

**DIRECTORS' MEETING
MONDAY, JUNE 8, 2009
COUNTY-CITY BUILDING
ROOM 113, 11:00 A.M.**

I. CITY CLERK

II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL

PRESENTATIONS:

1. Personnel.
2. Human Rights.

MAYOR

1. NEWS ADVISORY. Mayor Beutler's public schedule for May 30 through June 5, 2009. (Schedule forwarded to Council Members on May 29, 2009)
2. NEWS ADVISORY. Mayor Beutler and the University of Nebraska Public Policy Center will release preliminary results from the "Taking Charge online budget survey. June 3, 2009 in the City Council Chambers, 555 South 10th Street, at 10:00 a.m. (Forwarded to Council Members on June 2, 2009)
3. Letter to Dale Michels, M.D. from Mayor Chris Beutler regarding the City's emergency medical services.
4. NEWS RELEASE. "Taking Charge" results show support for City services.
5. NEWS RELEASE. Mayor directs City employees to use Lincoln Airport on business trips.

DIRECTORS

BUILDING AND SAFETY DEPARTMENT

1. Reply to Cynthia Heier (IV. Correspondence from Citizens to Council, No. 3) from Dale Stertz Chief Plans Examiner, regarding properties driveway clearance, possible damage to basement, fence and drainage.

HEALTH DEPARTMENT

1. Two household hazardous waste collections in mid-June.

PLANNING DEPARTMENT

1. Annexation maps:
 - a) Ordinance No's 19238 and 19240. Effective May 19, 2009, 9.65 and 137.01 acres;
 - b) Ordinance No. 19243. Effective May 19, 2009, 26.29 acres; and
 - c) Ordinance No. 19241. Effective May 19, 2009, 25.76 acres.

PUBLIC WORKS

1. Update on the North Lincoln Quiet Zone Project.

PUBLIC WORKS AND UTILITIES/STAR TRAN

1. StarTran Advisory Board actions.

III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS

1. Request to Greg MacLean, Public Works & Utilities Director - RE: West Van Dorn, 27th & Hwy 2, and 40th & Hwy 2 (RFI#135 - 06/03/09)

IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL

1. Email from Pam Baker asking to increase the City's support for the Lincoln Arts Council (LAC).
2. Email from Mary Nelson. Please keep the Lincoln Arts Council funding if possible.
3. InterLinc correspondence from Cynthia L. Heier asking for the City to look into two aligning properties before installation of a garage and fence. (Forwarded to Building and Safety Department for response)
4. Media Release. Community Health Endowment announces funding awards.
5. Media Release. Community Health Endowment meeting to feature Dan Buettner and Secrets of the "Blue Zones".
6. Correspondence from Randy Bartelt, Lancaster County Jail Chaplain, regarding Change of Zone No. 09010, text amendment to allow churches to held temporary or seasonal sales of goods at retail.

V. ADJOURNMENT

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**DIRECTORS' MEETING
MINUTES
MONDAY, JUNE 8, 2009
11:00 a.m.
COUNTY-CITY BUILDING
CONFERENCE ROOM 113**

Council Members Present: Jon Camp, Interim Chair; Jonathan Cook, Eugene Carroll, Adam Hornung, Jayne Snyder - - - **Absent:** Doug Emery, Chair; John Spatz, Vice-Chair

Others Present: Rick Hoppe, Trish Owen, Milo Mumgaard, Mayor's Office; City Clerk Joan Ross; John Hendry, City Attorney; Directors and Department Heads; and Tammy Grammer, City Council Secretary

Mr. Camp opened the meeting at 11:12 a.m. Location Announcement of the Nebraska Open Meetings Act: A Copy of the Nebraska Open Meetings Act is Located on the Wall at the Rear of this Room.

Mr. Camp noted Doug Emery and John Spatz are out of town.

I. CITY CLERK -

City Clerk Joan Ross stated on their Agenda today for Item 4, they have a Motion-To-Amend #1 which she just handed out to Council. This is to correct the spelling of Tim Francis' last name, not Frances. [*#4, 09R-92, Reappointing James McKee and Tim Francis to the Historic Preservation Commission for three-year terms expiring April 15, 2012.*]

Items 13 & 14 will be called together. [*#13, Application of Hector El Dragon Martinez Corporation dba El Rancho Authentic Mexican Restaurant for a Class I liquor license at 2700 "O" Street.; and #14, Manager application of Ever K. Preciado for Hector El Dragon Martinez Corporation dba El Rancho Authentic Mexican Restaurant at 2700 "O" Street.*]

Items 15 & 16 will be called together. [*#15, Application of TwoTwins, Inc. dba TwoTwins Café for a Class C liquor license at 333 North Cotner Blvd., #1.; and #16, Manager application of Denise A. Korinek for TwoTwins, Inc. dba Two Twins Café at 333 North Cotner Blvd., #1.*]

For Item 23, she handed out to Council the 1st Reading Ordinance and it was also linked to the agenda. [*#23, 09-83, Amending Ordinance No. 19223 which authorized and provided for the issuance of Lincoln Flats/Bank of the West Redevelopment Project Taxable Tax Allocation Bond, Series 2009A and Series 2009B in a total principal amount not to exceed \$764,000.*]

II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL -

PRESENTATIONS: -

Mark Koller, Personnel Director gave a presentation on the Personnel Department's objectives for 2009-2010. *[See Attachment 'A']*

Larry Williams, Director of Commission on Human Rights gave a presentation on the Commission on Human Rights objectives for 2009-2010. He will e-mail the PowerPoint presentation to Tammy Grammer to send to Council.
[See Attachment 'B']

MAYOR - No Comments from the Mayor's Office.

1. NEWS ADVISORY - RE: Mayor Beutler's public schedule for May 30 through June 5, 2009 (Forward to Council on 05/29/09) - NO COMMENTS
2. NEWS ADVISORY - RE: Mayor Beutler and the University of Nebraska Public Policy Center will release preliminary results from the "Taking Charge online budget survey on 06/03/09 at 10:00 a.m. (Forward to Council on 06/02/09). - NO COMMENTS
3. Letter Mayor Beutler to Dale Michels, M.D. - RE: The City's emergency medical services. - NO COMMENTS
4. NEWS RELEASE - RE: "Taking Charge" results show support for City services. - NO COMMENTS
5. NEWS RELEASE - RE: Mayor directs City employees to use Lincoln Airport on business trips. - NO COMMENTS

DIRECTORS - No Comments

BUILDING & SAFETY -

1. Reply to Cynthia Heier (IV. Correspondence from Citizens to Council, No. 3) from Dale Stertz Chief Plans Examiner - RE: Properties driveway clearance, possible damage to basement, fence and drainage. - NO COMMENTS

HEALTH -

1. NEWS RELEASE - RE: Two household hazardous waste collections in mid-June. - NO COMMENTS

PLANNING -

1. Annexation maps: - - - - NO COMMENTS
 - a.) Ordinances #19238 and #19240 - Effective: May 19, 2009 - 9.65 and 137.01 acres;
 - b.) Ordinance #19243 - Effective: May 19, 2009 - 26.29 acres; and
 - c.) Ordinance #19241 - Effective: May 19, 2009 - 25.76 acres.

