, MA**
- **2022: April 19-21, San Fransisco, CA**
- **2023: April 11-13, Hilton Chicago, Chicago, IL**
- **2024: April 2-4, Marriott Marquis, Atlanta GA**
- **2025: April 22-24, Anaheim Marriott, Anaheim, CA**
- **2026: April 7-9, Sheraton New Orleans, New Orleans, LA**
- **2027: March 31-April 2, Washington Hilton, Washington, DC**

Past Conferences



International Conference on Sexual Assault, Domestic Violence and Campus Responses

April 7 - 9, 2015

Hilton New Orleans Riverside

New Orleans, LA

[View Conference Details](#)

To view additional past conferences, please click [here](#).



2016 International Conference on Sexual Assault,
Domestic Violence, and Engaging Men & Boys
Registration Form

Washington, DC -- March 22-24, 2016

Online Registration is available at www.evawintl.org

Personal Information: Please type or print clearly. This information will be used to create your name badge and certificate.

Name (First, MI, Last): _____

Title: _____ Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Phone: _____ Email: _____

Position/Field: (Please select the category that describes your position)

- | | |
|---|--|
| <input type="checkbox"/> Criminal Justice Professional | <input type="checkbox"/> Tribal Groups / Agencies / Representatives |
| <input type="checkbox"/> Victim Advocate | <input type="checkbox"/> Faith-Based Organizations / Spiritual Leaders |
| <input type="checkbox"/> Health Care / Forensic Examiner | <input type="checkbox"/> Military |
| <input type="checkbox"/> Social Worker | <input type="checkbox"/> Multidisciplinary Group |
| <input type="checkbox"/> Human Services / Government Agencies | <input type="checkbox"/> Other |
| <input type="checkbox"/> Education / Campus Professional | |

Accommodations: Every effort will be made to accommodate advance requests; on-site requests cannot be guaranteed. Please contact Kathryn Brown at kathryn@evawintl.org with any questions.

Please specify any special needs, e.g. ASL interpreter, ADA accessibility, nursing mother.

Dietary Restrictions:

- Vegan Vegetarian Gluten Free Food Allergies (Please specify) _____

Fees: To take advantage of an early-bird discount, payment must be received or postmarked by:

- \$445.00 – December 1, 2015 (\$100 early-bird discount)
 \$495.00 – February 1, 2016 (\$50 early-bird discount)
 \$545.00 – After February 1, 2016
 \$395.00 – Full Time Student (Valid student ID and/or course schedule indicating current enrollment in 12 or more semester credits, or the equivalent, must be included with this form.)

Team Discounts: Team discounts are available for teams of 5 or more. Register 4 people and the 5th registration is FREE! Register online for a TEAM REGISTRATION to receive a discount code.



2016 International Conference on Sexual Assault,
Domestic Violence, and Engaging Men & Boys
Registration Form

Conference Fees Include:

- 3 days of training and course materials
- 3 continental breakfasts
- 3 lunches and afternoon beverage breaks

Continuing Education:

EVAWI currently provides Continuing Education (CE) contact hours for **Nurses** and **Social Workers** only. Because of the varying needs and costs associated, we are not able to provide CE contact hours for other disciplines at this time.

- \$25.00 – Continuing Education Fee – Nurse – License # Required: _____
 Social Worker

Method of Payment: (Make checks payable to EVAWI)

Check Money Order Purchase Order #: _____

Credit Card (check one): Visa MasterCard Discover

Credit Card #: _____ Exp. Date: _____

Security Code (3 digit number on back of card): _____ Cardholder Telephone: _____

Cardholder Name: _____

Cardholder Billing Address: _____

City: _____ State: _____ Zip: _____

Cardholder Signature: _____

Refunds & Cancellation Policy: Cancellation requests must be received by February 19, 2016. No refunds will be given after this date. Cancellation and refund requests must be made in writing and must be emailed to jessica@evawintl.org or faxed to 774-404-7108. An administrative fee of \$100 applies to all cancellations. Refunds are processed 30-45 days following your request. Please contact jessica@evawintl.org for additional information.

Substitutions: If you have registered and you want to avoid a cancellation fee, you may substitute your registration with a colleague or co-worker. To make a substitution, complete a new manual conference registration form for the substitute participant. When completed, the original registrant should email info@evawintl.org and attach the new registration form. The email must include the following information:

- A request for a substitution
- The name of the original registrant (must be the person making the request)
- The name of the substitute and a completed registration form

Please send this form and payment to:

EVAWI, P.O. Box 33, Addy, WA 99101-0033 | Fax 509-684-9801 | info@evawintl.org

Cost Estimate – Airfare – End Violence Against Women International Conference
Orlando, Florida – April 18-20, 2017



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Sun, Apr 17, 2016
Thu, Apr 21, 2016

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[American Airlines](#)

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[United Airlines](#)

\$530.18

PER DIEM – FOR TRAINING – EVAWI – APRIL 18-20 – HILTON, ORLANDO, FLORIDA

OA.MO.GOV CHART

2017 RATES ARE NOT AVAILABLE YET

Out of State Rates Effective November 1, 2009-June 30, 2016						
State	Primary Destination	County	Meal Rates	Breakfast	Lunch	Dinner
Florida	Orlando	Orange	\$40	\$7	\$11	\$22

32nd International Symposium on Child Abuse

- On-line information 2016 conference (registration form not yet available)
- On-line information and registration form 2015 conference
- Estimated Airfare cost (cheaptickets.com used for estimate)
- Per diem – 2016 – Huntsville, Alabama (oa.mo.gov chart used)

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International Symposium on Child Abuse

32nd International Symposium on Child Abuse

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Online Training

Southern Regional Children's Advocacy Center

Poly-victimization Training Series

32nd International Symposium on Child Abuse



THIS CONFERENCE IS FOR:

- Administration • Child Protective Services • Forensic Interviewing • Human Trafficking/Sexual Exploitation • Law Enforcement • Medical • Mental Health/Treatment • Prevention • Prosecution/Legal • Secondary Traumatic Stress • Victim Advocacy

Dynamic Speakers and Workshops

#NCACSympo

The 32nd International Symposium on Child Abuse offers over 130 workshops and is one of the few conferences that addresses all aspects of child maltreatment, including, but not limited to physical abuse, sexual abuse, neglect, exposure to violence, poly-victimization, exploitation, intervention, trafficking, and prevention.

Opening Plenary Keynote Speaker: Kim Lear

The Community Advantage: Building strong communities of support and productivity in the workplace.

Networking Opportunities

The Symposium welcomes more than 1,200 participants from around the world belonging to a variety of backgrounds, organizations, and agencies. Registration fee includes hospitality and networking events each evening, with transportation between official hotels and Symposium venues.

Leading Industry Exhibits

Come learn, gather ideas, and shop! Over 50 exhibiting organizations are onsite featuring leading programs and services for the child maltreatment field. Network and share best practices with colleagues.

The International Symposium on Child Abuse has hosted and trained professionals in the field of child abuse for over 31 years and continues to be one of the leading child abuse conferences worldwide. Exhibitor, Advertising, and Sponsorship opportunities are available.

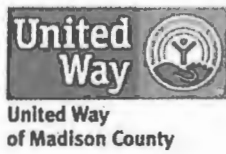
Registration Coming Soon!

See Why You Should Come to Symposium (video)

Exhibitor Package

Sponsorship Package

For more information, contact Amy Boyd.



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International Symposium on Child Abuse

32nd International Symposium on Child Abuse

Keynote Speaker

NCAC Training

Online Training

Southern Regional Children's Advocacy Center

Poly-victimization Training Series

Keynote Speaker



Opening Plenary Session
Tuesday, April 5, 2016
8:30 a.m.-10:00 a.m.

The Community Advantage: Building strong communities of support and productivity in the workplace.

There are social upheavals afloat that change the way we interact with the world—24/7 media, an “always on” work culture, rapid technological advancements and more. There is a communal longing for a deeper sense of fulfillment, satisfaction, productivity and authenticity in the workplace. In an intense and emotionally charged field—such as child abuse—building strong communities in the workplace is crucial in order to avoid burn out and keep talent engaged. In this session we’ll identify what strong communities look like from different generational perspectives and how we can all augment our communication to create more authentic relationships in the workforce. Through data, stories, multimedia components and humor, we’ll see the world through the eyes of another person in order to better understand and appreciate different perspectives.

Speaker - Kim Lear

Kim Lear is a speaker, writer, strategist, and researcher who explores how emerging trends impact the future of our workforce and marketplace. For the past four years, she has worked with a research and consulting firm studying Millennial trends and generational dynamics. Now, as the founder and content director of *Inlay Insights*, Kim is at the forefront of cutting edge research to uncover cultural shifts that revolutionize how organizations engage employees, partners, and clients. She is known for her ability to use a mix of data, storytelling, humor and actionable takeaways to discuss the trends that most impact the functioning of teams and the bottom line of organizations.

Kim has keynoted for some of the most renowned companies in the world. She has received rave reviews from clients such as *Disney, Cisco Systems, Wells Fargo, Best Buy, Mastercard, American Express, General Mills, Linked In* and more. In addition to speaking, Kim has written multiple whitepapers on the topic of generational wealth transfer in the finance sector, urban planning and housing trends and emerging food trends.



A researcher to the very core, Kim has earned the reputation of “stat nerd,” employing hard-hitting statistics to accentuate her points and make her message come alive. She is a sought after expert and has been featured in national publications such as NPR, *The Wall Street Journal, The Huffington Post, USA Today* and more.

Kim lives and works in Minneapolis where she is currently running a research initiative to identify how to best lead and sell in an age of distraction.

When not delving into the minutia of human behavior, you can find Kim paddleboarding, planning an overseas adventure or binge watching *Breaking Bad* (again).

About *Inlay Insights*

Inlay is a social insights company. We identify emerging cultural trends that will impact the future of the way we work, the way we buy, what we choose and what we think. We put those trends to work for businesses, marketers and researchers.

Through inside access to top universities and some of the best companies in the world, *Inlay Insights* brings clients holistic and actionable perspectives on the new world of work and the needs of the new consumer.



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Articles

Registration Information for the 31st International Symposium on Child Abuse



Register Now for the 31st International Symposium on Child Abuse

March 23-26, 2015

**Von Braun Center
700 Monroe Street
Huntsville, Alabama 35801**

**Early Registration Fee: \$469
After January 23, 2015 Registration Fee: \$519**

Register Now

For registration by check, military order, or purchase order, use printable registration form.

The registration fee includes access to all *Symposium* workshops; daily continental breakfast and lunch; Joe's Hospitality Room on Monday and Tuesday evenings, Wednesday evening Band Party; and transportation between official hotels and *Symposium* venues.

Symposium check-in/registration opens Monday, March 23, 4:30 p.m.- 6:30 p.m., Von Braun Center, South Hall. The Opening Plenary Session begins on Tuesday, March 24, 8:30 a.m.

Workshops sessions begin on Tuesday, March 24, 10:30 a.m. and conclude on Thursday, March 26, 4:30 p.m.



Pre-Conference Sessions

Pre-conference sessions will be available on Monday, March 23, 9:00 a.m. - 4:30 p.m. There is a separate registration fee of \$99 for the Pre-Conference Sessions, which includes lunch. Pre-Conference check-in/registration opens Monday, March 23 at 8:30 a.m. at the Von Braun Center, South Hall Pre-Function Area.

Registration for Pre-Conference Sessions may be done during the registration process for *Symposium* by selecting the Pre-Conference option. It is possible to register for a Pre-Conference Session without registering for *Symposium*.

Pre-Conference Registration Fee: \$99

Register Now

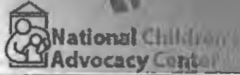
IT'S ALL ABOUT THE CHILDREN

31st INTERNATIONAL SYMPOSIUM ON CHILD ABUSE

Huntsville, Alabama

march 23-26

2015



The Profession You Chose. The Work You Do. The Training We Offer.

Attendee Information (Please Print)

First and Last Name: _____

Agency: _____

Address: _____

City, State, Zip: _____

Work Phone: _____

Email Address: _____

Are you a Federal Employee: If yes, check here _____

Discipline: (Please check the one that most closely describes your current position)

To mark an "X" in the box below, double click on the box, under, "Default Value," select, "Checked" and then click, "OK"

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Administration | <input type="checkbox"/> Child Protective Services | <input type="checkbox"/> Forensic Interview Specialist | <input type="checkbox"/> Law Enforcement |
| <input type="checkbox"/> Legal | <input type="checkbox"/> Medical | <input type="checkbox"/> Mental Health/Treatment | <input type="checkbox"/> Prevention |
| <input type="checkbox"/> Victim Advocate | <input type="checkbox"/> Other (please specify): _____ | | |

Conference Registration Rates Per Person:

When paying by Check or Money Order:

- \$469 – on or before January 23, 2015
- \$519 – after January 23, 2015

When paying by Military Voucher or Purchase Order:

- \$519 – regardless of registration date

TOTAL AMOUNT ENCLOSED OR TO BE CHARGED \$ _____

Method of Payment

- Check or Money Order For \$ _____ Payable to NCAC (enclosed, must be in U.S. dollars drawn on U.S. bank)
- Purchase Order on Organization's Form (enclosed)
- Military Voucher (enclosed)

How did you hear about Symposium?

- | | |
|---|---|
| <input type="checkbox"/> "In the Loop" e-newsletter from NCAC | <input type="checkbox"/> NCA Listserv |
| <input type="checkbox"/> NCAC website | <input type="checkbox"/> Social Networking/Media |
| <input type="checkbox"/> Received information at another conference | <input type="checkbox"/> Have attended other NCAC trainings/conferences |
| <input type="checkbox"/> From my supervisor/manager/director | <input type="checkbox"/> Google Ads |
| <input type="checkbox"/> From a co-worker | <input type="checkbox"/> From my CAC or MDT |
| <input type="checkbox"/> Internet Search | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Symposium brochure/mailer | |

Please send this form AND payment to:

Mail: National Children's Advocacy Center
 Attn: Jennifer Hardy
 210 Pratt Avenue NE
 Huntsville, Alabama 35801

Federal I.D. #63-0891512

Register Online: www.nationalcac.org/symposium
(with credit card information)

CANCELLATION POLICY

Written cancellations received by February 23, 2015 will be refunded, less a \$75 administrative charge.
NO REFUNDS will be made after February 23, 2015. Registration fee is transferable at no additional charge.
 All replacements and/or changes will be handled on-site.

Registration Questions? Contact Jennifer Hardy at jhardy@nationalcac.org or (256) 327-3791

Cost Estimate – Airfare – 32nd International Symposium on Child Abuse April 4-7, 2016



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Sun, Apr 3, 2016
Thu, Apr 7, 2016

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American Airlines

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\$692.68



Multiple Airlines

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\$742.18



Delta Air Lines

\$595.18

PER DIEM – FOR TRAINING – 32nd INTERNATIONAL SYMPOSIUM ON CHILD ABUSE
OA.MO.GOV CHART

2017 RATES ARE NOT AVAILABLE YET

Out of State Rates Effective November 1, 2009-June 30, 2016						
State	Primary Destination	County	Meal Rates	Breakfast	Lunch	Dinner
Alabama	Huntsville	Madison and Limestone	\$35	\$6	\$10	\$19

Office of the Boone County Prosecuting Attorney



705 E Walnut – Courthouse
Columbia, Missouri 65201

Victim Response Team

PHONE (573) 886-4100
FAX (573) 886-4148

VICTIM SERVICES SURVEY

We need your help in evaluating our services to victims of crime in Boone County. Please take a few minutes to answer the following questions about your contact with our office. All responses will be kept confidential. We appreciate your assistance as we try to improve the quality of our services to victims of crime in our community.

Instructions: Please rate your answer on a scale from 1 to 5. "1" is the least favorable response and "5" is the most favorable response. Circle "N/A" if the question does not apply to you or your experience.

Advocate

1. Enter the name of the advocate you worked with: _____
2. The advocate helped me understand my role in the criminal justice process. YES NO
3. The advocate worked with me via: letter phone conversation personal contact email
(Please select all that apply.)
4. The advocate provided me with my rights as a victim: YES NO
5. The advocate assisted me with a safety plan: YES NO N/A
6. (Answer only if applicable) I choose not to receive advocate services because _____

Prosecutor

1. Enter the name of the prosecutor assigned to your case: _____
2. The prosecutor helped me understand my role in the criminal justice process. YES NO
3. The prosecutor worked with me via: letter phone conversation personal contact email
(Please select all that apply.)

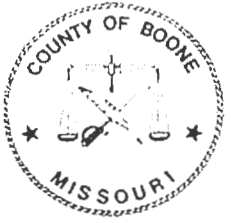
Additional Information

1. The prosecutor's office provided me with information about available community resources. YES NO
(Please include verbal information provided over the phone or in person.)
2. The prosecutor's office provided me with information about the criminal justice system process and my individual case. YES NO
(Please include verbal information provided over the phone or in person.)

Please add comments or suggestions to help us improve our services to victims of crime. Your feedback is very important!

Your

Age : _____
Race : White Black/African American Hispanic/Latino Asian American Indian/Alaskan
Gender : Male Female Case Number (Optional): _____



Daniel K. Knight
Boone County Prosecuting Attorney

Boone County Prosecuting Attorney
705 E. Walnut
Columbia, MO 65201-4485

Office (573) 886-4100
Fax (573) 886-4148

Web Survey

Victim Services Survey

We need your help in evaluating our services to victims of crime in Boone County. Please take a few minutes to answer the following questions about your contact with our office. All responses will be kept confidential. We appreciate your assistance as we try to improve the quality of our services to victims of crime in our community.

