

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 24, 2003
8:15 A.M.**

Commissioners Present: Bernie Heier, Chair
Ray Stevens, Vice Chair
Larry Hudkins
Bob Workman
Deb Schorr

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

The Chair opened the meeting at 8:17 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, APRIL 17, 2003

MOTION: Stevens moved and Workman seconded approval of Staff Meeting minutes of April 17, 2003. Stevens, Workman, Hudkins, Heier and Schorr voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

None were stated.

3 COMMISSIONERS MEETING REPORTS

A. Visitors Promotion Advisory Committee (VPAC) - Schorr

Schorr said expansion of activities in conjunction with the State Tournaments and the budget were discussed. She noted a prediction of 7.5% growth in visitor travel next year and said representatives of the lodging and restaurant industries felt that was too optimistic.

B. Downtown Lincoln Association (DLA) Board of Directors - Stevens

Stevens said a proposal by the Downtown Lincoln Association (DLA) and Lincoln Chamber of Commerce to jointly facilitate a community-wide discussion and decision process on future facility needs has been refined. The Visitors Promotion Advisory Committee (VPAC) has been added to the list of proposed partners and Wayne Venter, Managing Director of the Event Center, has been added to the Resource Council.

C. Public Building Commission (PBC) Special Meeting - Hudkins, Workman

Hudkins said a buried gasoline tank in the northeast corner of the new parking garage site caused soil contamination and its removal cost will be \$12,000. He noted that the property is in condemnation and said the discovery should diminish its value.

D. Hometown Security Study Committee - Hudkins

No report.

E. Community Mental Health Center (CMHC) Advisory Committee - Stevens

Stevens said a preliminary budget was presented. He said an increase of 8.9% is proposed and said it is largely attributable to an upgrade in job classifications and an increase in the contract with Bryan/LGH Health System for psychiatric nurses.

Stevens also reported on a problem involving a client who refuses to take prescribed medications. He said the client has threatened several individuals in the community and suggested that a meeting be convened with representatives of the County Board, County Attorney's Office, Community Mental Health Center, Lancaster County Sheriff's Office, Lincoln Police Department and Corrections to discuss how to deal with this type of individual and insure the safety of the individual and the community.

4 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant; Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit A).

Hudkins expressed concern regarding the proposal by the Appropriations Committee to take \$22 million from the Highway Trust Fund to help balance the budget.

Kissel said the funds that are targeted are a "windfall" from a half-cent sales tax increase implemented last year in LB 1085.

Kerry Eagan, Chief Administrative Officer, gave a summary of LB 710 (revise the Nebraska Mental Health Commitment Act) and the potential impact to the County.

ADMINISTRATIVE OFFICER REPORT

- E. Request from City of Waverly to Drill Test Well on Amberly Road, Near 145th Street

MOTION: Workman moved and Hudkins seconded approval of the request and directed that future requests be handled administratively. Workman, Hudkins, Schorr, Heier and Stevens voted aye. Motion carried.

5 POTENTIAL LITIGATION - Doug Cyr, Deputy County Attorney

MOTION: Hudkins moved and Workman seconded to enter Executive Session at 9:02 a.m. for discussion of potential litigation and labor negotiations. Workman, Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

MOTION: Stevens moved and Workman seconded to exit Executive Session at 10:03 a.m. Workman, Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

6 LABOR NEGOTIATIONS - Georgia Glass, Personnel Director; Diane Staab, Deputy County Attorney; John Cripe, Classification and Pay Manager

See Item 5.

7 FAMILIES FIRST & FOREMOST (F³) POSITIONS FOR DEPUTY (F³) DIRECTOR; FISCAL DIRECTOR; MANAGEMENT INFORMATION SPECIALIST AND EVALUATION COORDINATOR; FUTURE REORGANIZATION OF (F³); CONTRACT ISSUES - Sheryl Schrepf, Families First & Foremost (F³) Director; Renee' Dozier, F³ Associate Director; Georgia Glass, Personnel Director; Dave Johnson, Deputy County Attorney

Future Reorganization of F³

Sheryl Schrepf, Families First & Foremost (F³) Director, said discussion is ongoing with the Nebraska Department of Health and Human Services (HHS) about moving F³ to Region V and said it is likely that the recommendation will be to wait until the end of the federal grant, which is August 31, 2004.

Schrepf said the Board will need to make a determination of whether to retain the Office of Juvenile Mental Health beyond the F³ Grant (five year grant expires on August 31, 2003), noting an application has been submitted for a sixth year. She noted that there is a question regarding carryover funding and agreed to request a balance on the grant. Schrepf also indicated that additional funding may be sought in a seventh unfunded year.

Families First & Foremost (F³) Positions

Schrepf asked the Board to consider moving several positions currently on contract (Deputy F³ Director, Fiscal Director and Management Information Specialist) to county employment. She said the move will improve the ability of staff to conduct county business.

Georgia Glass, Personnel Director, agreed that the Deputy F³ Director needs to be a county position. She said classifications will need to be created for the Fiscal Director and Management Information Specialist.

Schrepf noted a prior request to move three positions to county employment (Office of Juvenile Services (OJS) Coordinator I, OJS Coordinator II, and Quality Assurance) and said the Personnel Department has approved classifications for those positions. She also noted plans to eliminate an Assessment Specialist at the Youth Assessment Center and to have non-certified staff write court reports, with review by the Clinical Supervisor.

Schorr asked what will happen to all of these positions if F³ moves to Region V.

Schrepf said the Nebraska Department of Health and Human Services (HHS) has indicated that everyone in the department will transfer with the Integrated Care Coordination Unit (ICCU) contract, with the exception of the Director and Youth Assessment Center staff.

Hudkins expressed reluctance to add county employees, in light of the budget situation.

MOTION: Hudkins moved and Stevens seconded to direct the Personnel Department to create the position of Deputy Families First & Foremost (F³) Director. Workman, Hudkins, Schorr, Heier and Stevens voted aye. Motion carried.

Contract Issues

Dave Johnson, Deputy County Attorney, expressed concern regarding a request to amend a contract for services provided to the Office of Juvenile Mental Health (amend the starting date and ending date and reduce the compensation provided in the agreement), noting that the County is already six months into the contract.

Schrepf said she plans to meet with the contractor and anticipates that the issue will be resolved, with the proper amendment signed. She said contract amendments will also be brought forward to change ending dates to correspond with the end of the fiscal year, which will change contract amounts, and to increase the number of care coordinators.

Renovation of Office Space

Schrepf reported that renovation of office space in Trabert Hall will take longer than anticipated and requested extension of the lease of office space at 915 South 9th Street.

Hudkins suggested that Don Killeen, County Property Manager, be asked to hire additional labor to complete the renovations on time.

8 DOOR FRAME PROBLEM AT LANCASTER COUNTY JUVENILE DETENTION CENTER - Jim Hille and Chris Beardslee, Sinclair Hille & Associates Inc.

Chris Beardslee, Sinclair Hille & Associates Inc., said problem areas have been torn apart and analyzed, noting work was not built to specifications in a one location but was "as it should be" in other locations. He said he believes the problem is the result of having the floor stops so close to the wall and recommended that they be removed and replaced with bumpers above the door pulls.

Hudkins said another option would be to put stops on the top and the bottom. He also questioned whether the doors and anchors are of heavy enough design.

Beardslee said they are and said door frames that are loose will be taken apart and repaired.

Hudkins asked whether all of the door frames need reinforcement.

Beardslee recommended removal of the epoxy sealant and use of a more resilient sealant.

Workman asked whether lag bolts would be a better solution.

Beardslee said he believes the blocks can be repaired satisfactorily.

Jim Hille, Sinclair Hille & Associates Inc., said the contractor is responsible for any deficiencies that are identified as a result of their work. He said his firm will assume any additional costs, regardless of the amount.

Workman noted that the Board has asked Wilfred DeVries, an independent contractor, for an analysis of the door frame/floor stop problem.

Hille said he believes the frame and anchoring design is appropriate but the torque created from the floor bumpers was too stressful for the jambs and condition. He said his firm is comfortable with having a third party review the design and make comment and said Beardslee would be willing to accompany DeVries and answer any questions.

MOTION: Workman moved and Stevens seconded to authorize removal of the floor stops and replacement with door bumpers. Workman, Hudkins, Schorr, Heier and Stevens voted aye. Motion carried.

MOTION: Hudkins moved and Workman seconded to direct Kerry Eagan, Chief Administrative Officer, to summarize the discussion in memorandum form and to forward a copy to Sinclair Hille & Associates Inc.

Eagan said the final agreement will be brought back to the Board for approval.

ON CALL: Stevens, Heier, Schorr, Hudkins and Workman voted aye. Motion carried.

ACTION ITEMS

A. Request from County Engineer to Hire Assistant District Supervisor for District IV (Roca)

MOTION: Workman moved and Stevens seconded approval. Stevens, Heier, Schorr, Hudkins and Workman voted aye. Motion carried.

B. Corporate Run Entry Fee for County Employees

MOTION: Workman moved and Hudkins seconded approval. Heier, Schorr, Hudkins and Workman voted aye. Stevens voted no. Motion carried.

C. City-County Common Agenda Items (May 13, 2003)

No further items were suggested.

ADMINISTRATIVE OFFICER REPORT

- B. Request from Earth Resources Observation System (EROS) Data Center to Submit Joint Research Proposal with Lancaster County to U.S. Geological Survey (USGS)

Eagan distributed a packet of information (Exhibit B) and gave a brief summary of the project.

MOTION: Hudkins moved and Stevens seconded to authorize the Earth Resources Observation System (EROS) Data Center to proceed with a statement of intent and to list Lancaster County as a partner in a research proposal that will be submitted to the U. S. Geological Survey (USGS).

Eagan explained that the County will take the lead in gathering in-kind services and partners for the project.

ON CALL: Workman, Hudkins, Schorr, Heier and Stevens voted aye. Motion carried.

- F. Legislative Alert from National Association of County Officials (NACo)

Information included in the agenda packet.

- H. Letter from Sue Kirkland, Clerk of the District Court, Regarding Law Clerk

Item held.

9 BUILD-THROUGH WORKSHOPS - Marvin Krout, Planning Director; Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, gave an overview of two public workshops held April 21st and 22nd as part of the Build-Through Acreage Study. Additional workshops will be held on May 27th and May 29th at Walt and Gere Libraries, respectively.

Hudkins suggested that notices of the meetings be printed in the rural newspapers, as well as the Lincoln Journal Star. He also requested a briefing from the Planning Department on the Technical Committee's recommendations, prior to the May 21, 2003 Planning Commission Meeting.

Marvin Krout, Planning Director, noted there will also be a briefing at the May 13, 2003 City-County Common Meeting.

DeKalb also gave an update on the Acreage Study Status and Resource Committee and the Cost of Service Study.

ADMINISTRATIVE OFFICER REPORT

G. Technical Committee Meeting (Thursday, April 17, 2003)

Hudkins said the Technical Committee has asked for closure of Wildrose Lane, noting there had been an agreement to study both alternatives for Wildrose Lane (build a new road from 27th Street to 31st Street or leave Wildrose Lane in place).

Stevens stressed the need for a comprehensive, rather than a "piecemeal approach" to design.

Stevens exited the meeting at 11:35 a.m.

Heier asked why proposals on a county road are being forwarded to the Planning Commission before presentation to the County Board.

Eagan suggested amendment of the agreement that created the Technical Committee to require the committee to report to the Board on roads of interest to the County.

Hudkins suggested that the Board also ask for direct representation on the committee.

Eagan said the Technical Committee received a report on the plan to close Old Cheney Road at Highway 77 and was informed that the plan can not proceed unless the Metropolitan Plan is amended.

10 CONTRACTS WITH NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS) - Dave Johnson, Deputy County Attorney

Dave Johnson, Deputy County Attorney, said the County Attorney's Office disagrees with the State's assessment of the public counsel issue (Exhibit C) and maintains that the County is exempt under Nebraska Revised Statute §81-8,240.

MOTION: Hudkins moved and Schorr seconded to request an Attorney General's Opinion with regards to the public counsel issue and to ask the County Attorney's Office to assist in drafting the request. Workman, Hudkins, Schorr and Heier voted aye. Stevens was absent from voting. Motion carried.

11 ACTION ITEMS

- A. Request from County Engineer to Hire Assistant District Supervisor for District IV (Roca)
- B. Corporate Run Entry Fee for County Employees
- C. City-County Common Agenda Items (May 13, 2003)

Items A, B & C were moved forward on the agenda.

12 ADMINISTRATIVE OFFICER REPORT

- A. Interlocal Agreement for Joint Receptionist for City Council and County Commissioners

The Board asked that the cost of equipment and supplies be split on a 50/50 basis.

- B. Request from Earth Resources Observation System (EROS) Data Center to Submit Joint Research Proposal with Lancaster County to U.S. Geological Survey (USGS)

Item moved forward on agenda.

- C. Review of Budget Hearing Schedule

Dave Kroeker, Budget and Fiscal Officer, reviewed the budget hearing schedule (see agenda packet).

The Board requested the following changes: 1) Move hearings scheduled for the afternoon of Thursday, May 15, 2003 to Tuesday, May 20, 2003, beginning at 8:00 a.m.; and 2) Move an overview of the budget, scheduled for the morning of Tuesday, May 6, 2003, to the May 8, 2003 Staff Meeting.

- D. Year-End Additional Appropriation Letter

MOTION: Hudkins moved and Workman seconded to authorize the letter, with signature by the Chair. Workman, Hudkins, Schorr and Heier voted aye. Motion carried. Stevens was absent from voting. Motion carried.

Workman exited the meeting at 12:10 p.m.

- E. Request from City of Waverly to Drill Test Well on Amberly Road, Near 145th Street
- F. Legislative Alert from National Association of County Officials (NACo)
- G. Technical Committee Meeting (Thursday, April 17, 2003)
- H. Letter from Sue Kirkland, Clerk of the District Court, Regarding Law Clerk

Items E, F, G and H were moved forward on the agenda.

13 AGENDA ITEMS FOR COUNTY BOARD MEETING OF TUESDAY, APRIL 29, 2003

- A. Prepayment of Multiple Listing Service (MLS) for the County Assessor/Register of Deeds' Office

14 EMERGENCY ITEMS AND OTHER BUSINESS

Hudkins reported on the Lincoln/Lancaster County Health Department's Environmental Awards.

15 ADJOURNMENT

MOTION: Hudkins moved and Schorr seconded adjournment of the meeting at 12:12 p.m. Hudkins, Schorr and Heier voted aye. Workman and Stevens were absent from voting. Motion carried.

Bruce Medcalf
County Clerk