PUBLIC WORKS -

1. E-Mail from Alicea McCluskey - RE: Update on the North Lincoln Quiet Zone Project. - NO COMMENTS

PUBLIC WORKS & UTILITIES/STARTRAN -

1. Memo from Greg MacLean - RE: StarTran Advisory Board actions. - NO COMMENTS

III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS -

JON CAMP -

Mr. Camp commented you may have heard last week the City Council talked about changing the start time of the 1:30 p.m. meetings to 3:00 p.m. One of the discussion items they had was that it might be more helpful to Directors and staff time if they conduct their meetings in the afternoons, so they did not split mornings and afternoons. They're trying to be understanding of your time as well as your staff, and then from the public standpoint if they come and testify they may not have to take as much time off from work. Our goal was to go through the month of June to hear if anyone had public comments on the proposal change time of the meetings before they make a decision. Discussion this issue again at the Organizational Meeting on June 22nd to talk about public comments they had on it and at this time vote on it. If approved the first meeting would be in August starting at 3:00 p.m. with pre-councils, Directors' Meeting and Organizational Meeting starting at 1:30 p.m. and the last meeting of the month would still be at 5:30 p.m. Mr. Camp commented if you have feedback for them, please let them know.

Mr. Camp commented by historical note in the Sunday's newspaper there was an article talking about the history of Lincoln. The article mentioned that in 1909 the new Lincoln City Council decided to give up night meetings and the new starting time was 4:00 p.m.

Mr. Camp stated he still wants to work with Greg MacLean (Public Works & Utilities Director) on some deterioration of sidewalks and curbs and have a pre-council on this issue.

EUGENE CARROLL - No Comments

JONATHAN COOK - No Comments

1. Request to Greg MacLean, Public Works & Utilities Director - RE: West Van Dorn, 27th & Hwy 2, and 40th & Hwy 2 (RFI#135 - 06/03/09). - NO COMMENTS

DOUG EMERY - Absent

ADAM HORNUNG -

Mr. Hornung commented he was at the Health Department today, and if the other two new Council members have not gone yet they should. They did a very good job showing him around and presenting their budget to him. Telling him about what percentage of their budget comes from the City, County and what percentage comes from fees and grants. He wants to commend Judy Halstead, Bruce Dart and everyone at the Health Department they do a great job. One of the things he wanted to encourage other departments to do is talk to the Health Department about some of the creative ways they've been able to fund some of their operations in ways that do not require City budgets. Ms. Halstead offered her services to help other departments, so he would really encourage every department to do this because they've been very good at it and it's appreciated by him.

JAYNE SNYDER - No Comments

JOHN SPATZ - Absent

IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL -

1. E-Mail from Pam Baker - RE: Asking to increase the City's support for the Lincoln Arts Council. - NO COMMENTS
2. E-Mail from Mary Nelson - RE: Please keep the Lincoln Arts Council funding if possible. - NO COMMENTS

3. E-Mail from Cynthia L. Heier - RE: Asking for the City to look into two aligning properties before installation of a garage and fence (Forward to Building & Safety Department for response). - NO COMMENTS
4. Media Release from Lori Seibel - RE: Community Health Endowment Announces Funding Awards. - NO COMMENTS
5. Media Release from Lori Seibel - RE: Community Health Endowment Meeting To Feature Dan Buettner and Secrets of the “Blue Zones”. - NO COMMENTS
6. E-Mail from Rev. Randy Bartelt, Lancaster County Jail Chaplain - RE: Change of Zone #09010, Text amendment to allow churches to held temporary or seasonal sales of goods at retail. - NO COMMENTS

ADDENDUM - (For June 8th)

I. CITY CLERK - None

II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL -

MAYOR -

1. NEWS ADVISORY - RE: Mayor Beutler’s Public Schedule Week of June 6 through June 12, 2009 - Schedule subject to change. - NO COMMENTS
2. NEWS RELEASE - RE: Open House Set For Street Projects Funded By Stimulus Bill. - NO COMMENTS
3. NEWS RELEASE - RE: City Pools Open Tomorrow - City making progress on updating pool drains. - NO COMMENTS
4. NEWS RELEASE - RE: City Council Seeks Input on Meeting Time. - Mr. Camp mentioned this issue earlier. (See those comments under “III. Jon Camp”.)

DIRECTORS - None

III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS -

CAMP - None

1. E-Mail from Gene Hogan with Response from Jon Camp - RE: Pit Bulls. - NO COMMENTS

IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL - None

[End of Addendum]

V. MEETING ADJOURNED - Approximately at 12:09 p.m.

dm060809/tjg

Objectives 2009-10

Attachment A

Objectives 2009-2010 is an effort to aid Departments in strategic planning. Each Department will prepare to answer the following questions at our Wednesday Directors' meetings. Other Department Directors will offer their thoughts and suggestions to help shape the plan.

1. Are there interpretations of law (federal regulations, state statute, City Charter provisions or ordinances, Mayor's executive orders, or the department's published administrative procedures) that impact the provision of your Department's services and that need further clarification and/or review?

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> • Hiring: <ul style="list-style-type: none"> ○ Update to the Lincoln Municipal Code to reflect the change in the State Constitution banning Affirmative Action. The constitutional amendment bars public agencies such as universities and city governments from considering race, gender and ethnicity when handing out contracts, hiring employees and awarding scholarships. ○ The EEOC anticipates changes to the definitions for ethnic groups which will require changes to computer programs and data collection. ○ Beginning January 15, 2009, many federal contractors and subcontractors are required to begin using E-Verify to check the legal status of all new hires and some existing employees. This is the E-Verify Federal Contractor Rule. Failure to properly use E-Verify can lead to debarment from federal contracts. 90-day phase-in period. • Employment: New FMLA and Military Leave Rule Changes. 	<ul style="list-style-type: none"> • Legal Liability: <ul style="list-style-type: none"> ○ Tort Claims Settlement, (LMC 2.24.090) authority up to \$25,000. ○ As defined in the NEB Statutes 48-801 a municipal corporation requires corporate liability insurance. ○ The City of Lincoln is a "Self-Insured" under the rules of the Nebraska Workers Compensation Court. ○ Responsibility for Medicare Mandatory Insurer Reporting Requirements under the Medicare, Medicaid and SCHIP Extension Act of 2007. • Health & Benefits: Risk Management staff comply with HIPAA & coordinate compliance with Employee Benefits Legislation. • LTD: Risk Management coordinates claims for LTD benefits under the City's LTD Plan. • COBRA: Risk Management administers COBRA in-house including compliance with new COBRA regulations under the American Recovery and Reinvestment Act of 2009. • Safety: Under the City Safety Policies Risk Management is the lead agency for workplace safety compliance. • Wellness: Under the Wellness Miscellaneous Budget, Risk Management is the lead agency for City Wellness. 	<ul style="list-style-type: none"> • CIR: Interpretations of the provisions of Sec. 48-801 et. seq. that impact employee compensation, benefits etc. • FLSA: Annually monitor changes and modifications to the Fair Labor Standards Act as it pertains to the classification system and the Exempt and Non – Exempt status. • Classification Audits: We are averaging approximately six months to complete individual classification audits. Completed 57 in 2008 and currently have 25 in progress for 2009. Negotiated wage levels will likely result in increased audits.

Objectives 2009-10

Objectives 2009-2010 is an effort to aid Departments in strategic planning. Each Department will prepare to answer the following questions at our Wednesday Directors' meetings. Other Department Directors will offer their thoughts and suggestions to help shape the plan.

2. What should be changed or modified in your Department to better provide current services and which do not require additional financial resources?

Employment Division	Risk Management & Benefits Division
<ul style="list-style-type: none"> • Policy & Procedures: <ul style="list-style-type: none"> ○ Expand and amend the City and County Harassment policy to include Anti-bullying. ○ Change typing test procedures from application to interview step. ○ Update forms from a download 'pdf' version to one that can be completed on-line and submitted. • Training: Create an on-line training registration form. 	<ul style="list-style-type: none"> • Health Insurance: Bid out health insurance this year to our existing and potential new carriers. Also look at TPA firms using the Midlands Choice network. We would anticipate a cost savings with this strategy. • Property & Casualty Insurance: City Risk Management handles insurance and self insurance for the City of Lincoln, LES, the Community Health Endowment Board and for JAVA. Recommend that City Risk Management take over the procurement of insurance, claims administration and loss control services for other, smaller agencies. This would include LTD insurance for Lancaster County, additional services for the Airport Authority (i.e., some of our life insurance coverages) Lincoln Housing Authority and/or the Peoples Choice Credit Union. A 'One-Stop' could result in significant cost savings. • Outsourcing Difficult or Technical Liability & Workers Compensation Claims: to be paid from existing insurance and self-insurance. Use experienced firms where greater expertise is required. • Business Continuity Planning: This would involve planning to carry on business and complete work services during an emergency or natural disaster.

Objectives 2009-10

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3. What should be changed or modified in your Department to better provide current services and which do require additional financial resources?

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> • Training: Provide additional employee and supervisory training for such topics as harassment, discipline, interviewing, purchasing, performance appraisal, etc. Support sending Employment staff to training to learn certain computer software to enhance efficiencies for report writing. • Technology: Request two wireless headphones for Employment Clerks who are department receptionists. Add Police Department to on-line 'aptrack' process. On-line exit interview form/survey. Updates to 'aptrack' system to enable efficiencies. Request computer hardware upgrades to enable burning CD's. • Recruiting: Expand procedures to conduct background checks. Update career fair materials – to better recruit diverse populations 	<ul style="list-style-type: none"> • Web Based Open Enrollment: Initiation of a web based open enrollment program for employee benefits, to be initiated with the help of Information Services. Estimated costs are under \$10,000. • Wellness: Bid out as a service to be provided by a wellness vendor. A wellness vendor may offer cost savings and provide greater emphasis on wellness services at the City of Lincoln. Cost could be borne through the Wellness Fund or the Health Insurance Fund. Estimated costs \$22,000. 	<ul style="list-style-type: none"> • Laptops: Used for Labor negotiations and would eliminate paper and notebook system. • Update the Classification System. There are some Job Classes that have not been updated for more than 10 years. Would require additional FTE. • Reorganization Reviews: Deferred reorganization reviews that can help find organizational efficiencies. Would require additional FTE.
		<p style="text-align: center;">Administration Division</p> <ul style="list-style-type: none"> • Personnel Action: Move all of the processing for the Personnel Action Forms to the Department level. Personnel would become the check and balance for this particular process. Reduce the amount of paper and labor intensive work to save staff time and money - may cost to change the computer system, i.e., use pin numbers rather than signatures and/or signature stamps currently used to indicate approval.

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4. If you had to discontinue at least one current program or service, what would it be and for what reason?

Risk Management & Benefits Division

Some administrative fees under the Workers Compensation Court are being discontinued this year. We would therefore reduce funding this function and produce savings of \$40 – 45,000.

Objectives 2009-10

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5. What new services do you think your department should provide and for what reason?

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> • On-line Webinars: to provide convenient and consistent training to employees/supervisors either individually in offices, or in small groups • Disciplinary Team: Establish a dedicated team to be responsible exclusively for disciplinary action. This would require expertise to act on all disciplinary matters of the City of Lincoln and Lancaster County. 	<ul style="list-style-type: none"> • Consolidation: <ul style="list-style-type: none"> ○ Consolidate the location of the primary Personnel department in one area, rather than the current spread of 3 locations. ○ Human Resource Management is usually extensively involved with all users, providing needed HR staff to assist other departments with HR services. A consolidation of HR/Personnel staff, including those paid by other City/County Departments, should report to the HR Director, or have a matrix reporting function to ensure continuity and compliance with generally accepted HR standards. This could also result in efficiencies and cost savings. • Wellness Program: supporting smoking cessation and/or weight reduction. Studies show that employees, who quit smoking and have a healthy weight, reduce health insurance expenses, improve efficiency, etc 	<ul style="list-style-type: none"> • Management Training – Design a Management Academy to increase the professional status of the organization and better assist us with transition and or succession planning. • Succession Planning: Improve succession planning as approximately 67% of all employees in the M or management group at age 50 or older – approximately 1/3rd of all employees are 50 or older. Would require funding an intern program, reserve management pool, and/or cross training with rotation orientation.

Objectives 2009-10

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6. With respect to any of the above questions, have you explored, or has your staff explored best management practices elsewhere in the country?

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> • Memberships: <ul style="list-style-type: none"> ○ Best practices are available on the Society for Human Resources Management (SHRM) website. ○ Participation in Lincoln Human Resources Management Association LHRMA to network and learn from local employers. • Surveys: Survey other cities in the region for policies and practices. 	<ul style="list-style-type: none"> • Memberships: <ul style="list-style-type: none"> ○ Public Risk Management Association, a national association of Public Entity Risk Management Professionals. ○ We regularly monitor the response of local and national public entities that are a part of the States Risk Retention Group, an insurance risk pool that include the City of Lincoln. ○ We informally network with state and university benefits and risk management staff on a regular basis. 	<ul style="list-style-type: none"> • Compensation Surveys: On an annual basis we are testing the region for Market conditions which would have an impact on wages and benefits for the City of Lincoln and Lancaster County. We use that information to develop trends which we can use for future planning and for labor negotiations. In testing the market we are contacting Personnel Departments throughout the mid-west. • Police & Fire Pension Fund: On an ongoing basis we monitor the national economic news and the general trends in investments. We attend conferences and have money managers come to Lincoln for educational purposes.

Objectives 2009-10

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7. With respect to responses provided in 1 through 3 and 5 above, what do you want to accomplish in budget year 2009-2010 (list in priority order with number 1 being the highest priority)? Please consider the Citywide outcomes and goals in your response. Each item in #1 would be a priority because they would be mandated by a change in a law.

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> • Employment: <ul style="list-style-type: none"> ○ Implement new Fire contract drug testing. ○ Additional requirements for background checks ○ EAP focus at the Lancaster Manor • Recruiting: Update career fair materials – to better recruit diverse populations. • Technology: Request two wireless headphones for Employment Clerks. Add Police Department to on-line aptrack process. On-line exit interview form/survey. Updates to aptrack system to enable efficiencies. Request computer hardware upgrades to enable burning CD's. • Training: <ul style="list-style-type: none"> ○ Additional in-house employee and supervisory training for such topics as harassment, discipline, interviewing, purchasing, performance appraisal, etc. ○ Employment staff training to learn certain computer software to enhance efficiencies for report writing. 	<ul style="list-style-type: none"> • Bid out health insurance. • Continuity Planning is a Personnel Service that should be a part of the Personnel Department, Risk Management Division. • Risk Management should consider initiating a web based open enrollment program for employee benefits. • The Wellness program should be bid out as a service to be coordinated by a wellness vendor. This could be paid through the Wellness Fund or the Health Insurance Fund. • Difficult or technically challenging liability and workers compensation claims should be outsourced to other law firms where a greater expertise is required. This will result in reduced judgments and lower claims costs and insurance costs to the City. 	<ul style="list-style-type: none"> • Compensation & Classification: <ul style="list-style-type: none"> ○ Update surveys ○ Conduct Audits

Objectives 2009-10

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8. How can other departments contribute to the goals you have prioritized in number 7 above?

Employment Division	Risk Management & Benefits Division	Classification & Compensation Division
<ul style="list-style-type: none"> Police & Fire: Request Police to provide access through their network security to one or two computers in the Personnel & Training Unit to allow for the 'aptrack' program. 	<ul style="list-style-type: none"> Finance and the City Attorneys: Departments can work with us in initiating and achieving the goals stated above. Contributions from both the City and County will allow for success in achieving these goals. 	<ul style="list-style-type: none"> Police & Fire: Personnel Staff attend exchange meetings with Police and Fire to share experiences with other communities' personnel functions.

2009-2010 BUDGET



Lincoln Commission on Human Rights

440 So. 8th St., Suite 101

Lincoln, NE 68508

Phone No. (402) 441-7624

TDD (402) 441-8398

FAX (402) 441 6937

<http://lincoln.ne.gov/city/mayor/human/index.htm>



Lincoln Commission on Human Rights

Has the mission of elimination and preventing all forms of illegal discriminations and to assure and foster equal opportunity for all citizens of the city in the areas of employment, housing and public accommodations. Any remedy pursued by the LCHR will be based on the enforcement authority of the Equal Opportunity Ordinance which provides a fair and impartial process for resolving charges of discrimination.

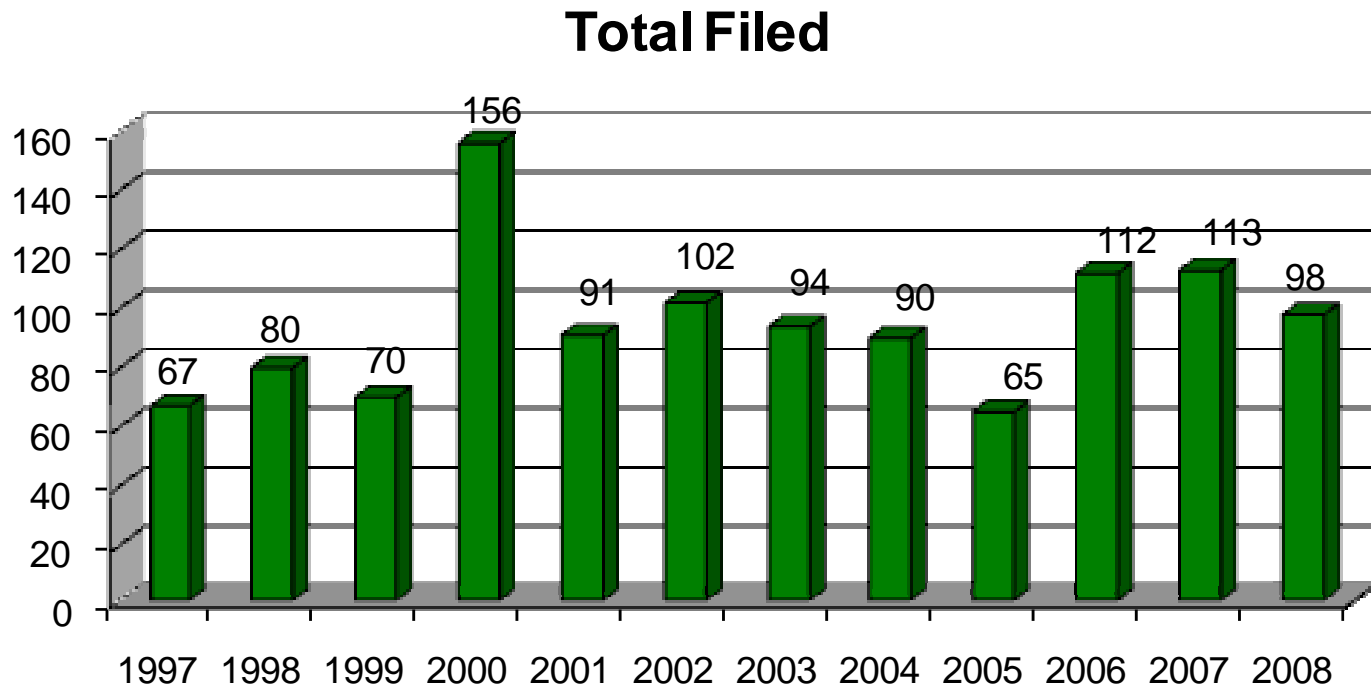
(Local) Est. 1966

- TAKING CHARGE: Progress Measures and Program Prioritization 2009-2010.
- City Outcome Priority #7
 - Accountable Government
- Priority Goal #3:
 - Ensure a fair and ethical resolution of discrimination complaints.

