

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JUNE 21, 2007
8:30 A.M.**

Commissioners Present: Bernie Heier, Vice Chair
Larry Hudkins
Deb Schorr

Commissioners Absent: Bob Workman, Chair
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Dan Nolte, County Clerk
John Glynn, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Vice Chair opened the meeting at 8:33 a.m.

AGENDA ITEM

BUDGET WORK SESSION

Dennis Meyer, Budget and Fiscal Officer, presented the following documents (Exhibit A, B, C, D, & E):

- * Lancaster County, Property Tax Funded Budgets - Plus Additional Appropriations, FY08 Requested Compared to FY07 Adopted
- * Lancaster County, Property Tax Funded Budgets, FY08 Requested Compared to FY07 Adopted
- * Lancaster County, Comparison of Budgeted Expenditures, FY08 Requested Compared to FY07 Adopted
- * Lancaster County, Microcomputer Request FY08
- * Lancaster County, Request for Increase in Personnel (FY08)

County Court (622)

County Court Judge Jean Lovell and Becky Bruckner, Judicial Administrator for County Court, appeared and discussed the budget request. Lovell indicated that the Digital Reel Software request (\$27,310) is one area of possible reduction. She noted the request for a file cabinet to store tickets and said efforts to locate a surplus file cabinet were unsuccessful. The lowest estimate received for a new cabinet is \$975.

Lovell also reported on the heavy caseload and said it is very difficult to cover absences. Seward County Court Judge Gerald E. Rouse has agreed to fill in one day a week and Saunders County Court Judge Marvin V. Miller will provide assistance one day, every other week, starting this fall. The State Court Administrator will pay their mileage.

Hudkins arrived at 8:37 a.m.

Lovell said Retired Dodge County Court Judge Daniel Beckwith has also provided assistance, with payment through the State Court Administrator's Office. However, that funding will no longer be available.

Heier asked Lovell to check how much it would cost if the County were to assume the expense.

Meyer noted that County Court has adjusted their revenues by \$10,000 to \$11,000.

1 APPROVAL OF MINUTES OF THE STAFF MEETING MINUTES OF THURSDAY, JUNE 14, 2007

MOTION: Hudkins moved and Schorr seconded approval of the Staff Meeting minutes dated June 14, 2007. Hudkins, Schorr and Heier voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Correspondence from Dean Settle, Community Mental Health Center Director, Regarding Medicaid Payments (Exhibit F)
- B. Pension Review Committee Update
- C. State Infrastructure Grant for Children's Mental Health Reform (SIG) Meeting
- D. Invitation from Legacy Dairy & Creamery
- E. Request from Lincoln Partnership for Economic Development (LPED) for an Opportunity to Appear Before the County Board

MOTION: Schorr moved and Heier seconded approval of the additions to the agenda. Schorr, Hudkins and Heier voted aye. Motion carried.

3 BUDGET WORK SESSION - Dennis Meyer, Budget and Fiscal Officer

Public Defender (625)

Dennis Keefe, Public Defender, appeared and discussed the budget request.

Keefe noted that \$67,200 for the child support paternity contract was moved from the General Fund Justice Miscellaneous budget to his budget to fund an attorney. He said the additional property tax requirement to fund the budget is \$116,000 and said the majority of the cost is related to the move to Courthouse Plaza (rent, phone system, computer and office equipment). Keefe identified video conferencing software as a possible area of reduction (50 software licenses for the Public Defender's Office and Corrections). He said related equipment (video web cameras and a television) and software could also be eliminated. The total reduction would be \$64,000.

ACTION ITEMS

- A. Microcomputer Requests:
 - 1. C#2007-216, \$779.10 from Public Defender Fiscal Year 2007 Budget for a Digital Camera

Keefe said the camera is for his investigator and said funding will be through this year's budget.

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

Kerry Eagan, Chief Administrative Officer, noted that the County Attorney is requesting a new Juvenile Court Attorney and asked Keefe whether he will be making a similar request. **NOTE:** Lancaster County is getting a new Juvenile Court Judge.

Keefe said his office should be able to get by with the same number of attorneys if the Juvenile Court makes scheduling adjustments.

BUDGET WORK SESSION

Adult Probation (674)

Steve Rowoldt, Chief Probation Officer in Adult Probation, appeared and discussed the budget request (Exhibit G). He indicated that he can probably make \$5,000 in reductions to the budget.

Hudkins suggested that Rowoldt explore a higher phone usage plan as a possible cost savings measure.

