

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 20, 2000
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bernie Heier
Larry Hudkins
Linda Steinman
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, APRIL 13, 2000

MOTION: Heier moved and Workman seconded approval of the Staff Meeting Minutes dated April 13, 2000. Heier, Workman, Steinman and Campbell voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- a. Gift Engraving
- b. Department Budget Hearing Schedule

MOTION: Heier moved and Workman seconded to approve the additions to the agenda. Heier, Workman, Steinman and Campbell voted aye. Hudkins was absent from voting. Motion carried.

3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, presented a list of *2000 Interim Study Resolutions* (Exhibit A), stating LR 440, which will examine alternative ways of distributing state aid to municipalities, counties and natural resources districts and LR 449 which will study the implications of a Pay-for-Stay program in county and state incarceration facilities should be of particular interest to Lancaster County.

Hudkins arrived at the meeting.

Kissel reported that the vote to override the Governor's veto of LB652, which provided for a juvenile correctional facilities master plan and payment of juvenile boarding costs by the State, was 24-18.

Brief discussion took place on how to contain juvenile boarding costs and work to solicit support for the bill next legislative session.

The Chair agreed to contact the Governor's office and offer to work with them on addressing the State's concerns.

The Board asked Kissel to check on how Douglas County plans to proceed.

MOTION: Hudkins moved and Workman seconded to send a thank you letter to each senator that supported LB 652, signed by each member of the County Board. Hudkins, Steinman, Workman, Heier and Campbell voted aye. Motion carried.

Introduction of legislation on roadhouses and reintroduction of legislation to authorize the issuance of building permits for farmstead residences were suggested for the next legislative session.

4 COMPREHENSIVE PLAN AMENDMENT NO. 94-51, GARNER INDUSTRIES AT 98TH & CORNHUSKER HIGHWAY - Steve Henrichsen, Planning Department; Larry Worrell, County Surveyor

Steve Henrichsen, Planning Department, briefly reviewed Comprehensive Plan Amendment No. 94-51, requested by the Planning Director, at the request of Garner Industries, to amend the 1994 Lincoln/Lancaster County Comprehensive Plan to change the land use from Agricultural (AG) to Industrial (I-2) on property generally located at the southwest corner of 98th Street and Cornhusker Highway. He said Garner Industries plans to construct a 80,000 square foot plant, with possible future expansion, on this site. Henrichsen indicated the site on the following maps:

- Salt Creek Area Current Comprehensive Plan Designation
- Garner Industries Proposal Vicinity Map

Henrichsen said there is a recommendation of approval from Planning Staff and the Planning Commission, contingent upon Garner Industries meeting certain conditions in the Final Planned Unit Development (PUD) (See Commissioners' Information Packet).

Steinman expressed concern that there may not be sufficient setback to allow for a reconfiguration of 98th Street.

Larry Worrell, County Surveyor, said the developer will be providing information on traffic flows to the County Engineer and Nebraska Department of Roads to assist in a determination of the impact of traffic on the intersection of Cornhusker Highway and 98th Street.

Heier said the Transportation Plan Update Committee should look at the issue of acquiring sufficient right-of-way for future expansion.

In response to a question from Workman, Henrichsen said the site is located within the floodplain, but the goal is to minimize loss of flood storage in construction.

Campbell requested that materials related to the request be sent to Novartis Consumer Health Inc., which is located east of the site, and that Novartis representatives be invited to meet with Planning, City Public Works/Utilities and County Engineering to discuss future plans for the 98th Street, Alvo Road and Cornhusker Highway intersection and the impact of the proposed beltway corridor.

ADDITIONS TO THE AGENDA

a. Gift Engraving

Board consensus to have the following engraved on a ship's bell that will be presented to Jack Mills at a County Board of Commissioners Meeting in recognition of his years of service as the Nebraska Association of County Officials (NACO) Executive Director:

*For Unwavering Service to NACO
1978 - 2000
Lancaster County, 2000*

5 UNITED HEALTHCARE CLAIMS EXPERIENCE - Gina Samland, Marsh Inc. (Benefits Consultant for Lancaster County); Georgia Glass, Personnel Director; Bill Thoreson, Benefits Specialist

Gina Samland, Marsh Inc., reviewed the following materials which were based on claims through the end of 1999 (Exhibit B):

- Review of Dental Experience for Ameritas
- Review of Medical Experience for United HealthCare of the Midlands
- Overview of Request for Proposals (RFP) for Health Insurance Process

Hudkins questioned whether it may be more cost effective to self-insure the dental plan, since the loss ratio appears minimal.