CASE STATISTICAL INFORMATION

Lincoln Commission on Human Rights
2008

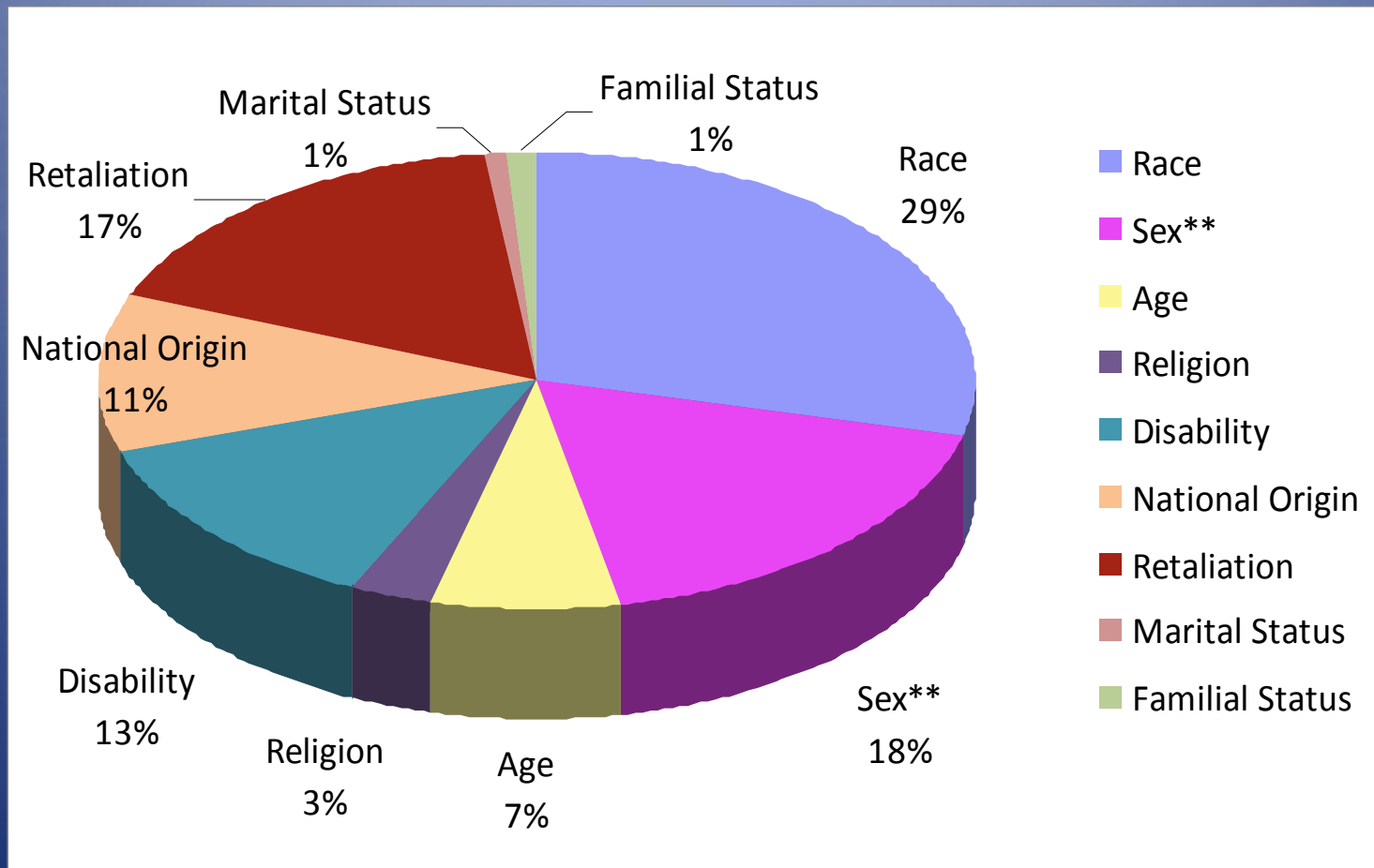
Cases Filed 1997 - 2008



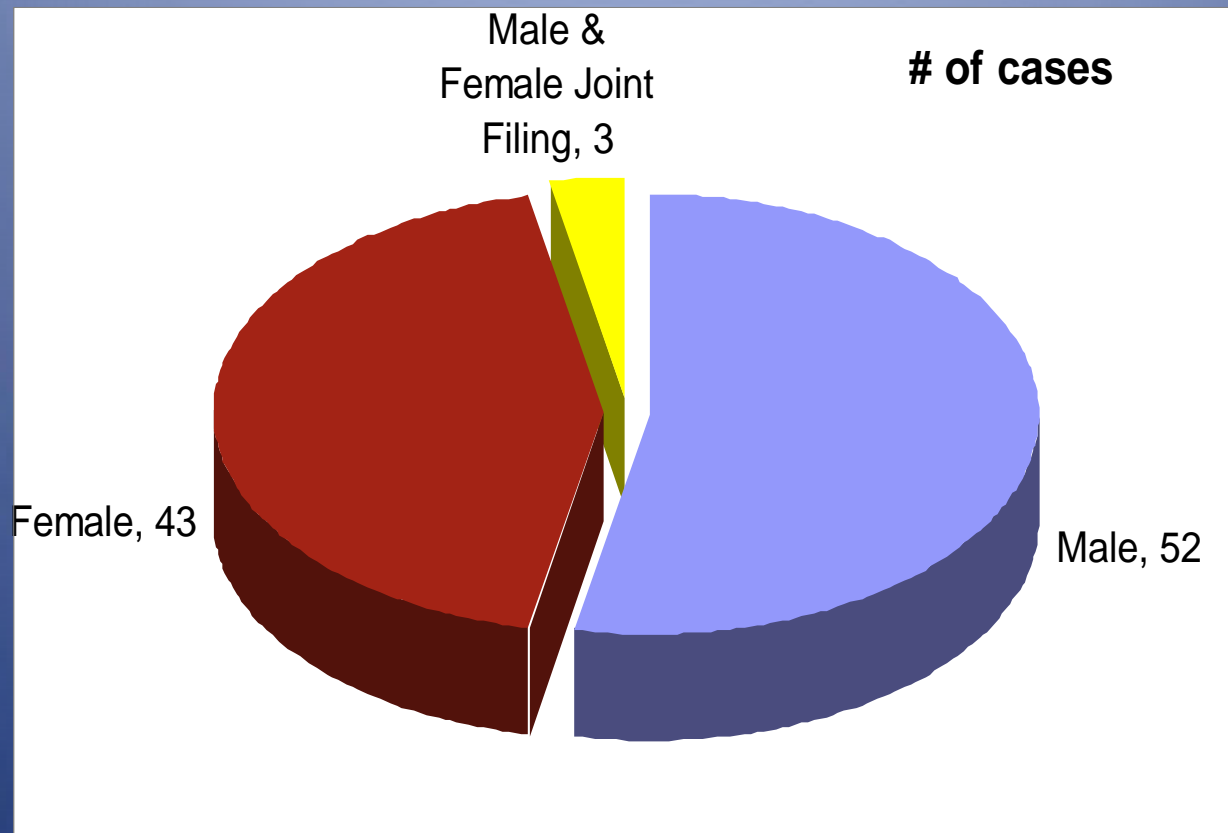
The number of cases filed in 2008 was down slightly, although by no means low. Compared with 2007, the number of Housing and Public Accommodation cases remained stable, the number of Employment cases filed dropped by about 20%.

***In 2000, the LCHR had a contract with the Nebraska Equal Opportunity Commission (NEOC) in which any cases filed with the NEOC that were in the City of Lincoln would be turned over to the LCHR for investigation. During 2007, the NEOC deferred 13 cases to the LCHR for investigation in order to expedite case investigation.**

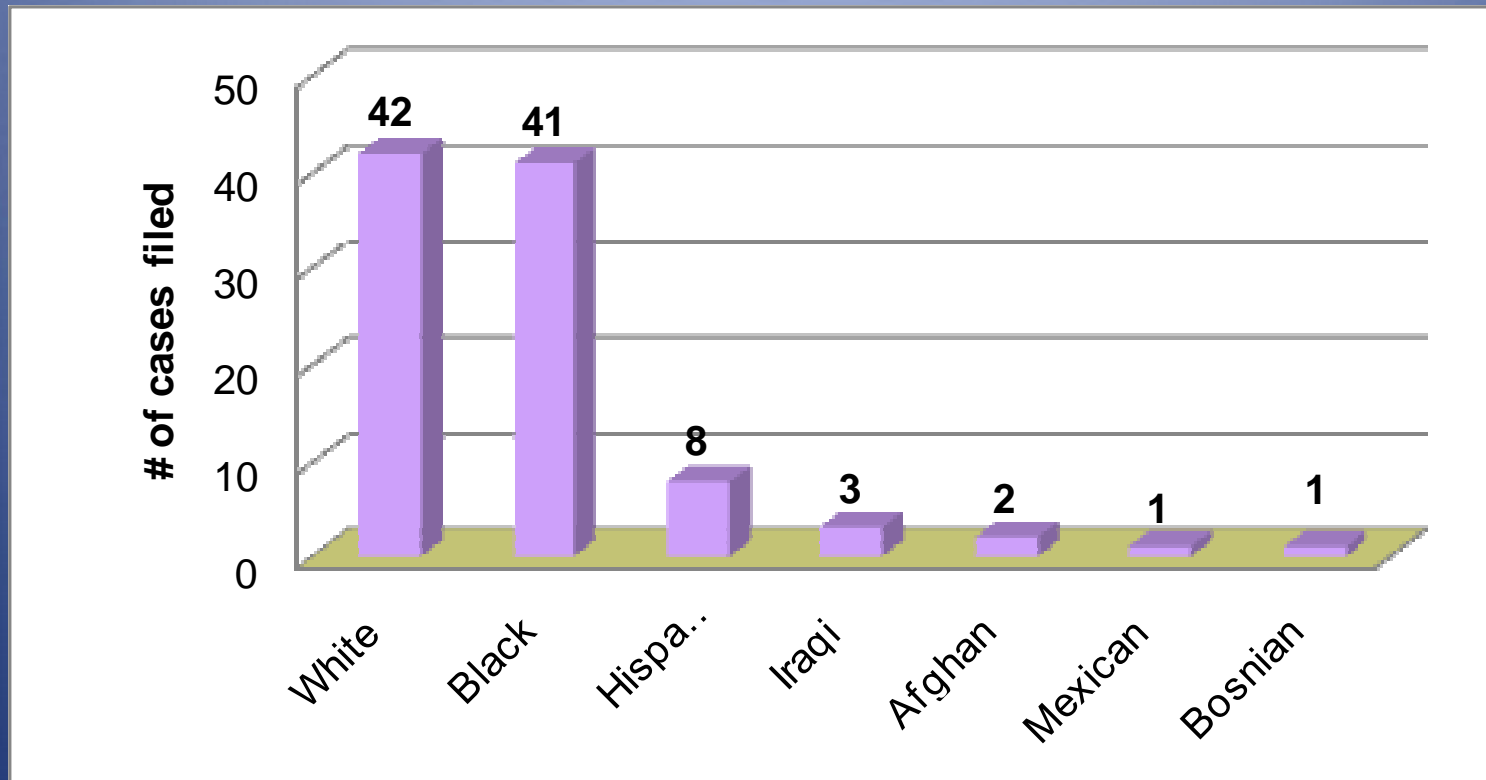
Breakdown of Cases by Filing Basis



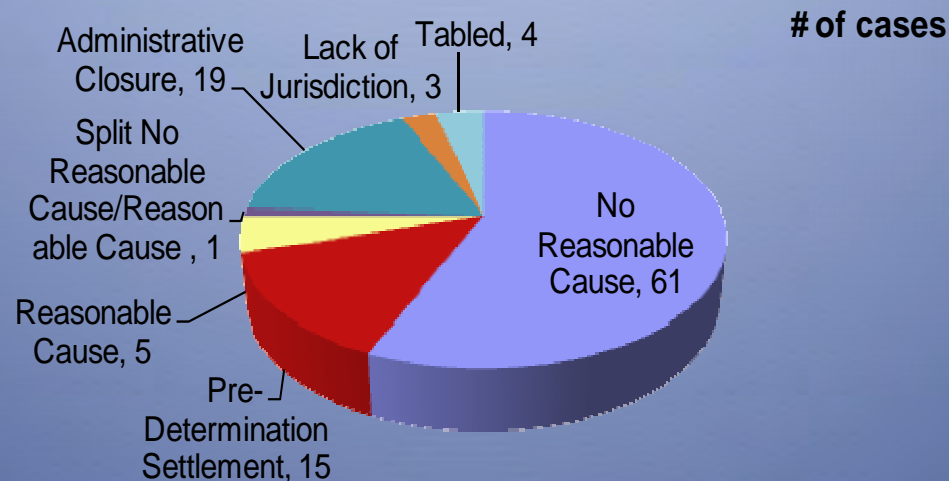
Breakdown of Cases Filed by Gender



Breakdown of Cases Filed by Race/National Origin



Breakdown of Commission Decisions



What do the numbers mean? No Reasonable Cause are those cases in which the Commissioners determined there was little or no evidence to believe discrimination occurred. In Reasonable Cause determinations Commissioners believe there is evidence showing discrimination did occur. Administrative Closures are cases closed for a variety of reasons—see the next chart. Pre-Determination Settlements are cases closed due to a settlement agreement prior to a Commission decision.

Sometimes the Commissioners make more than one decision in cases. Commissioners may determine that Reasonable Cause exists and those cases may later be closed in the same year by the Commission due to successful conciliation, public hearing determination, or issuance of a notice of right to sue. Because of this, the total number of Commission decisions may be greater than the number of cases closed .

