



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
JOINT FORCES HEADQUARTERS KANSAS
2800 SOUTHWEST TOPEKA BOULEVARD
TOPEKA, KS 66611-1287

**MEMORANDUM OF AGREEMENT
BETWEEN
THE KANSAS 911 COORDINATING COUNCIL AND THE KANSAS ADJUTANT GENERAL'S
DEPARTMENT**

SUBJECT: 911 Liaison Position

1. This memorandum outlines the agreement between the Kansas 911 Coordinating Council and the Kansas Adjutant General's Department regarding one Full Time Equivalent (FTE) position to be located within the Adjutant General's Department and funded by the 911 Coordinating Council through the Local Collection Point Administrator (LCPA). This position will be a Class Title *Planner II* with a position title of *911 Liaison*. Starting pay grade will be 30, step 6.
2. The Kansas Adjutant General's Department will:
 - a. Provide one FTE position for this employee
 - b. Be responsible for all Human Resource administrative and fiscal/pay functions for the position
 - c. Provide to the LCPA NLT 45 days prior to the start of a new quarter verification of the previous quarter's expenditures and make any adjustments (+/-) to the next quarter's figure
 - d. Receive funds from the LCPA on a quarterly basis into the General Fees Fund
3. The Chief Information Officer, Kansas Adjutant General's Department will:
 - a. Function as the employee's supervisor
 - b. As a member of the 911 Coordinating Council, provide tasking and guidance to the employee at the direction of the Council and/or Chairman
4. The 911 Coordinating Council and /or Chairman will:
 - a. Determine position duties and responsibilities and provide same to employee and supervisor
 - b. Provide supervisor and employee quarterly feedback regarding past performance and future goals
 - c. Direct the LCPA to submit quarterly payment to the Comptroller's Office, Kansas Adjutant General's Department covering all salary and benefits for the position. The check should be made payable to *The Adjutant General's Department* and mailed in-care-of of the *State Comptroller*.
5. The Local Collection Point Administrator will:
 - a. At the direction of the Council, submit quarterly payment covering all salary and benefits for the position NLT 30 days prior to the start of a new quarter to the Comptroller's Office, Kansas Adjutant General's Department
6. Projected associated costs and payment schedule are as follows:
 - a. Total salary: \$50,918
 - b. Total benefits: \$21,367
 - c. Total travel budget: \$15,000
 - d. **Total quarterly payment: \$21,821**
 - e. The quarter within this agreement is signed and the position is filled shall be pro-rated
 - f. The quarterly travel portion of this payment may be adjusted up or down through coordination of all signatories depending on projected travel for a particular quarter, however, the total travel budget for the year will not exceed \$15,000
 - g. All parties agree to within fiscal year changes to these figures based upon any state-wide adjustments for salary or benefits

7. This agreement shall be reviewed and renewed NLT 31 May each year for the following state fiscal year.



LEE E. TAFANELLI
Major General, NGKS
The Adjutant General

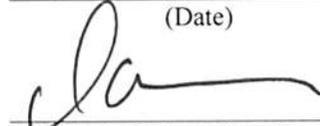
1 MAY 13

(Date)



MELISSA WANGEMANN
Local Collection-Point Administrator
Kansas Association of Counties

(Date)



CHRIS A. STRATMANN
Col, NGKS-IMZ
Chief Information Officer/J6

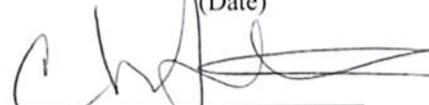
29 MAR 2013

(Date)



WALT WAY
Chairman
Kansas 911 Coordinating Council

(Date)



CHERIE R. FROETSCHNER
State Comptroller
Adjutant General's Department, Kansas

3/29/13

(Date)