Advocate

1. Enter the name of the advocate you worked with:

2. The advocate helped me understand my role in the criminal justice process.

Yes No

3. The advocate worked with me via: (select all that apply)

- email
- letter
- phone conversation
- personal conversation

4. The advocate helped me understand my rights as a victim.

Yes No

5. The advocate assisted me with a safety plan.

Yes No N/A

6. (Answer only if applicable.) I chose not to receive advocate services because:

Limit of 500 characters: 500

Prosecutor

1. Enter the name of the prosecutor assigned to your case:

2. The prosecutor helped me understand my role in the criminal justice process. Yes No

3. The prosecutor worked with me via: (select all that apply) email letter phone conversation personal conversation

Additional Information

1. The prosecutor's office provided me with a list of local community resources. (Please include verbal information provided over the phone or in person.) Yes No

2. The prosecutor's office provided me with information about the criminal justice system process and my individual case. (Please include verbal information provided over the phone or in person.) Yes No

3. Please add comments or suggestions to help us improve our services to victims of crime.

Limit of 500 characters:

4. Age:

5. Ethnic Origin:

6. Gender:

 male female

7. Case Number (Optional):

Any questions? Feel free to contact us:



Daniel K. Knight
Boone County Abogado de procesamiento

Boone County Abogado de procesamiento
705 E. Nogal
Columbia, MO 65201-4485

Oficina (573) 886-4100
Fax (573) 886-4148

Web Survey - Spanish

Víctima Encuesta de Servicios

Necesitamos su ayuda en la evaluación de nuestros servicios a las víctimas de delitos en el condado de Boone. Por favor tome unos minutos para contestar las siguientes preguntas acerca de su contacto con nuestra oficina. Todas las respuestas serán confidenciales. Agradecemos su ayuda ya que tratamos de mejorar la calidad de nuestros servicios a las víctimas de la delincuencia en nuestra comunidad.

Abogado

1. Introduzca el nombre del abogado que trabajó con:

.....

2. El defensor trabajó conmigo a través de: (seleccione todas las que correspondan)

- correo electrónico
- carta
- conversación telefónica
- conversación personal

3. (Respuesta sólo si es aplicable). Yo elegí no recibir servicios abogados porque:

.....

Límite de 500 caracteres: 500

Abogado Víctima

1. Me ayudó a entender mis derechos como víctima de un delito. Sí Sin
2. Me ayudó a entender mi papel en el proceso de corte. Sí Sin
3. Me ayudó en la creación de un plan de seguridad. Sí Sin N /

Fiscal

1. Introduzca el nombre del fiscal asignado a su caso:
3. El fiscal trabajó conmigo a través de: (seleccione todas las que correspondan)
 - correo electrónico
 - carta
 - conversación telefónica
 - conversación personal

informacion adicional

1. La oficina del fiscal me proporcionó una lista de recursos de la comunidad local. (Por favor, incluya la información verbal proporcionada por teléfono o en persona.) Sí Sin
2. La oficina del fiscal me proporcionó información sobre el proceso de justicia penal y mi caso individual. (Por favor, incluya la información verbal proporcionada por teléfono o en persona.) Sí Sin
3. Por favor, añadir comentarios o sugerencias para ayudarnos a mejorar nuestros servicios a las víctimas de delitos.

Límite de 500 caracteres:

4. Años:
5. Origen étnico:
6. Sexo: masculino femenino
7. Número de caso (Opcional):

Submit

¿Alguna pregunta? Siéntete libre de contactarnos:

de Datos del Condado

Evaluador | Auditor | Secretario del Condado | Colector | Comisión | Recursos Humanos |
SIG

Abogado de procesamiento | Obras Públicas | Compras | Administrador Público
Registro de Contratos | Administración de Recursos | Sheriff | Tesorero

Suscríbese a la lista de correo electrónico Noticias Boone County.

Preguntas o comentarios? Email Webmaster

www.ShowMeBoone.com condado de Boone, Missouri. 801 Este Nogal Columbia, MO 65201 EE.UU.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 24th day of March 20 16

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

Now on this day the County Commission of the County of Bocne does hereby approve the attached Memorandum of Understanding between the Boone County Commission and the Boone County Prosecutor regarding the funding of Victim Assistant Position in the Prosecuting Attorney's Office

The terms of the Agreement are stipulated in the attached Agreement. It is further ordered the Boone County Commissioners are hereby authorized to sign said Memorandum of Understanding.

Done this 24th day of March, 2016.

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

MEMORANDUM OF UNDERSTANDING
REGARDING THE FUNDING OF VICTIM ASSISTANT POSITION
IN THE PROSECUTING ATTORNEY'S OFFICE

THIS Memorandum of Understanding (MOU), made and entered into this 24th day of March, 2016, by and between Daniel K. Knight, hereinafter referred to the "Prosecutor," and Boone County, Missouri, by and through the Boone County Commission, hereinafter referred to as "County";

WHEREAS, the Prosecutor had identified a need for additional support for his office to assist with various duties relating to the assumption of restitution collection activities within the office of the Boone County Prosecutor, and has filled the following position to effectuate those duties after going through all appropriate county processes: Victim Assistant, Position #824; and

WHEREAS, the Prosecutor is the appropriating authority for the Administrative Handling Cost Fund (Fund #265, Department #2650/2651) authorized and administered pursuant to the provisions of RSMo §559.100; and

WHEREAS, the County Commission is the appropriating authority for the County's General Fund; and

WHEREAS, the parties desire to memorialize in writing their mutual intention regarding the funding of this victim assistant position (Position #824); and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. County Agreements:

- a. County agrees to provide adequate equipment, furnishings, working space, supplies and other necessary items, through the office of the Prosecuting

Attorney, for the following position in the Prosecuting Attorney's office: Victim Assistant, Position #824.

- b. County agrees to pay the salary and benefits for said positions from county general revenue and further agrees that the salary to be paid will be determined by the Prosecutor, within the appropriate salary schedule authorized by the County Commission.

2. Prosecutor Agreements:

- a. The Prosecutor will reimburse the county General Revenue Fund for the expenses associated with the salary and benefits of the Victim Assistant position, Position #824, as contemplated herein through an appropriate allocation from the Administrative Cost Handling Fund (Fund #265, Department #2650/2651), to the extent resources in that fund allows.

3. Procedure If Available Funds Exceed Or Are Below Reimbursement Obligations:

- a. If the revenues and fund balance available for appropriation in the Administrative Cost Handling Fund exceed the reimbursement to the General Revenue Fund contemplated herein, the Prosecutor shall retain his statutory appropriation authority over such excess resources in those special funds.
- b. If the revenues and fund balance available for appropriation in the Administrative Cost Handling Fund do not allow for the full reimbursement to the General Revenue Fund contemplated herein within the same fiscal year, then the County Auditor and Prosecuting Attorney will convene a work session to analyze the anticipated revenues, expenses, and expected fund balance going forward and mutually agree how to administer the shortage in future budgets. If the County

Auditor and Prosecuting Attorney are unable to reach a mutually-acceptable arrangement regarding the handling of the shortage for a given budget year, then either party may terminate this Agreement on the terms and conditions set out below.

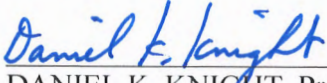
4. Term and Termination:

- a. This term of this agreement is non-expiring but may be reconsidered and/or terminated at the request of the County Commission, the Prosecutor, or County Auditor. Any change to or termination of this Agreement must be made in writing prior to September 1st if it is going to take effect prior to the next county fiscal year; otherwise the effective date will be the start of the second fiscal year following the date of the notice of termination / date of the amended Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

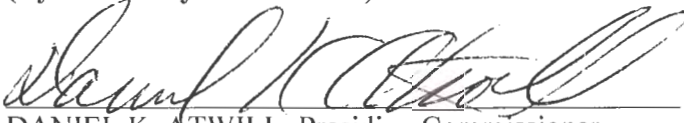
[Signatures follow on next page.]

BOONE COUNTY PROSECUTOR:

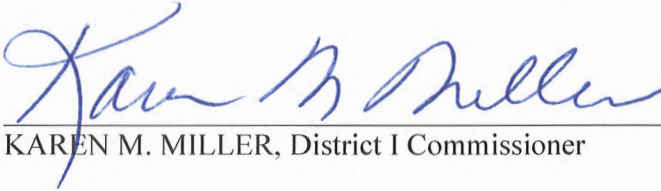


DANIEL K. KNIGHT, Prosecuting Attorney

**BOONE COUNTY:
(By its County Commission)**



DANIEL K. ATWILL, Presiding Commissioner

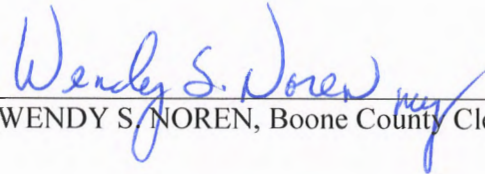


KAREN M. MILLER, District I Commissioner



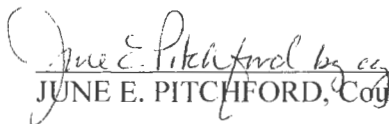
JANET M. THOMPSON, District II Commissioner

ATTEST:



WENDY S. NOREN, Boone County Clerk

ACKNOWLEDGED BY:



JUNE E. PITCHFORD, County Auditor

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

March Session of the January Adjourned

Term. 20 16

County of Boone

} ea.

In the County Commission of said county, on the

24th

day of

March

20

16

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 revision for the Public Works Department for multiple Class 9 purchases. The first items to be purchased are six (6) galvanized spreader stands, cost \$15,700, from Henke Manufacturing for the units that will be assigned to the new Hallsville Facility. The second item is the purchase of an excavator at a cost of \$21,000.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2040	26302	PW	Road Salt	18,700	
2040	59000	PW	Motorfuel/Gasoline	18,000	
2040	91300	PW	New Equipment		15,700
2040	92300	PW	Replacement Equipment		21,000
				36,700	36,700

Done this 24th day of March, 2016.

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
Janel M. Thompson
Janel M. Thompson
District II Commissioner

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET REVISION

BOONE COUNTY AUDITOR

3/16/16

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
2040	26302	PW	Road Salt	18,700	
2040	59000	PW	Motorfuel/Gasoline	18,000	
2040	91300	PW	New Equipment		15,700
2040	92300	PW	Replacement Equipment		21,000
				36,700	36,700

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

See the attachment.

RECLASS SPREADER. STANDS/MOTR 60

Do you anticipate that this Budget Revision will provide sufficient funds to compete the year? YES or NO
If not, please explain (use an attachment if necessary):

[Signature]
Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached
- Unencumbered funds are available for this budget revision.
- Comments:

cy
Auditor's Office

Agenda

[Signature] PRESIDENTIAL COMMISSIONER
[Signature] DISTRICT I COMMISSIONER
[Signature] DISTRICT II COMMISSIONER

Boone County Public Works

Gregory P. Edington
Assistant Manager
Maintenance Operations Division



5551 Tom Bass Road
Columbia, Missouri 65201-9711
(573) 449-8515 ext (226)
FAX (573) 875-1602
EMAIL: gedington@boonecountymo.org

Date: March 16, 2016
To: Caryn Ginter
From: Greg Edington
Subject: Public Works Budget Revision 3/2016

The Public Works Department wishes to process a budget revision for multiple Class 9 purchases. The first items would be the purchase of six(6) galvanized spreader stands from Henke Manufacturing for the units that will be assigned to the new Hallsville Facility. With the purchase, the Department will not need to construct material spreader racks, which would be a substantially costlier product.

The second item is extra funding for an excavator that was budgeted in 2040-92300 at an amount of \$154,000. The projected cost of the excavator is well short of the actual cost of the desired machine. Budgeted amounts were derived from State Bid tabulation sheets that were not updated with the 2016 renewal increases. The purchase will require an additional \$39,000 of funds. We are requesting to only utilize \$21,000 of funding outside of 92300. The remaining funds would be from cost savings from purchases in the account.



Henderson Truck Equipment-Fulton
400 W. St. Eunice Road
Fulton, MO 65251

Toll Free: 888-360-7483
Office: 573-826-2911

Quote

Date: 01/25/2016
To: Boone County Public Works
By: Tim Bruemmer (573-590-1467)
Re: Spreader Stands

Henderson Truck Equipment-Fulton is pleased to quote the following equipment:

10FT Henderson HSS-10 Spreader Stand Powder Coated MODOT Contract price \$1,717 plus Freight
Galvanized Option MODOT Contract price add \$913

① 1717 + 913

Additional Spreader Stand Options on MODOT Contract

13FT Henderson HSS-13 Spreader Stand Powder Coated MODOT Contract price \$1937 plus Freight
Galvanized Option MODOT Contract price add \$1001

⑤ 1937 + 1001

16FT Henderson HSS-16 Spreader Stand Powder Coated MODOT Contract price \$2063 plus Freight
Galvanized Option MODOT Contract price add \$1060

Freight to Boone County add \$250 for 1 and add \$150 for each additional Spreader Stand

+1000

Price per Unit:	\$1,717.00
Number of Units	1
Extended Price	\$1,717.00
Tax	
Total Quote Price	\$1,717.00

FOB Fulton, MO

Please note the following regarding installation quotes:

A clean truck frame without obstruction is assumed in the pricing of our quote. Re-positioning of air tanks, fuel tanks or other obstacles to the ease of installation may require additional charges. Henderson will notify you before modification if this occurs.

$$\begin{aligned}
 1 @ (1717 + 913) &= 2630 \\
 5 @ (1937 + 1001) &= 14,690 \\
 \text{Freight} &= 1,000 \\
 \hline
 &17,320
 \end{aligned}$$



P.O. BOX 225
 106 INDUSTRIAL DRIVE
 ASHLAND, MO 65010
 PHONE: 573-657-2154
 FAX: 573-657-1012

1/14/2016
 BOONE COUNTY PUBLIC WORKS
 JOHN DEERE 180G

BASE 180G \$158,300.00
 MODOT BID-3-121011TV 2015 RENEWAL

32" PADS	\$1,090.00
AIR SEAT	\$520.00
AUX HYD LINES	\$3,465.00
HAND CONTROL	\$1,420.00
BLOCK HEATER	\$175.00
REV FAN	\$1,050.00
BOOM LIGHTS	\$485.00
PATTER CHANGER	\$885.00
48" BUCKET	\$6,710.00
50" DITCHING BKT	\$4,395.00
HYD THUMB	\$6,850.00
HYD COUPLER	\$7,310.00

TOTAL \$192,655.00

*Need
 \$38,655
 Cost Savings*

Budget \$154,000



CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

March Session of the January Adjourned

Term. 20 16

County of Boone

In the County Commission of said county, on the

24th

day of

March

20 16

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

Now on this day the County Commission of the County of Boone does hereby declare, based on the January 6, 2016 letter to Michael and Jennifer Brooks which the unsigned Cost-Share Contract Cancellation and Release form accompanied, that the January 22, 2015 Drainage Swale Cost Share agreement as authorized on Commission Order 28-2015 between Boone County and Michael S. Brooks and Jennifer R. Brooks has been cancelled.

Done this 24th day of March, 2016.

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



RONALD N. SWEET
ASSISTANT BOONE COUNTY
COUNSELOR
801 E. WALNUT, SUITE 211
COLUMBIA, MISSOURI 65201
TELEPHONE (573) 886-4414
FAX (573) 886-4413

January 6, 2016

Michael S. Brooks
Jennifer R. Brooks
500 South Court
Columbia, Missouri 65201

RE: Drainage Swale Cost Share with Boone County

Mr. Brooks and Ms. Brooks:

I represent Boone County Missouri, and I write to you to send a cancellation of a January 22, 2015 Contract for Cost-Share between you and the County. Since the time for that work to be completed passed back on February 28, 2015, we believe that contract should be cancelled.

I have enclosed a document that cancels that contract, and I'd appreciate it if you would sign it and send it back to me as soon as you can, so I can get it before the County Commission for their signature, so that we can close our file on this and keep our records straight. You can send it to the address above.

If I do not hear from you by the end of January, 2016 I will assume that you also want the contract cancelled, and so I will treat it as cancelled and close this file. So, if you have any objection, or any questions, please let me know as soon as you can. Otherwise, please sign and return the enclosed document to close this out.

Thank you for your time,
Ron Sweet

A handwritten signature in black ink, appearing to read "Ron Sweet", is written over the typed name. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

COST-SHARE CONTRACT CANCELLATION AND RELEASE

The County of Boone (Boone) and Applicants Michael Brooks and Jennifer Brooks entered into a Contract (Contract) on or about January 22, 2015 that provided for the parties to cooperate in the building and maintenance of a Vegetated Drainage Swale, with work to be completed by February 28, 2015. That Contract was approved by Boone County Commission Order 28-2015. Copies of that Contract and Commission Order are attached to this document.

The work was not completed by that date due to inclement weather, and the time period the Contract provided for the work to be completed, and during which Applicants granted Boone a property access license to monitor the work, has now expired. So, the parties agree that the Contract should be cancelled.

Now, therefor, in consideration of the mutual releases in this document, the parties hereby agree as follows:

1. The Contract and any agreements between the parties regarding the Contract are hereby cancelled.

2. Each party releases the other from any and all obligations under that Contract, and confirms that none of the parties, have any further rights thereunder.

Signature _____ Date _____
Michael S. Brooks, Applicant

Signature _____ Date _____
Jennifer R. Brooks, Applicant

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

January Session of the January Adjourned

Term. 20 15

County of Boone

} ea.

In the County Commission of said county, on the

22nd

day of January

20 15

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

Now on this day the County Commission of the County of Boone does hereby approve the attached contract for Cost-Share between Boone County and Michael & Jennifer Brooks for the installation and maintenance of one vegetated drainage swale. The terms of the Cost-Share are stipulated in the attached Contract. It is further ordered the Presiding Commission is hereby authorized to sign said Contract.

Done this 22nd day of January, 2015.

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

~ 1

28-2015

Contract for Cost-Share between County of Boone and Michael and Jennifer Brooks

Applicant Name: Michael and Jennifer Brooks

Applicant address: 500 South Court

Best Management Practices (BMPs) to be installed: Vegetated Drainage Swale

Lifespan of practice: Five (5) years

The County of Boone (hereafter, 'Boone') and Michael and Jennifer Brooks (hereafter, 'Applicant') agree to the following terms of the contract.

Description of Practices:

Installation and maintenance of one vegetated drainage swale on the following property commonly known as 500 South Court, tract eight (8) of Resubdivision No. 2 of the Replat of Sunrise Estates Subdivision as shown by the plat recorded in Plat Book 14, Page 23, Records of Boone County, Missouri for the purpose of slowing down stormwater flows and increasing infiltration in a subcatchment of Sunrise Estates.

The financial assistance provided is part of a cost-share project, with Boone providing labor and project oversight, 100% of the cost of the installation materials and 50% cost of the maintenance materials. The Applicant will provide labor to maintain the swale, and 50% cost of the maintenance materials if required. The specific item in this conservation practice that is eligible for cost-share is sod and/or native grass seed.

It is understood and agreed that the following conditions shall apply:

1. **Installation:** The vegetated swale will be installed under the direction of and in accordance with the design plans provided by Boone. Boone shall provide the earthwork, labor and sod material necessary to install the stormwater feature.
2. **Inspection:** The vegetated swale will periodically require maintenance in the form of watering and possibly sod replacement. Applicant or her/his designee should inspect the project biweekly and after every rain event. Any observed anomalies such as extended length of ponded water, excessive sedimentation, etc. shall be reported to Boone within 48 hours of observation. Boone shall have the right to inspect and require maintenance as necessary. Needed maintenance should be made as soon as practically possible.
3. **Maintenance:** The vegetated swale shall be properly maintained for five (5) years by Applicant or her/his designee.
 - The vegetated swale shall be kept reasonably free of exotic weedy vegetation that may threaten the survival of the grass as part of this cost-share contract for five (5) years following its establishment.

28-2015

- The vegetated swale shall remain as intended (see attached plans) until five (5) years from signing of the contract by all parties. The swale shall not be removed, altered, or modified so as to lessen its effectiveness or the purpose for which it is installed, without the consent of Boone. This requirement also applies should the property change ownership during the five (5) year period.
- The vegetated swale shall be watered daily for three (3) weeks, enough to soak four (4) inches into the soil without causing runoff.
- Reposition areas of sod that have moved along the slope. Inspect the channel for erosion after every rainfall event, repair any eroded areas, replace sod, and stabilize as needed. Any replacement vegetation required to maintain the effectiveness of the purpose for which it is installed will be 50/50 cost-shared between Boone and the Applicant.
- Mow after three (3) inches of new growth occurs. During the first four (4) months, mow no more than 1/3 the grass height.

4. Grant of License:

The Applicant shall allow Boone property access as required to monitor progress for the duration of the grant monitoring period. This work is scheduled to continue through February 2015, at which time this License shall expire. The Applicant will make any successors in title aware of this irrevocable grant of a license for access as contemplated herein through February 28, 2015.

5. The project financial responsibilities shall be shared between Boone and the Applicant. Following is a breakdown of the responsibilities by party: Boone shall cover the costs of the mobilization, earthwork, and sod material to install the vegetated swale. Boone shall cover 50% of the maintenance costs involving plant material throughout the monitoring period. Boone shall provide oversight and labor as necessary to ensure compliance with project goals.

6. The Applicant shall provide labor for maintenance of sod. Any labor or materials to be counted shall be documented (via written record) with: the date and total time labor was used, printed name and signature of the person providing the labor and the quantity and price/quantity for each of the materials. Any reimbursement costs claimed by Applicant are to be supported by documentation from vendors, contractors, or other workers. Boone staff, or their representatives, must inspect the installations to ensure they are completed as planned before funds are disbursed.

7. Absent an additional written agreement with Boone County, the total payments from Boone County to the Applicant under this Agreement shall not exceed two hundred (\$200.00) dollars.

8. The vegetated swale shall be installed and planted in the fall of 2014 pending appropriate site conditions. Should fall 2014 installation be hindered, the stormwater feature will be installed as soon as practicality allows.

The Applicant understands that before receiving any funds it will be necessary to sign this agreement. The original will be kept on file with the Boone County Department of Resource Management; a copy will be provided to Applicant. This contract does not constitute a lien upon the Applicant's property or heirs or assignees.

28-2015

Signature Michael Brooks Date 12/21/14
Michael S. Brooks, Landowner

Signature Jennifer R Brooks Date 12/21/14
Jennifer R. Brooks, Landowner

BOONE COUNTY
(By and through its County Commission):

By: [Signature]
Daniel K. Atwill, Presiding Commissioner

ATTEST:
Wendy S. Noren
Wendy S. Noren, County Clerk

Approved:
[Signature]
Stan Shawver, County Resource Management Director

Approved as to legal form:
[Signature]
Charles J. Dykhouse, County Counselor

Auditor Certification:
I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of said appropriation sufficient to pay the costs arising from this contract.

June E. Pitchford Date 1/14/15
June E. Pitchford, Auditor by ag 1725-70050

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

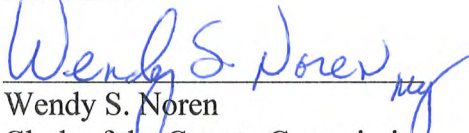
In the County Commission of said county, on the 24th day of March 20 16

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

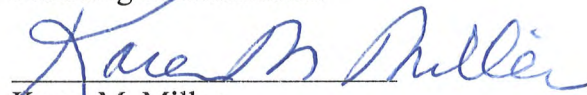
Now on this day the County Commission of the County of Boone does hereby authorize an open/closed meeting on Friday, March 25, 2016, at 9:00 a.m. The meeting will be held in the Conference Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(3), to discuss the hiring, firing, disciplining or promoting of particular employee by a public governmental body when personal information about the employee is discussed or recorded and RSMo 610.021(13), to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

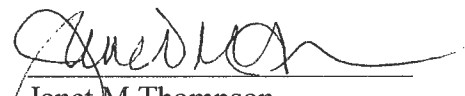
Done this 24th day of March, 2016.

ATTEST:


Wendy S. Noren
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Karen M. Miller
District I Commissioner


Janet M. Thompson
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

March Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 24th day of March 20 16

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

Now on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Courthouse Plaza by Destiny of H.O.P.E. for April 16, 2016 from 12:00 p.m. to 5:00 p.m.

Done this 24th day of March, 2016.

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 Commission

APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

The undersigned organization hereby applies for a use permit to use the Boone County Courthouse Plaza as follows:

Organization: DESTINY OF H.O.P.E.

Address: P.O. BOX 10061

City: COLUMBIA State: MO ZIP Code 65202

Phone: 573-268-5192 Website: NA

Individual Requesting Use: JUDY HUBBARD

Position in Organization: EXECUTIVE DIRECTOR

Address: 4915 SANDKER CT.

City: COLUMBIA State: MO ZIP Code 65202

Phone: 573-424-9552 Email: jahubbard2@aol.com

Event: "WE ARE FAMILY" MARCH

Description of Use (ex. Concert, speaker, 5K): MARCH

Date(s) of Use: APRIL 16, 2016

Start Time of Setup: NOON AM/PM

Start Time of Event: 2PM AM/PM (If start times vary for multiple day events, please specify)

End Time of Event: 4PM AM/PM (If end times vary for multiple day events, please specify)

End Time of Cleanup: 5PM AM/PM

Emergency Contact During Event: JUDY HUBBARD Phone: 573-424-9552

Will this event be open to the public? Yes No

If yes, please explain the publicity that will be used to promote the event, including names and contact information of any promoters: _____

RADIO/TELEVISION/FLYERS

How many attendees (including volunteers) do you anticipate being at your event? _____

If you anticipate more than 50 attendees (including volunteers) at your event, please detail your safety plan in the event of an emergency. If you have a separate Fire Safety, Public Safety and Evacuation Plan, please submit with application. _____

ATTACHED

If you anticipate more than 1000 attendees (including volunteers), please provide the names and contact information of your crowd managers (1 per every 250 attendees): _____

na

Will the majority of attendees be under the age of 18? Yes No

If yes, please note the number of adult supervisors in attendance: _____ # adults per _____ # minors

Will you need access to electricity? Yes No

Will you be using amplifiers? Yes No

Will you be serving food and/or non-alcoholic drinks? Yes No

If yes, will you be **selling** food and/or non-alcoholic drinks? Yes No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: _____

County Merchant's License Number: _____

City Temporary Business License Number: _____

Will you be serving alcoholic beverages? Yes No

If yes, will you be **selling** alcoholic beverages? Yes No

If yes, please provide the following with copies of licenses attached to application:

State Liquor License Number: _____

County Liquor License Number: _____

City Liquor License Number: _____

Will you be selling non-food items? Yes No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: _____

County Merchant's License Number: _____

City Temporary Business License Number: _____

Will outside vendors be selling food, beverages or non-food items at this event? Yes No

If yes, please provide the following information (use separate sheet if necessary):

Vendor	Type of Sales	Contact Information	License Number(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Will you be requesting a road and/or sidewalk closure? Yes No

If yes, what road(s) and/or sidewalk(s)? _____

Please attach to application a copy of the order showing City of Columbia City Council approval.

Does your event include cooking or use of open flames? Yes No

If yes, please provide the Columbia Fire Department Special Events Permit Number: _____

Please attach to application a copy of the approved Columbia Fire Department Special Events Permit

Events that may pose increased responsibilities to the local law enforcement may be required to enlist the services of a professional security company. This will be determined by the Boone County Sheriff's Department and Boone County Commission. If necessary, have you hired a security company to handle security arrangements for this event?

Yes No

If yes, please provide the following:

Security Company: _____

Contact Person Name and Position: _____

Phone: _____ Email: _____

Will you be using portable toilets for your event? Yes No

**Please note: portable toilets are not permitted on the Boone County Courthouse Plaza grounds. Please contact the City of Columbia for options.

If your event is such that requires insurance per the Boone County Courthouse Plaza Rules and Regulations, please provide a copy of acquired insurance plan.

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

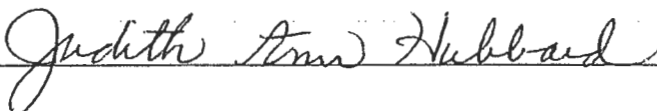
1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse Plaza grounds.
2. To abide by all rules and regulations as set forth in the Boone County Courthouse Plaza Rules and Regulations document updated July 11, 2013 and attached to this document.
3. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
4. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
5. To conduct its use of Courthouse Plaza grounds in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
6. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.

Organization Representative/Title: JUDY HUBBARD, EXECUTIVE DIRECTOR

Address: 4915 SANDKER CT., COLUMBIA, MO 65202

Phone Number: 573-424-9552 Date of Application: MARCH 21, 2016

Email Address: jahubbard2@aol.com

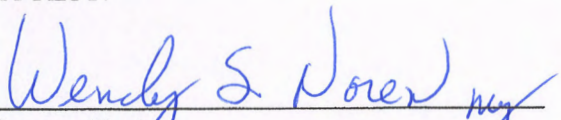
Signature: 

Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to commission@boonecountymo.org.

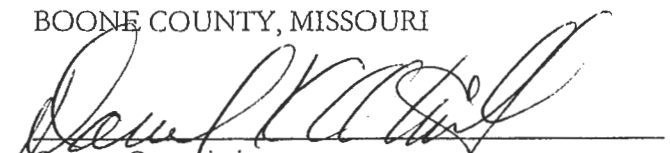
PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:


County Clerk

BOONE COUNTY, MISSOURI


County Commissioner

DATE: 3-24-16