Pre-Determination Settlements Summaries & Withdrawals with Settlements

- Respondent reinstated Complainant to former position and compensated him for his lost wages. The dollar amount is unknown. (2x)
- Respondent paid the Complainant \$120.00 and provided a neutral reference
- Respondent paid the Complainant \$1,200.00 and provided a neutral reference.
- Respondent agreed to continue to provide service to the Complainant, and agreed to work with the Complainant so she can avoid contact with staff person.
- Neutral Reference.
- Respondent agreed to continue to pay the Complainant's salary and benefits for six months; reimbursed her \$260.00 for mileage, paid four days vacation, and provide a neutral reference. Approximate value of: \$16,500.00
- Respondent agreed to pay the Complainant \$30,000.00 contingent on his resignation. Both parties agree to non-disparagement, and the Complainant agrees not to seek reemployment.
- Respondent agreed to pay the Complainant \$26,666.67 in lost wages contingent on his resignation. Respondent paid \$13,333.33 to Complainant's attorney. Respondent agreed to provide a neutral reference and undergo equal opportunity training for managers.
- Confidential settlement.
- Respondent agreed to install a barricade so vehicles cannot park in front of ramp. Respondent also implemented a tow policy for handicap parking violators.
- Respondent agreed to pay the Complainant \$1,000.00

Pre-Determination Settlements Summaries & Withdrawals with Settlements

- Complainant agreed to make monthly payments for a total of \$1,000.00 in back due rent. Respondent agrees to relocate/dispose of mobile home at Respondent's cost. Respondent agrees to file a Satisfaction of Judgment with Court once Complainant pays the back rent due.
- Respondent agreed to pay Complainant \$1,680.00 in back pay and an additional \$2,200.00. Respondent will also provide a positive reference letter for the Complainant, and will require managers to attend equal opportunity training.
- Respondent agreed to "forgive" the rent and the money that was owed by Complainant.
- Respondent agreed to pay Complainant \$1,129.00.
- Respondent agreed to pay Complainant \$4,500.00.
- Respondent agreed to pay Complainant \$3,600.00

Conciliation Summaries

- Respondent agreed to pay the Complainant a lump sum amount of \$1,500.00.

Service Satisfaction Survey

In an effort to gauge how our complainants and respondents felt about their contact with our agency, determine how they felt about the process and understanding the process, and to look for areas in which we could provide better service or a clearer understanding of what we do, surveys were mailed to all complainants and respondents following their case closure, regardless of the case outcome. We asked them to rank us in several areas.

Both Complainants and Respondents were asked to rank our office with 1 being the lowest and 5 being the highest in the following areas:

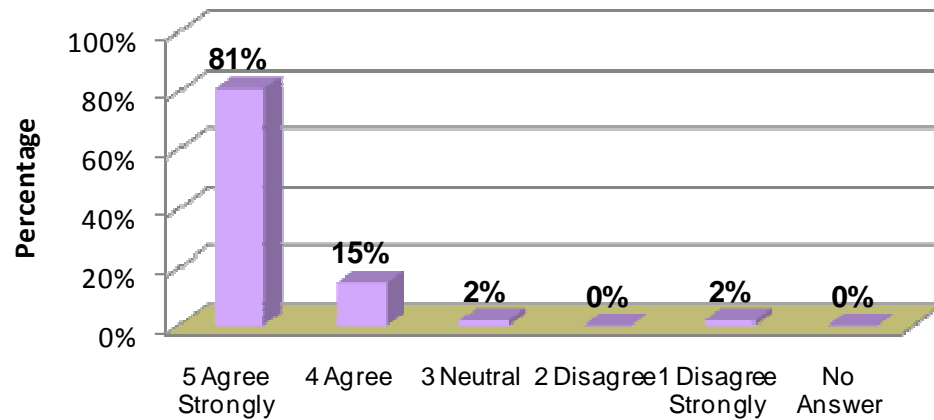
1. All department staff presented themselves in a courteous and professional manner at all times.
2. The investigator explained the laws and the LCHR investigative procedures to your satisfaction.
3. Opportunities to present your position were given to you during the investigation.
4. The investigator kept you adequately informed about the progress of the investigation.
5. Regardless of the case outcome, you felt the overall process was fair.
6. The investigator interviewed all the witnesses you identified.
If not, the investigator explained why some witnesses were not interviewed?
7. The investigator discussed with you the possibility of settling this case.
8. If settlement was discussed, you were allowed to make your decision without pressure from the investigator.
9. Would you refer someone experiencing a possible discrimination problem to the LCHR?

Service Satisfaction Survey

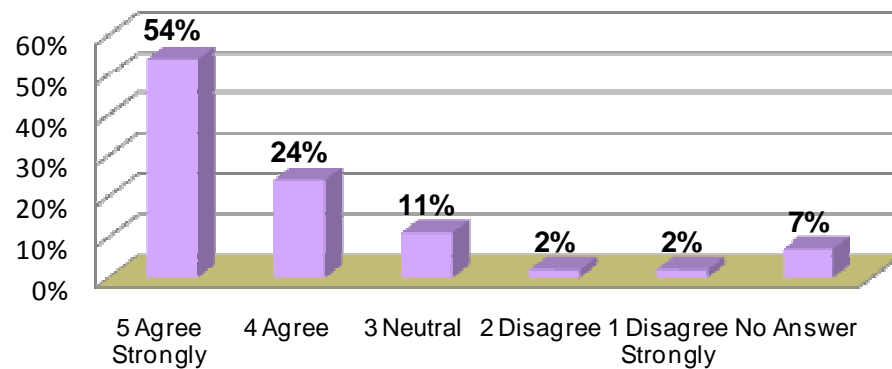
Surveys Sent: 97 surveys were mailed in total and 46 (47.5%) returned. A complete overview of the responses can be viewed at the LCHR office. The next page shows the responses for questions #1, 2, 4, 5, and 9, which gives a good impression of the overall satisfaction of our clients. A letter of explanation as well as a self-addressed stamped envelope is included with each survey.

Service Satisfaction Surveys

All department staff presented themselves in a courteous and professional manner at all times.

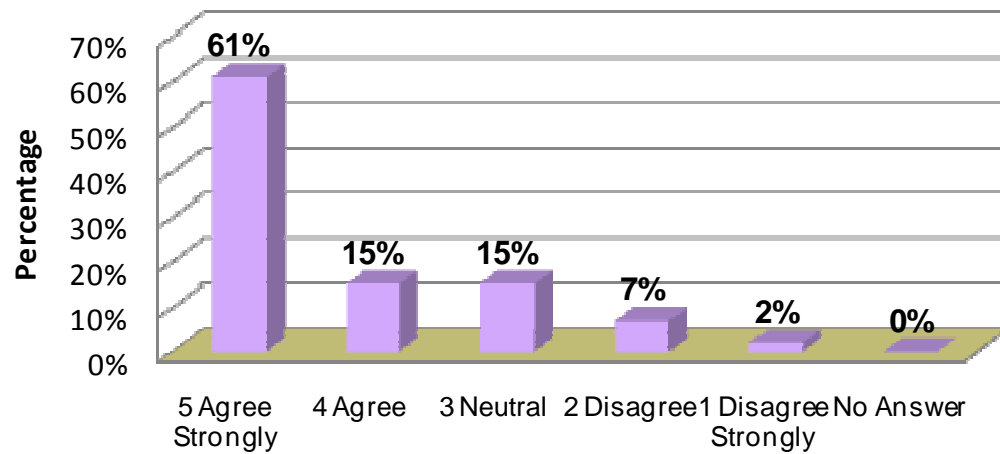


The investigator explained the laws and the LCHR investigative procedures to your satisfaction.