- 4 ELECTION COMMISSIONER AND DEPUTY ELECTION COMMISSIONER SALARIES** - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager; Dave Shively, Election Commissioner

John Cripe, Classification and Pay Manager, reported the results of a salary survey for the Election Commissioner and Deputy Election Commissioner. The following counties were surveyed: Douglas County, Nebraska; Sarpy County, Nebraska; Arapahoe County, Colorado; Linn County, Iowa; Polk County, Iowa; Johnson County, Kansas; Sedgwick County, Kansas; Shawnee County, Kansas; and Wyandotte County, Kansas. Minnehaha County, South Dakota and Larimer County, Colorado did not respond. Of those counties, only Douglas County, Nebraska; Sarpy County, Nebraska; Johnson County, Kansas; Sedgwick County, Kansas; Shawnee County, Kansas; and Wyandotte County, Kansas have appointed election officials. He said the survey indicates that the salaries are approximately \$11,000 too low.

Dave Shively, Election Commissioner, noted that responsibilities and number of elections differ. He also explained that the Deputy Election Commissioner currently receives 90% of his salary, at 4/5 time, which equates to 72%.

MOTION: Hudkins moved and Schorr seconded to increase the salary of the Election Commissioner by \$10,000 and to allow the current formula to be used to increase the Deputy Election Commissioner's salary.

FRIENDLY AMENDMENT: Schorr offered a friendly amendment to send a letter to Governor Heineman recommending reappointment of Dave Shively as the Election Commissioner.

The maker of the motion accepted the friendly amendment.

ROLL CALL: Hudkins, Schorr and Heier voted aye. Motion carried.

5 JUVENILE COURT ATTORNEY - Gary Lacey, County Attorney

Gary Lacey, County Attorney, discussed his request for a new Juvenile Court Attorney and a Paralegal (estimated cost of \$119,816). He also presented a quote for office furniture (Exhibit H).

Hudkins noted that the Public Defender plans to service the Juvenile Court through schedule adjustments and asked whether the County Attorney's Office could do the same.

Lacey said no, stating there is a difference in caseloads.

Hudkins asked Lacey whether there are other areas of the budget that he can reduce.

Lacey said no. He said if the Board will not approve the request he will discontinue collection of bad checks and move that attorney to cover Juvenile Court proceedings.

Schorr noted that check collections have dropped significantly and questioned whether the service is a good use of his staff's time.

Eagan said other states have civil processes in place for collection of bad checks and recovery of attorney's fees.

Schorr suggested that legislation to provide that avenue be placed on the legislative priorities list.

Board consensus was to delay the request for one week.

6 PENDING LITIGATION

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 9:47 a.m. to discuss pending litigation and the purchase of real estate. Hudkins, Schorr and Heier voted aye. Motion carried.

Board consensus was to allow the County Clerk and Deputy County Clerk to remain in the room.

MOTION: Hudkins moved and Heier seconded to exit Executive Session at 11:15 a.m. Hudkins, Schorr and Heier voted aye. Motion carried.

7 PURCHASE OF REAL ESTATE - Don Killeen, County Property Manager; Mike Thurber, Corrections Director

See Item 6.

8 BUDGET WORK SESSION CONTINUED - Dennis Meyer, Budget and Fiscal Officer

County Sheriff (651)

Terry Wagner, Lancaster County Sheriff, and Bill Jarrett, Chief Deputy Sheriff, appeared and discussed the budget request. A breakdown of the budget and an income report were presented (Exhibits I and J).

Meyer noted that the budget request is less than the combination of last year's adopted budget and the additional appropriation.

Wagner said the additional appropriation was related to salary increases, retirement payouts and fuel.

Hudkins questioned the need for a new deputy.

Wagner said he is statutorily required to provide courtroom security and said a new Deputy is needed since the Juvenile Court is getting a new Judge.

Discussion then focused on the request for eight cruisers, one sport utility vehicle and one prisoner transport van (the vehicles will replace older, high mileage vehicles). A vehicle inventory list and an article titled *High Mileage Patrol Cars* were distributed (Exhibits K and L).

Jarrett said Anderson Ford has agreed to extend the 2006/07 vehicle bids until June 29, 2007 and estimated savings of \$16,000 if applied to the vehicle request. (Exhibit M). Payment will not be due until 30 days after delivery. He asked that action be scheduled on the June 26th County Board of Commissioners Meeting agenda.

The Board asked for review by the Purchasing Department.

County Engineer (703)

Don Thomas, County Engineer, appeared and discussed the General Fund budget request.

DISCUSSION OF BOARD MEMBER MEETINGS

B. Officials Committee - Workman, Heier

Heier questioned whether the County is receiving credit for its contribution to funding for the East Beltway, including the County's percentage of the grant.

Thomas said he and Roger Figard, City Engineer, have been using the same numbers.

RETURNING TO BUDGET WORK SESSION

Corrections (671)

Mike Thurber, Corrections Director, appeared and discussed the budget request. He noted that \$1.4 million of the budget is related to out-of-county housing of prisoners. Thurber also discussed staffing, noting that he has requested another eight Correctional Officers which were not included in the budget (estimated cost of \$149,000).