Georgia Glass, Personnel Director, said self-insurance might be effective if both the City and County elect to participate.

Samland said it is possible to contract for administration of plans of this type.

In response to a question from Campbell, Samland said catastrophic claims contributed to the large health insurance claims expense.

Glass said this data provides a full year of claims experience on which to base projections. Data for the current plan year through the month of March will be available in the next few weeks.

Samland said her company is currently in the process of bidding out the health insurance plan for next year and this data will be reviewed by insurance carriers. She added that United HealthCare of the Midlands will be submitting a full proposal as part of that process.

Samland said bidders have been asked to provide quotes for the following plan design options:

- Maintain Existing Design
- Preferred Provider Organization (PPO)
- Health Maintenance Organization (HMO)
- Point of Service (POS)
- Increased Deductible
- Decreased Coinsurance Benefit
- Increased Copayments (Office Visit and Prescription Drugs)

The RFP's are due May 1, 2000 and a report will be provided to the Board following analyzation.

The Board requested a copy of the RFP for health insurance and a breakdown of the number of health and dental claims.

6 AMBULANCE SERVICE - Doug Ahlberg, Emergency Management Director; Julie Righter, 911/Emergency Communications Director; Terry Wagner, Lancaster County Sheriff; Jennifer Brinkman, Administrative Assistant to the Mayor

Julie Righter, 911/Emergency Communications Director, explained that the 911/Emergency Communications Center dispatches ambulances for 17 rural fire districts. She said the Southwest Rural Fire District is the only one of these that has its own Advanced Life Support (ALS) ambulance, adding it also provides ALS ambulance service for Crete. Righter said some of the rural fire districts do not have rescue squads and rely on Rural/Metro Medical Services for all transport.

Righter briefly explained the Medical Priority Screening System. She said an ALS ambulance is automatically dispatched on DELTA (high priority) calls, with the exception of those in the Southwest Rural Fire District. Righter added that an exception would also be made if a rural fire district's medical director were to submit a written request for a different ALS provider. She added that all rural fire districts are required to have a medical director, although several have contracted with EMS, Inc. or other fire districts for this service.

In response to a question from Hudkins, Righter said the Incident Commander, which is the first responder on the scene, manages the scene and makes the determination of whether an Advanced Life Support (ALS) ambulance is needed.

Heier asked whether the patient is billed for the ALS ambulance in cases where one is dispatched and but not utilized.

Righter said she was not sure.

In response to a question from Campbell, Doug Ahlberg, Emergency Management Director, said the rural fire districts and Mutual Aid Association do not have a contract with Rural/Metro Medical Services, other than an agreement on protocols.

Workman asked what impact there would be on dispatch if there were dual providers for ambulance service.

Righter said dual providers could be handled through established protocols.

Hudkins asked whether responders contact the 911/Emergency Communications Center to reassess the situation once they are on the scene.

Righter said no, but there are situations in which the dispatcher remains on the line to provide pre-arrival instructions, such as cardiopulmonary resuscitation (CPR). She said callers in less serious situations are instructed to call back immediately if there is a significant change.

In response to a question from Steinman, Ahlberg said the Fire Department has voiced some concerns regarding the priority dispatch system.

Jennifer Brinkman, Administrative Assistant to the Mayor, said the Mayor's Task Force recommended retention of the priority dispatch system.

Righter explained that all protocols are developed by Medical Directions, a subcommittee of the Lancaster County Medical Society, and provided through EMS, Inc., which provides medical oversight.

Ahlberg noted that EMS, Inc. does not control all of the responding agencies within the county.

In response to a question from Workman, Righter said there are portions of six surrounding counties that are part of the City's 911 Service Area.

Ahlberg presented a summary of concerns voiced by rural fire district representatives at the April 17th Mutual Aid Association meeting (Exhibit C). He said the Mutual Aid Association also plans to send letters to each of the Lincoln's major hospital providers indicating concerns regarding a recent change in protocol for hospital deferral and requesting a meeting with hospital representatives.