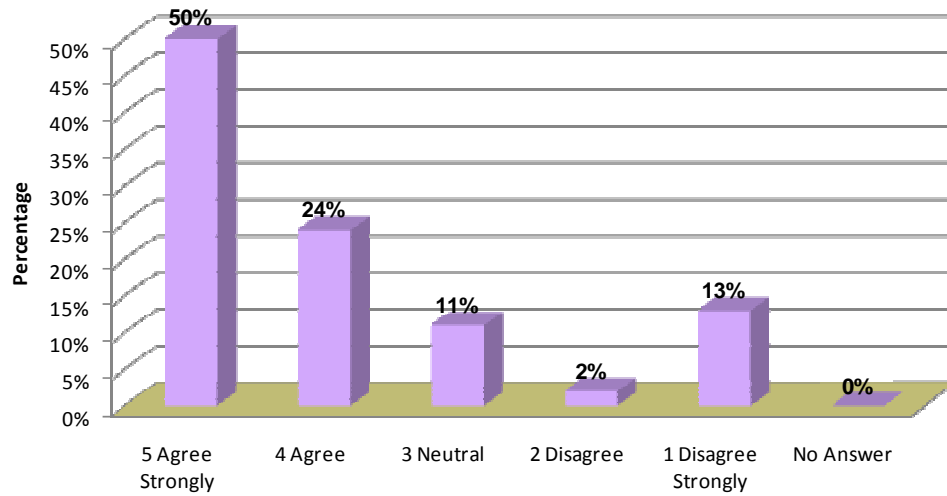
Service Satisfaction Surveys

The investigator kept you adequately informed about the progress of the investigation.

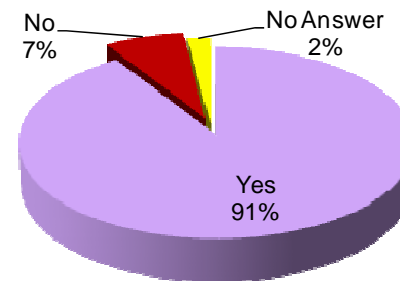


Service Satisfaction Surveys

Regardless of the outcome, you felt the overall process was fair.



Would you refer someone experiencing a possible discrimination problem to the LCHR?



Education and Outreach

The Lincoln Commission on Human Rights provides services to the community to assure that individuals are aware of the rights and responsibilities under the Equal Opportunity and Fair Housing Laws. LCHR works to reach as many agencies, groups, community-based organizations, employers, property owners, civic groups and individuals as possible. These efforts include training programs which can be customized to meet the needs of the target audience. Topics include: racial and sexual harassment; fair employment practices; harassment free work environments; fair housing laws; public accommodation laws; Americans With Disabilities Act; and diversity training.

In 2008, the staff conducted training at a number of organizations for a total of 83 sessions reaching over 4,000 people – that is up 25% from the previous year. These organizations include the Lincoln Public School System, from elementary classes to career education classes in the high schools; the Lincoln Housing Authority, Region V and VI, Real Estate owners and Managers Association of Lincoln (REOMA), as well as training sessions held with several respondents as a result of settlement agreements. Additionally, the Fair Housing Conference continued to be an unqualified success in 2008 providing the public with a forum and information on a wide range of housing topics.

LCHR TV's Program: *One Lincoln*

The 5 City TV program "One Lincoln" continued its successful run in 2008. The show is hosted by Director Larry Williams with local guests and presents issues relating to discrimination and areas of concern to residents of Lincoln.

The program's aim is to increase awareness and understanding, to provide information on these topics and to let the public know that the LCHR is the agency in the city of Lincoln responsible for investigating complaints of discrimination. Topics in 2008 included a special awards show, the 60th anniversary of the Universal Declaration of Human Rights, Hispanic Heritage month, One Lincoln and many more. Questions, topic or guest suggestions are welcome and should go to Director Williams at 441-8691 or by email at lwilliams@lincoln.ne.gov.

The most recent show is broadcast on 5 City TV several times throughout the week. To view times go to:

<http://www.lincoln.ne.gov/city/mayor/cic/5citytv/guide.htm>

Past programs can also be viewed through 5 City TV video on demand, simply go to <http://www.lincoln.ne.gov/city/mayor/cic/5citytv/video.htm> and select the Lincoln Commission on Human Rights link on the right side of the page to access the programs.

Are there interpretations of law that impact the provision of your division's services that need clarification ?

1. Title 11 needs to be amended and updated to allow for easier understanding and to eliminate inconsistencies.
i.e.-seeing eye dog.

2. The rules and regulations of LCHR need to be updated and amended to eliminate inconsistencies.

What should be changed or modified
to better provide current services
which does not require additional
funding?

1. Finalization of Commission initiated complaints.

2. Redesign our web page.

What should be changed or modified in your Department to better provide current services and which do require additional financial resources?

1. Return of the Senior Office Assistant position/Intake person/bilingual
2. Hiring of an Outreach Coordinator.

If you had to discontinue one current program or service, what would it be and for what reason?

1. Elementary and High School Outreach programs.
2. One Lincoln Television Program
3. Fair Housing Conference
4. Commercials and Advertising

What new services do you think your department should provide and for what reason?

1. Part -time Intake
Person/Office
Assistant/bilingual.
2. Outreach Coordinator.
3. Youth Coordinator.

With respect to any of the above questions have you explored or has your staff explored best management practices elsewhere in the country?

1. Commission initiated complaint process is a tool we are investigating and a tentative plan is on the table.

With respect to 1-3 and 5 above what do you want to accomplish in budget year 2009-2010, list in priority order with number 1 being the highest priority?

1. Revision of Title 11.
2. Revision of rules and regulations.
3. Establishment of the Commission initiated complaint process.
4. Continuation and expansion of our outreach programs and services.

How can other departments contribute to the goals that you have prioritized in number 7 above?

1. Law Department

2. Ombudsman Office

3. Building and Safety

4. Lincoln Police Department

The City Council and the public are always invited to attend our LCHR meetings which are held at 4:00 p.m. in the Chambers.

- June 25, 2009
- July 30, 2009
- August 27, 2009
- September 17, 2009
- October 29, 2009
- December 10, 2009

2009-2010 BUDGET



Lincoln Commission on Human Rights

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