

188-2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 24

In the County Commission of said county, on the 18th day of April 20 24

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

Now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation recognizing April 14-20, 2024, as National Public Safety Emergency Telecommunicators Week.

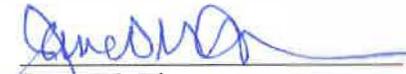
Done this 18th day of April 2024.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

189 -2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

April Session of the April Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

18th

day of April

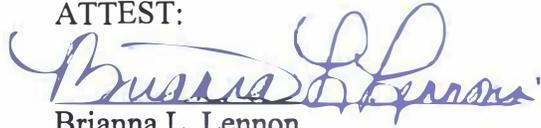
20 24

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

Now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation honoring the 80th Anniversary of Exercise Tiger.

Done this 18th day of April 2024.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

190 -2024

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STATE OF MISSOURI

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April Session of the April Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the 18th day of April 20 24

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 Collector Tax Sale Title Research Agreement with A Civil Group.

Done this 18th day of April 2024.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Kip Kendrick
Kip Kendrick
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES

Effective the 18th day of April, 2024, Boone County, Missouri, a political subdivision of the State of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified herein.

Consultant Name: **A Civil Group, LLC**

Project/Work Description: Legal Descriptions research and drafting for the Collector's 2024 Delinquent Tax Sale

Proposal Description: Services will be provided as requested by the County Collector with research to be billed at the rate of \$125.00 per hour, with a total contract not to exceed \$4,000.00 without additional, written approval from the County.

Modifications to Proposal: Owner's representative shall be considered the **Boone County Collector of Revenue**. Consultant shall provide an itemized charge per legal description prepared, in addition to Consultant's monthly invoices for payment, to allow the addition of said direct cost to the relevant parcel as part of the costs of the delinquent tax sale.

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above described proposal and any approved modifications to the proposal, both of which shall be in accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year on file with the Boone County Resource Management Department, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall be in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the General Consultant Services Agreement, or the inclusion of additional terms in the Consultant's proposal not found in the General Consultant Services Agreement, the terms and conditions of the General Consultant Services Agreement shall control unless the proposal approved herein specifically identifies a term or condition of the General Consultant Services Agreement that shall not be applicable or this Approval of Proposal indicates agreement with a specific term or terms of Consultant's proposal not found in the General Consultant Services Agreement.

A CIVIL GROUP, LLC

By Jay Gebhardt
Jay Gebhardt, Chief Operating Member
Dated: 4/12/24

BOONE COUNTY, MISSOURI

By Kyle Riemann
Presiding Commissioner
Dated: 4/18/2024

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

[Signature]
County Clerk

APPROVED:

[Signature]
Collector of Revenue

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 appropriations sufficient to pay the costs arising from this contract.

Kyle Riemann 4/15/24
Auditor Date

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

April Session of the April Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

18th

day of April

20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve a request to hire above the Flexible Hiring Range for position number 1116, Payroll Administrator, and does hereby authorize an appropriation of \$70,012.80 for the salary of said position.

Done this 18th day of April 2024.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Kip Kendrick

Kip Kendrick
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

192-2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

April Session of the April Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

18th

day of April

20 24

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

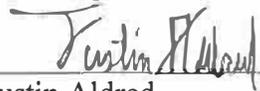
Now on this day, the County Commission of the County of Boone does hereby approve a request to hire above the Flexible Hiring Range for position number 1118, Onsite Wastewater & Rental Standards Coordinator, and does hereby authorize an appropriation of \$64,646.40 for the salary of said position.

Done this 18th day of April 2024.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

193-2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

April Session of the April Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

18th

day of April

20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve the request to transfer above the authorized transfer policy for position numbers 64 and 678, Sergeant, and does hereby authorize an appropriation of \$32.89 per hour for the salary of said position.

Done this 18th day of April 2024.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission



Kip Kendrick
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner

194-2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ca.

April Session of the April Adjourned

Term. 20 24

In the County Commission of said county, on the 18th day of April 20 24

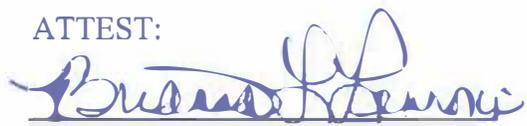
the following, among other proceedings, were had, viz:

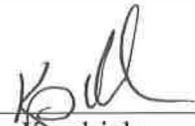
Now on this day, the County Commission of the County of Boone does hereby approve an agreement with Socket Telecom, LLC for "Last Mile" Broadband Connectivity Projects.

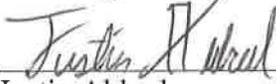
The terms of the Agreement are set out in the attached Contract and the Presiding Commissioner is authorized to sign the same.

Done this 18th day of April 2024.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing



5551 S. Tom Bass Road
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: April 15, 2024
RE: ARPA Funding Subrecipient: *C000772 – “Last Mile” Broadband Connectivity Projects* with Socket Telecom, LLC

Boone County, Missouri received ARPA grant funding from the federal government and the County Commission engaged in a RFP process to determine ARPA funding awards.

This ARPA award is for County contract # *C000772 – “Last Mile” Broadband Connectivity Projects* with Socket Telecom, LLC. The project includes last mile broadband connectivity to 661 households in 25 unserved high-cost areas.

Contract award is for a not to exceed amount of \$1,000,000.00 and will be paid from department 2983 – American Rescue Plan Act, account 82400 – Other Contracts.

Attached is a list of all the funded projects.



AGREEMENT FOR ARPA FUNDING
Boone County Contract # C000772
"Last Mile" Broadband Connectivity Projects

THIS AGREEMENT dated the 18th day of April, 2024 is made between **Boone County, Missouri**, a political subdivision of the State of Missouri, by and through the Boone County Commission, herein "**County**" and the and the **Socket Telecom, LLC, a Missouri Limited Liability Company (herein "Agency")**, with an effective date of the County's execution of this Agreement.

WHEREAS, County received American Rescue Plan Act (ARPA) funding in the form of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) funding from the federal government; and

WHEREAS, County desires to administer said funding in a transparent, accountable, and fiscally responsible manner; and

WHEREAS, Agency has made application for ARPA funding with County and County desires to award Agency certain ARPA funding; and

WHEREAS, the parties agree to cooperate on the form and content of expenditure documentation of the subject ARPA funds; and

IN CONSIDERATION of the parties' performance of the respective obligations contained herein, the parties agree as follows:

1. **US Treasury Department Guidance.** The guidance and FAQs issued by the US Department of Treasury regarding the SLFRF, including the SLFRF Final Rule, the SLFRF Final Rule Overview, SLFRF FAQs, and the SLFRF Compliance and Reporting Guidance is to be considered part of this formal contract and is incorporated as if fully set forth herein.

2. **Contract Documents.** This agreement shall consist of this Agreement for ARPA funding, the US Treasury Guidance incorporated above, the Boone County Required ARPA contract clauses appendix, the Boone County Data Collection Attachment, the ARPA Funding Certification attached hereto, Agency's application for funding, the approved Scope of Work, the approved budget, the approved timeline, and other information pertaining to the project. All such

documents shall constitute the contract documents, which are attached hereto and incorporated herein for reference.

3. **Approved Funding / Contract Not-To-Exceed.** County will pay Agency an amount not-to-exceed One Million Dollars (\$1,000,000).

4. **Project.** County agrees to provide funding for, and Agency agrees to perform the Project set out in the attached Scope of Work.

- a. Agency actions. Agency will do the following in furtherance of the program contemplated in this Agreement:
 - i. Complete the work set out in the attached Scope of Work to extend FTTP (Fiber to the Premise) to 661 households in 25 areas as set forth in Agency's Revised Scope of Work dated 2-16-2024 which is incorporated herein.
 - ii. Agency will ensure compliance with all applicable federal and state laws and regulations including required contract provisions in the administration of the project.
 - iii. Agency will present draw-down requests to on a reimbursement basis. Each invoice will include all documentation necessary to substantiate the draw-down request. The draw-down request will be for one-third of the attached, documented project expenses such that the County's \$1,000,000 payment will be completed when Agency completes its approximately \$3,000,000 in expenditures for the project.
 - iv. Agency will timely cooperate with County to resolve any inquiries or outstanding issues associated with Agency's documentation provided with its draw down request.
 - v. Agency will recognize the role of County's ARPA funds when describing or advertising the project.
 - vi. Agency, in compliance with 2 CFR 200.334, will for three (3) years after completion of the project will provide all information and documentation needed for monitoring purposes by the County, the County's external auditor, or U.S. Treasury.
 - vii. Agency will present appropriate documentation to support the full draw down of the funding contemplated in this agreement no later than June 30, 2026.
- b. County payments and other actions. County will do the following in furtherance of the program contemplated in this Agreement:
 - i. County will pay up to the contract not-to-exceed amount indicated above to Agency after Agency presents a full and complete application

for payment/invoice with supporting documentation justifying the payment request.

- ii. County's payments will be for one-third of the documented expenses in each draw-down request such that the County's \$1,000,000 total contract payment will be completed when Agency completes its approximately \$3,000,000 in expenditures for the project.

5. ***Certification at conclusion of services under Agreement.*** Within thirty (30) days after the County has made its last payment contemplated herein, Agency will certify to the County as follows:

- a. All expenditures made with the provided funding were: 1) to perform activities deemed allowable under federal guidance and approved herein; 2) expenses were incurred after March 3, 2021; and 3) all funds were expended prior to December 31, 2026.
- b. Agency is not using ARPA funds to meet the local matching portion of another federal award unless permitted by the other award.
- c. All expenditures adhere to applicable, official federal guidance on what constitutes a necessary and proper expenditure for purposes of ARPA funds.
- d. Agency has not documented any expenditures under this Agreement for which Agency received any other funding for the same expense.
- e. Agency shall return to County any expenditure that is later found not to adhere to applicable federal restrictions.
- f. Agency will certify the amount of federal funds expended during each calendar year the project was in effect.
- g. The person signing the final certification has authority to do so on behalf of and for Agency.

6. ***Avoiding Duplication of Funding.*** Agency shall not invoice County for expenses invoiced to another funding source. Agency shall provide documentation and assurances to County that payments received from County are not a duplication of reimbursement from any other source of funding.

7. ***Audits and Records Retention.*** Agency agrees to keep, maintain, and make available to County or its designee records relating to this contract agreement sufficient to verify the expenditure of funds in accordance with the terms of this agreement for a period of three (3) years following expiration of this agreement and any applicable renewal or for so long as there is any open monitoring or audit, whichever is longer.

8. ***Modification or Amendment.*** In the event Agency requests to make any change, modification, or an amendment to this contract, a request for the proposed modification or

amendment must be submitted in writing to the County Commission for consideration and possible approval by the County Commission.

9. **Compliance with Laws.** In performing all services under the resulting contract agreement, Agency shall comply with all applicable local, state, and federal laws, ordinances, rules, and regulations.

10. **Discrimination.** Agency will refrain from discrimination on the basis of race, color, religion, sex, national origin, ancestry, disability, age, sexual orientation, genetic information, and familial status and comply with applicable provisions of federal and state laws or county or municipal statutes or ordinances, which prohibit discrimination in employment and the delivery of services.

11. **Subcontracts.** Agency may enter into subcontracts and other agreements in connection with a project as Agency deems necessary within the terms of the contract. Any subcontractor or party to an agreement with Agency on this project shall be subject to the audit/monitoring requirements stated herein and all other conditions and requirements of this contract agreement.

12. **Employment of Unauthorized Aliens Prohibited.** Agency agrees to comply with Missouri State Statute section 285.530 in that they shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. Agency shall require each subcontractor to affirmatively state in its Agreement with the Agency that the subcontractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. Provider shall also require each subcontractor to provide Agency a sworn affidavit under the penalty of perjury attesting to the fact that the subcontractor's employees are lawfully present in the United States.

13. **Termination.** This Contract may be terminated, with or without cause, by either party upon thirty (30) days written notice to the other party. In addition, the agreement may be terminated by County upon fifteen (15) days' written notice for any of the following reasons:

- a. Due to the material breach of any term or condition of this Agreement; or
- b. If appropriations are not made available and budgeted as required by Missouri law.

14. **Indemnification and Hold Harmless.** To the extent permitted under Missouri law, the Agency agrees to hold harmless, defend and indemnify the County, its officials, directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of the Agency's services (meaning anyone, including but not limited to consultants having a contract with the Agency or subcontractor for part of the services), or anyone

directly or indirectly employed by the Agency, or of anyone for whose acts the Agency may be liable in connection with providing these services including any noncompliance with applicable ARPA regulations. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

15. **Independence.** This contract does not create a partnership, joint venture, or any other form of joint relationship between the County and Agency.

16. **Binding Effect.** This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

17. **Entire Agreement.** This agreement constitutes the entire agreement between the parties as to this funding application/proposal and supersedes any prior negotiations, written or verbal, and other proposal or contractual agreements. This agreement may only be amended by a signed writing executed with the same formality as this agreement. It is anticipated the parties may have other agreements that address other funding applications/proposals for ARPA funding.

18. **Notice.**

- a. Any written notice or communication to **County** shall be emailed to cdykhouse@boonecountymo.org or such other address as is provided to Agency by County.
- b. Any written notice or communication to **Agency** shall be emailed to Matt Kohly, mkohly@corp.socket.net and/or mailed or delivered to: Socket Telecom, LLC, Attn: Matt Kohly, 2703 Clark Lane, Columbia, MO 65202.

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

Agency: Socket Telecom, LLC

By:

DocuSigned by:
George Pfeninger
D36C8F55FC4C485...

Boone County, Missouri

By: Boone County Commission

DocuSigned by:
Kip Kendrick
57400BED95434D4...

Kip Kendrick, Presiding Commissioner

ATTEST:

DocuSigned by:
Brianna L Lennon
D267E242BF894BC...

Brianna L. Lennon, County Clerk

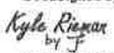
Approved as to Legal Form:

DocuSigned by:

7D71DEAEB9D74DD...

CJ Dykhouse, County Counselor

BOONE COUNTY 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.)

DocuSigned by:

8C24BD84EE7A4B3...

4/16/2024

2983-84200 / \$1,000,000.00

Signature

Date

Appropriation Account

195 -2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ca.

April Session of the April Adjourned

Term. 20 24

In the County Commission of said county, on the 18th day of April 20 24

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 Juvenile Officer Performance Standards Education Initiative grant proposal submitted by the 13th Judicial Circuit, Family Court --Robert L. Perry Juvenile Justice Center.

Done this 18th day of April 2024.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Kip Kendrick
Kip Kendrick
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner



**STATE OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR
REQUEST FOR PROPOSAL**

RFP NO: OSCA 24-02250
TITLE: Juvenile Officer Performance
Standards Education Initiative
ISSUE DATE: February 9, 2024

CONTACT: Trish Adamson
PHONE NO: (573) 526-8818-6766
EMAIL: osca.contracts@courts.mo.gov

Proposals will be accepted on an ongoing basis until April 30, 2024 or funds are no longer available. Qualifying projects will be reviewed before funding is authorized.

RETURN PROPSALS VIA EMAIL OR BY MAIL TO:

(U.S. Mail)
Office of State Courts Administrator
Attn: Contract Section
P.O. Box 104480
Jefferson City, MO 65110 - 4480

or

(Courier Service)
Office of State Courts Administrator
Attn: Contract Section
2112 Industrial Drive
Jefferson City, MO 65109

CONTRACT PERIOD: Date of Award through June 15, 2024

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE CIRCUIT IS INCLUDED IN PROPOSAL)		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE CIRCUIT IS INCLUDED IN PROPOSAL)		DATE 4/11/24
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
COURT 13th Judicial Circuit		
MAILING ADDRESS 5665 Roger I Wilson Memorial Drive		
CITY, STATE, ZIP Columbia, MO 65202		
CONTACT PERSON Tara Eppy		TITLE Superintendent
PHONE NUMBER 573-886-4450	FAX NUMBER 573-886-4461	EMAIL ADDRESS Tara.Eppy@courts.mo.gov

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
CONTRACT NO.	CONTRACT PERIOD	
CONTRACTS SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR

1.0 INTRODUCTION

The Juvenile Division Education Committee (JDEC) through the Office of State Court Administrator (OSCA) is seeking proposals from circuit courts interested in sponsoring relevant professional development for juvenile and family court staff to aid courts in compliance with the Missouri Juvenile Officer Performance Standards (2017). A court may work independently, but collaboration with other courts in a regional effort is encouraged and preferred. Participants may include, but are not limited to, juvenile court staff, juvenile detention staff, juvenile and family court judges and commissioners, attorneys for juvenile officers, guardians ad litem and circuit clerk staff.

- 1.1 The approved funding allows for *reimbursement* to the county treasurer on behalf of the juvenile and family courts for the costs associated with the development and implementation of approved professional development courses.
- 1.2 Limited funding is being provided. Award amounts will be limited to \$5,000.00 per award.
- 1.3 Proposals can be submitted electronically to osca.contracts@courts.mo.gov and more than one proposal can be submitted.
- 1.4 OSCA will review and forward the request to the JDEC. The JDEC shall have final approval based on the merits of each proposal received as well as the availability of funds.

2.0 PROGRAM KEY COMPONENTS

Programs shall adhere to the [Missouri Juvenile Officer Performance Standards \(MJOPS\) \(mo.gov\)](http://mo.gov) and [Educational Opportunities for Juvenile Officers \(mo.gov\)](http://mo.gov) as recommended by the Supreme Court of Missouri.

3.0 EVALUATION AND AWARD CRITERIA

Awards are made by the JDEC based on the incorporation of standards and cost efficiency.

- 3.1 State and County employees must follow section 105.454 RSMo. No elected or appointed official or employee of the state or any political subdivision thereof, serving in an executive or administrative capacity, shall:

- (1) Perform any service for any agency of the state, or for any political subdivision thereof in which he or she is an officer or employee or over which he or she has supervisory power for receipt or payment of any compensation, other than of the compensation provided for the performance of his or her official duties, in excess of five hundred dollars per transaction or five thousand dollars per annum, except on transactions made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer is the lowest received.

4. CATEGORY OF ELIGIBLE FUNDS

Funding for costs shall be associated with the following categories **only**:

- a. **Contractual Services:**
Funds for the purpose of providing speaker fees, rental of meeting spaces or contracting for the purchase of lunch for participants.
- b. **Resource Materials:**
Funds to purchase or reproduce resource materials for distribution to attendees, such as DVDs, books, brochures and/or pamphlets related to the educational topic.
- c. **Equipment Rental:**

Equipment rental requests, such as a laptop or multimedia projector, may be included in the application but only if required for the educational session. Purchase of computer equipment or peripherals shall not be funded through this initiative.

d. **Administrative Costs and Supplies:**

Funds may be awarded to purchase supplies required for the educational session and/or to cover the travel costs for guest speakers.

5.0 AWARDS

The JDEC may adjust, in whole or in part, any request based upon the reasonableness of the request and the availability of funds.

5.1 All invoices must be submitted to OSCA by June 15, 2024, to ensure reimbursement within this fiscal year.

5.2 If it appears not all funds will be used, the JDEC may, reduce the amount awarded and redistribute as needed. Prior notification shall be given before such action is taken.

5.3 Funds awarded shall not be used to supplant existing local or state funds. Supplanting refers to using program funds to replace funds normally available and received from local or state sources.

6.0 REIMBURSEMENT OF COSTS

No payments shall be made to any contracted provider unless OSCA contracts directly with the provider. The county will pay for services before requesting reimbursement. OSCA anticipates a 2 to 4 week turnaround on reimbursement requests. If more than one county is included in the proposal, the proposal must designate which county is paying the expenses and shall receive reimbursements. All expenses must follow OSCA policies regarding meals and transportation. This must be addressed with the county treasurer when planning your education proposal.

6.1 A Certificate of Compliance form will be provided electronically shortly upon award. Invoices, a completed Certificate of Compliance and other supporting documentation must be submitted to OSCA, P.O. Box 104480, Jefferson City, MO 65110-4480, attention of Courtney Cassil, no later than thirty (30) days after the completion of the educational program. These items may be submitted electronically to Courtney.cassil@courts.mo.gov

7.0 APPLICATION REQUIREMENTS

A proposal consisting of a completed and signed RFP document including the application (Attachment A) must be submitted.

7.1 Proposals must be signed by the Presiding Judge or the Family Court Administrative Judge. If a joint application is submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.

7.2 Proposals may be submitted via:

- Email to osca.contracts@courts.mo.gov; or
- Regular mail to the address on the cover page.

8.1 Budget

The budget is required and included in Attachment A.

Circuit Number: 13th	
Judge _____	Superintendent _____

Circuit Number:	
Judge _____	Juvenile Officer _____

Circuit Number:	
Judge _____	Juvenile Officer _____

Circuit Number:	
Judge _____	Juvenile Officer _____

Attachment A

JUVENILE OFFICER PERFORMANCE STANDARDS EDUCATION PROPOSAL

Circuit(s) Applying	Location of Educational Session List city	Proposed dates
13th	Columbia	May 20-21, 2024

Educational Topics

Motivational Interviewing (MI): This is an evidence-based approach to behavior change. It is a guided style of communication that is designed to empower people to change by drawing out their own capacity to change. MI is particularly useful to help people examine their situation and options.

Learning Objectives

MI will teach participants to use (OARS) Open Questions, Affirmations, Reflections, and Summarization when communicating with clients. MI also teaches techniques in Engaging, Focusing, Evoking, and Planning within the communication.

Proposed Speaker(s): describe

Misty Werkmeister is a licensed mental health professional trained to provide Motivational Interviewing training.

Target Audiences

Lists the titles of juvenile justice professionals who will participate

Detention staff, Juvenile Office staff, and Family Treatment Court staff.

Estimated number of participants

14 max participants for the 2 day training.

Budget:

Project Funding Breakdown

Identify the applicable funding needs in the following areas of the proposed education program.

Contractual Services	\$2800.00
Resource Materials	
Equipment Rental	
Administrative cost and supplies	
Total of Funds Requested	\$2800.00