Heier asked Thurber to identify possible areas of reduction.

Thurber said the request to purchase a 15-passenger van for the Lancaster Correctional Facility (LCF) can be reduced by \$26,000. The request for \$19,500 for a hot water tank can be eliminated, as the existing tank has been repaired.

Heier asked how much could be saved if the jail crew that picks up trash along county roads is eliminated.

Thurber estimated three months of salary savings for the correctional officer that supervises the jail crew (\$28,000). He said another option would be to charge city and county departments for work that jail crews perform.

Schorr suggested that participation in the National Drug Assistance Program and development of a drug formulary could help reduce Corrections' pharmacy costs.

ADDITIONS TO THE AGENDA

- A. Correspondence from Dean Settle, Community Mental Health Center Director, Regarding Medicaid Payments (Exhibit F)

Eagan said Settle has advised against sending a letter to the State Medicaid Director at this time.

Meyer noted that there have been no changes to the budget request.

Board consensus was to ask Settle to appear at the June 28th Staff Meeting and indicate what programs should be cut.

BUDGET WORK SESSION CONTINUED

Juvenile Court (623)

Meyer noted receipt of a budget outline from the Juvenile Court regarding the new Judge expenses (see agenda packet). The request includes a new Bailiff, Court Administrator, Clerk Typist II and Receptionist.

Board consensus was to deny the request for Clerk Typist II and Receptionist. Meyer was asked to notify Juvenile Court of the Board's decision and to verify that the Juvenile Court still plans to use \$20,770 that the Nebraska Supreme Court has allocated for a part-time Family Drug Court position and to reallocate the \$3,000 that is paid to the bailiff that has administrative duties to help offset the cost of the Court Administrator position.

Returning to County Sheriff (651)

Board consensus was to cut either three cars from the budget or the new Deputy that was requested to serve the Juvenile Court.

- A. Microcomputer Requests:
 - 1. C#2007-216, \$779.10 from Public Defender Fiscal Year 2007 Budget for a Digital Camera

Item was moved forward on the agenda.

- 2. C#2007-225, \$11,778.98 from Juvenile Probation Budget for Two (2) HP Compaq Business Notebooks and Software

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

10 ADMINISTRATIVE OFFICER REPORT

- A. Schedule Jail Alternatives Report

The Board directed Eagan to proceed with scheduling the report when at least four Commissioners are present.

- B. Tower TRIM Seminar Date

Item held.

- C. Cancellation of Joint Lincoln Public Schools (LPS)/City/County Meeting and City-County Common Meeting (August 6, 2007)

There was no objection to the request to cancel the meeting.

- D. Appointment of County Representatives to Request for Proposals (RFP) Review Committee for: 1) Long Term Care; and 2) Voluntary Benefits and Flex Benefits

MOTION: Hudkins moved and Schorr seconded to appoint Dennis Meyer, Budget and Fiscal Officer, and Sue Eckley, County Risk Manager, to the committee. Hudkins, Schorr and Heier voted aye. Motion carried.

- E. Jamaica North Trail Change Order

Eagan said the trail was designed to standards. A change order will be scheduled on the June 26th Board of Commissioners Meeting agenda, with a deduction of \$511.84 for work that did not meet the design.

11 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Information Services Policy Committee (ISPC) - Stevens

No report.

- B. Officials Committee - Workman, Heier

Item was moved forward on the agenda.

- C. Joint Budget Committee (JBC) - Stevens, Schorr

Schorr said funds to market the 2-1-1 Network (a single source of information about community services, human services and critical intervention) were approved.

- D. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Stevens

Schorr said Stevens informed her that there was strong opposition to any additional expenditures for the Lancaster Event Center.

ADDITIONS TO THE AGENDA

- B. Pension Review Committee Update

Eagan said the Pension Review Committee reviewed the Pension Plan Consultant proposals and recommends conducting an interview with Segal Advisors and not with Karsten Investment Counsel.

- C. State Infrastructure Grant for Children's Mental Health Reform (SIG) Meeting

Schorr said she invited Christine Peterson, Nebraska Department of Health and Human Services (HHS) Chief Executive Officer, and Vivianne Schaumont, State Medicaid Director, to meet with the County Board, once the new HHS Cabinet is in place.

- D. Invitation from Legacy Dairy & Creamery

Schorr indicated plans to attend.

- E. Request from Lincoln Partnership for Economic Development (LPED) for an Opportunity to Appear Before the County Board

Schorr noted that the Board is in budget discussions and said she would like to extend an invitation to LPED to present their funding request and to have the Board decide on whether to maintain, or increase, its contribution.

12 ADJOURNMENT

MOTION: Schorr moved and Hudkins seconded to adjourn the meeting at 12:34 p.m. Schorr, Hudkins and Heier voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk