



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 20, 2026**

115 N 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Vice-Chair](#)

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
Kathryn Focke	County Commissioner	Present	8:30 AM
John Ford	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	County Counselor	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:36 AM
David Adams	Emergency Services Director	Present	8:58 AM
Michele Reid	Human Resources Manager	Present	9:04 AM
Shanika Rose	Chronic Disease Risk Reduction Coordinator	Present	9:30 AM
Jenni Ebert	Community Health Educator	Present	9:30 AM
Diane Creek	Health Department Director	Present	9:30 AM

Pledge of Allegiance

Public Comment

Hansen discussed holding John Ellermann's evaluation on Thursday but knows Ford will not be present and needs to know if they want to hold it or move it.

The Board agreed by consensus to leave Ellermann's evaluation on Thursday's agenda.

Commission Comments

Ford's Comments:

Thursday afternoon I had my first appointment with the dietitian; all went well to start. Going

to start with two appointments per month until we can really get things going.

Friday I listened in on a webinar titled “Pulse of Public Health: A Commissioners Guide” from KDHE. It discussed the value of public health and how it protects communities and helps strengthen the state of Kansas as a whole. Several segments including emergency preparedness, environmental health, animal health, Healthcare Systems, and health equity were discussed during the webinar. Friday I had a meeting with a group of constituents who were eager to discuss reorganization and the county's need for an administrator moving forward. Answered a lot of questions and had a very solid dialog on the subject. Hopefully they understand the need just a bit better now.

Saturday I attended the monthly breakfast meeting of the Riley County Republicans at HyVee. It was a very well attended meeting with both state, federal, and local officials as well as candidates for other offices were in attendance. I had a chance to make a few comments on behalf of Riley County to complete the meeting.

The rest of the weekend was rather quiet, but I did manage to get some things done at home and worked to get prepared for the upcoming week.

McKinley's Comments:

Saturday was the monthly meeting of the Riley County Republicans. We heard from the state senator and representatives about what they accomplished and what they wanted to pass.

Reviewed the law board packet for today's meeting.

Focke's Comments:

Thursday afternoon I had an appointment at Via Christi, and after that I went to my chiropractor. I had done some yard work that apparently didn't agree with my back.

Friday I had a follow up with the eye surgeon to check my eye after the laser treatment. Everything looks good, so that's complete. I picked up the Law Board packet at RCPD and started reviewing it. It looks like a long meeting this afternoon.

This weekend, I spent time reviewing the Law Board packet and all the notes and suggestions from our reorganization discussion on Thursday, reviewed today's agenda and documents, did some work in my office here and at home, and continued to work on spring cleaning in the house and yard.

Sunday, our bell choir played at the church service.

Business Meeting

1. National Drug Endangered Children Awareness Day Proclamation

Move to approve the National Drug Endangered Children Awareness Day

Proclamation.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Review Minutes

2. Board of Riley County Commissioners - Regular Meeting - Apr 16, 2026 8:30 AM

Move to approve the minutes of April 16th as presented.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Review Tentative Agenda

3. Tentative Agenda

Press Conference Topics

9:00 AM

Jacob Hansen, County Counselor

4. Administrative Work Session

Hansen discussed HB 2043.

5. Staff Update

Hansen said he will be presenting at a conference this week.

Hansen stated the nuisance abatement case was held Friday.

Hansen said he is working with departments on various issues. He said he has a couple of resolutions he will be presenting to the Board.

9:15 AM

David Adams, Riley County Emergency Services Director

6. April Staff Update

Adams presented the EMS/Ambulance staff update.

9:30 AM

Press Conference

7. Presentation of the National Drug Endangered Children Awareness Day Proclamation - Kathryn Focke and Shanika Rose (3-5 minutes)

Focke presented the National Drug Endangered Children Awareness Day Proclamation to Shanika Rose.

Rose thanked the Board for their support of the Proclamation.

8. Elections Office Closure - Rich Vargo (1-2 minutes)

Vargo reported the Elections Division of the Clerk's Office will be closed for mandatory election training on Wednesday, April 29th, noon-5:00 p.m., Thursday, April 30th all day, and Friday, May 1st.

9:40 AM

Jacob Hansen, County Counselor

9. Executive session to discuss a performance matter involving non-elected personnel

9:40 a.m. Move that the County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, with Jacob Hansen, County Counselor, attorney for the commission; Rich Vargo, County Clerk; Elizabeth Ward, Human Resources Director; and Brittany Phillips, Budget and Finance Officer, recess into executive session for personnel matters of non-elected personnel, an exception to the Kansas Open Meetings Act, and to protect the privacy of the employee(s), the open meeting to resume in the County Commission Chambers at 10:10 a.m.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:10 a.m. Move the Board of County Commissioners come out of executive session.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move the record reflect no binding action was taken during the executive session.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:10 a.m. Move that the County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, with Jacob Hansen, County Counselor, attorney for the commission; Rich Vargo, County Clerk; Elizabeth Ward, Human Resources Director; and Brittany Phillips, Budget and Finance Officer, recess into executive session for personnel matters of non-elected personnel, an exception to the Kansas Open Meetings Act, and to protect the privacy of the employee(s), the open meeting to resume in the County Commission Chambers at 10:40 a.m.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:40 a.m. Move the Board of County Commissioners come out of executive session.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Adjournment

10:41 a.m. Move to adjourn.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

12:00 PM

Law Enforcement Agency Meeting

10. Law Board Agenda/Package

Announcements

The 2026 KCCA Annual Conference will be held April 22nd - April 24th at the Hilton Garden Inn in Hutchinson, Kansas.