The Board requested a list of all the rural fire districts and the names of their medical directors and asked Ahlberg to check on Rural Metro's response area and contracts.

The Board scheduled discussion with Jay Upright, Chair of the Certificate Review Committee which was commissioned by EMS, Inc., on the April 27th County Board Staff Meeting agenda.

7 UNIFORM BID ON REPAIR & REMODELING - Larry Schauer and Kathy Smith, Assistant Purchasing Agents; Don Killeen, County Property Manager; Larry Van Hunnik, Lancaster Manor Administrator; Lyle Ladd, Director of Maintenance for Lancaster Manor

Kathy Smith, Assistant Purchasing Agent, explained that her department has had difficulty in getting contractors to come out and give estimates on small repair and remodeling projects. She recommended that the City and County adopt unit price construction contracts for projects under \$25,000.

Smith distributed copies of *Unit Price Construction Contracts for Miscellaneous Services, May 1, 2000 - April 30, 2001* (Exhibit D), noting every local contractor was given an opportunity to bid. She said 231 bids were sent out with 36 firms responding to unit price construction contracts for plumbing, electrical, mechanical, general construction, roofing, painting, fencing and demolition services. She said 20 of those firms were recommended for contract awards by the bid review committee, based on projects anticipated for the upcoming year and the availability of in-house staff with expertise in these areas.

Larry Schauer, Assistant Purchasing Agent, said the unit price construction contracts are intended for scheduled construction work and do not preclude a department from seeking an outside contractor in an emergency situation if the contracted firms are unable to respond. He added that departments may also request competitive bids from the unit price contractors for projects.

Don Killeen, County Property Manager, said the Public Building Commission has recommended that the contracts be limited to one year, with a review of the process at that time.

Hudkins expressed concern that the contractor field may be too limited, stating one contractor who has responded to emergency situations at Lancaster Manor in the past was eliminated.

Smith explained that limiting the number of contract awards keeps the unit price construction contract concept attractive to contractors.

The Board requested the Purchasing Department to develop evaluation criteria for the unit price construction contracts.

In response to a question from Steinman, Smith said the Purchasing Department is working with the U.S. Conference of Mayors to set up a procurement card program that will take advantage of the national buying power of that group.

8 PENDING LITIGATION - Doug Cyr, Deputy County Attorney; Sue Eckley, Workers' Compensation & Risk Management Manager

MOTION: Steinman moved and Hudkins seconded to enter Executive Session at 11:18 a.m. for discussion of pending litigation. Steinman, Hudkins, Heier, Workman and Campbell voted aye. Motion carried.

MOTION: Hudkins moved and Steinman seconded to exit Executive Session at 11:26 a.m. Hudkins, Heier, Workman, Steinman and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

b. Department Budget Hearing Schedule

Dave Kroeker, Budget & Fiscal Officer, reviewed the Department Budget Hearing Schedule (Exhibit E).

The Board requested that the County Clerk be moved from 8 a.m. on May 30th to 11:30 a.m. on May 23rd and selected July 18th as the date for the Board Proposed Budget Working Session.

9 ACTION ITEMS

a. Authorization to Pursue Grants with Griffin Grant Writing

Eagan said grant proposals related to the Drug Free Community Support Program and the purchase of conservation easements in the floodplains have been forwarded to Griffin Grant Writing.

10 ADMINISTRATIVE OFFICER REPORT

a. Procedures for Citizen Complaints Involving Pending Litigation

Campbell said the County Attorney's office has advised her that Board members may meet individually with constituents and counsel to discuss issues that involve potential and pending litigation issues. Policy issues derived from these discussions may be brought forward to the Board, but not the constituents themselves.

11 DISCUSSION OF BOARD MEMBER MEETINGS

a. Information Services Policy Committee - Steinman, Workman

This item was deferred.

b. Parks & Recreation Advisory Committee - Workman

This item was deferred.

12 EMERGENCY ITEMS AND OTHER BUSINESS

Eagan noted the resignation of Reba Schafer, Lincoln Area Agency on Aging Administrator, and said terms of the interlocal agreement between the City and the County require that appointment of a replacement be by the Mayor and County Board, with the concurrence of a majority vote of the City Council.

13 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk