

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, JUNE 19, 2008  
9:00 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  
Gwen Thorpe, Deputy Chief Administrative Officer  
Dan Nolte, County Clerk  
Ann Taylor, County Clerk's Office

The Vice Chair opened the meeting at 9:08 a.m.

**AGENDA ITEM**

**ADMINISTRATIVE OFFICER REPORT**

A. Budget-in-Brief Update

Gwen Thorpe, Deputy Chief Administrative Officer, presented estimates to print the Budget-in-Brief:

- \* State Print Shop (Books)
  - \* 250 Copies - \$1,300
  - \* 500 Copies - \$1,500
  - \* 1,000 Copies - \$2,000
- \* Journal Star Newspaper (8 Page Newspaper Insert)
  - \* Included in Saturday Newspaper (Circulation of 75,000)
  - \* Included in Wednesday Newspaper (Circulation of 105,000)
  - \* Total Cost is \$5,600, Including Setup
  - \* Ability to Print Additional Copies

B. Printing Request for Proposals (RFP) Committee

Thorpe reported that she has been asked to serve on the committee.

C. One-Year Renewal of Pension Consulting Contract with Segal Advisors

The Board scheduled the item on the June 24, 2008 Board of Commissioners Meeting agenda.

D. 2008 Board of Equalization Guidelines (Scheduled for Approval on June 24, 2008)

Heier asked that the information be posted on the Internet website.

**DISCUSSION OF BOARD MEMBER MEETINGS**

A. Information Services Advisory Committee - Stevens

No report.

B. Officials Committee - Workman, Heier

Heier said the re-route of 148<sup>th</sup> Street was discussed.

C. Parks & Recreation Advisory Board - Stevens

No report.

D. Nebraska Association of County Officials (NACO) Board of Directors - Heier

Heier reported on a decision to hold the annual conference in Kearney in 2009 and 2010.

F. Meeting of County Board Chair, Vice Chair and Mayor - Heier, Schorr (Substitute)

Schorr said discussion focused on budget matters and the proposal for joint financing of the new jail.

G. General Assistance (GA) Monitoring Committee - Schorr

Schorr said changes to the GA Guidelines were discussed.

H. Economic Development Breakfast - Schorr

Schorr said there was a presentation on international innovation.

Hudkins arrived at 9:20 a.m.

**A) USE OF YOUTH SERVICES CENTER (YSC) BY INTEGRATED CARE COORDINATION UNIT (ICCU); B) GENERAL ASSISTANCE (GA) SERVICE CONTRACTS; AND C) POST COMMITMENT FUNDING** - C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program

**A) Use of Youth Services Center (YSC) by Integrated Care Coordination Unit (ICCU)**

C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program, requested authorization to explore with Michelle Schindler, Youth Services Center (YSC) Director, the possibility of Region V contracting to utilize YSC for detention of state wards the Integrated Care Coordination Unit (ICCU) works with, when necessary. He said detention will be from one day to one week in duration.

Board members indicated support for the idea.

**B) General Assistance (GA) Service Contracts**

Johnson proposed a General Assistance (GA) carve out to see if clients could be diverted to other programs and a portion of the cost savings used to fund upstart programs.

Schorr suggested Johnson attend the next GA Monitoring Committee, scheduled for August 19, 2008, to discuss the proposal.

**C) Post Commitment Funding**

Johnson presented the Board with a check in the amount of \$153,774 for reimbursement of Emergency Protective Custody (EPC) costs incurred from 2004 through 2007.

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY, JUNE 12, 2008 AND MINUTES OF DEPARTMENTAL BUDGET HEARINGS OF TUESDAY, JUNE 3, 2008**

**MOTION:** Schorr moved and Heier seconded approval of the minutes of the June 12, 2008 Staff Meeting and June 3, 2008 Departmental Budget Hearings. Hudkins, Heier and Schorr voted aye. Motion carried.

**2 ADDITIONS TO AGENDA**

A. Integrated Life Choices, Inc.

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

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

Dennis Meyer, Budget and Fiscal Officer, said the \$3.7 million projected shortfall has been trimmed to \$1.3 million. He said an area that might be a source of further reductions is the Youth Services Center (YSC) budget. Meyer said there could also be additional revenue if the County negotiates a new contract with the State to house State wards in YSC.

It was noted a reduction in full-time equivalents (FTE's) was one of the options and Heier asked how that would affect services.

Michelle Schindler, Youth Services Center Director, appeared and said would involve closing the Staff Secure Unit which would have an impact on youth in the facility.

Schorr asked Schindler to prioritize the following proposed reductions in FTE's: One (1) Cleaning Worker; One (1) Medical Staff Person; and One (1) Assessment Staff Person.

Schindler said of the three, she would prefer to eliminate the Cleaning Worker. She said she can also hold off on the purchase of a vehicle (estimated cost is \$18,000).

Schorr questioned the microcomputer request.

Melissa Hood, Administrative Aide, said there are funds set aside in the YSC budget for the expense and no funds will be required from the Microcomputer Fund.

Discussion then focused on whether to pursue a new contract with the State to house State wards in YSC.

Meyer said the contract would probably only be in effect for nine months of the fiscal year.

Schindler estimated it would be a revenue increase of \$300,000 to \$400,000.

It was noted the Chair and Vice Chair will contact the State to try to negotiate a contract once the actual per diem rate is determined.

Schindler said she believes she can make additional reductions to her budget if she has a target figure.

Meyer noted YSC is over its revenue projection and is owed an additional \$300,000.

Meyer reviewed the proposed City-County Common Budget Hearing Schedule (see agenda packet).

There were no objections to the proposed schedule.

Discussion then focused on the need for additional appropriations from the General Fund Miscellaneous Budget to the Election Commissioner Budget and Lancaster Manor Fund. A resolution to transfer the appropriations was scheduled on the June 24, 2008 Board of Commissioners Meeting agenda.

Meyer reviewed Lancaster County, Request for Increase in Personnel (Fiscal Year 2009) (Exhibit B):

- \* Public Defender

It was noted that the Public Defender has agreed to change his request for an administrative position from one full-time to two part-time equivalents. Meyer was asked to recalculate the cost, eliminating benefits and adjusting the Federal Insurance Contributions Act (FICA) amount.

- \* Corrections

The Board asked that Mike Thurber, Corrections Director, prioritize his request for an Assistant Maintenance Construction Manager, Correctional Specialist I and System Programmer.

- \* General Assistance

There was general consensus to deny the request for an additional Public Health Nurse through the Health Department because a breakdown of the hospital line item will not be available before adoption of the budget.

- \* CMHC

The Board requested additional information on how an additional Forensic Intensive Case Manager for the Behavioral Health Jail Diversion Program would impact jail population numbers.

Meyer said items for future discussion include the Microcomputer Fund, Building Fund activity and Property Management.

A reduction in cleaning services was suggested as a cost saving measure and Gary Lacey, County Attorney, appeared and suggested an inmate crew be assigned to the Property Manager to clean government buildings.

Heier said the Board sent a letter to the County Court and District Court Judges in May asking them to incorporate "hard labor" in their court orders for offenders sentenced to the County jail but have not received a response.

Brief discussion also took place on the request from the Capital Humane Society for an increase in billable services (see agenda packet).

Terry Wagner, Lancaster County Sheriff, appeared and stressed the value of services provided.

- 4 A) USE OF YOUTH SERVICES CENTER (YSC) BY INTEGRATED CARE COORDINATION UNIT (ICCU); B) GENERAL ASSISTANCE (GA) SERVICE CONTRACTS; AND C) POST COMMITMENT FUNDING** - C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program

Item was moved forward on the agenda.

- 5 LABOR NEGOTIATIONS** - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager; Nicole Gross, Compensation Technician; Kristy Bauer, Deputy County Attorney; Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff

**MOTION:** Schorr moved and Heier seconded to enter Executive Session at 10:21 a.m. for discussion of labor negotiations and potential litigation.

**MOTION:** Schorr moved and Hudkins seconded to exit Executive Session at 10:56 a.m. Hudkins, Heier and Schorr voted aye. Motion carried.

- 6 POTENTIAL LITIGATION** - Tom Fox, Deputy County Attorney; Don Thomas, County Engineer; Doug Pillard, Design Division Head

See Item 5.

- 7 SHERIFF RADIO MAINTENANCE** - Bill Jarrett, Chief Deputy Sheriff

Bill Jarrett, Chief Deputy Sheriff, said his department was recently billed \$836.25 by the Radio Shop for programming and upgrading of a new radio even though the Sheriff's Office pays the Radio Shop more than \$60,000 per year for radio maintenance and upgrades. He said there are six additional new radios that need upgrades. Jarrett stated there are funds in the Radio Fund to cover the expense but suggested the need for an interlocal agreement to define costs and services.

**8 RURAL EMERGENCY MEDICAL SERVICES REQUEST FOR PROPOSALS (RFP)** - Greg Hall, Rural Emergency Medical Services Committee Chairman; Pat O'Brien, Committee Member

Greg Hall, Rural Emergency Medical Services Committee Chairman, reported there was only one response to the Rural Emergency Medical Services Request for Proposals (RFP) and that was from Lincoln Fire and Rescue (LFR). He said the Committee is working with LFR to develop a contract.

Heier asked Hall to report the amount the rural fire districts will have to pay LFR to provide Advanced Life Support (ALS) to Dennis Meyer, Budget and Fiscal Officer, as soon as possible because the Board needs to set levies.

Hall asked whether Tom Fox, Deputy County Attorney, can assist the Committee with the negotiations and drafting of the contract.

Fox appeared and said he cannot be involved in the negotiation process but can assist with the contract.

**9 LANCASTER MANOR COMPUTER PURCHASE (ACTION ITEM 10 (b) (1))** - Ron Fetters, Lancaster Manor Administrator

Ron Fetters, Lancaster Manor Administrator, gave an explanation of the microcomputer request (Exhibit C).

In response to a question from Heier, Dennis Meyer, Budget and Fiscal Officer, appeared and said funding through the department's budget is appropriate.

**MOTION:** Hudkins moved and Schorr seconded approval of the purchase. Hudkins, Heier and Schorr voted aye. Motion carried.

**10 ACTION ITEMS**

- A. Support Letter for Lincoln Public Schools (LPS) Mentoring Coordination Grant Application

**MOTION:** Schorr moved and Hudkins seconded to authorize signature by the Vice Chair. Hudkins, Heier and Schorr voted aye. Motion carried.

B. Microcomputer Requests

1. C#47839, \$7,768.64 from Lancaster Manor's budget for Six (6) PC's; 19" Monitor, Etc.

See Item 8.

2. C#47853, \$2,359.72 from District Court's budget for Three (3) PC's, Etc.

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

- C. Correspondence from Deb Hanson, Mayor's Environmental Task Force, Regarding Building Baseline Audits (Exhibit D)

The Board referred the correspondence to Don Killeen, County Property Manager.

**11 ADMINISTRATIVE OFFICER REPORT**

- A. Budget-in-Brief Update
- B. Printing Request for Proposals (RFP) Committee
- C. One-Year Renewal of Pension Consulting Contract with Segal Advisors
- D. 2008 Board of Equalization Guidelines (Scheduled for Approval on Tuesday, June 24, 2008)

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

**12 DISCUSSION OF BOARD MEMBER MEETINGS**

- A. Information Services Advisory Committee - Stevens
- B. Officials Committee - Workman, Heier
- C. Parks & Recreation Advisory Board - Stevens
- D. Nebraska Association of County Officials (NACO) Board of Directors - Heier

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

- E. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Hudkins, Stevens



No report.

- F. Meeting of County Board Chair, Vice Chair and Mayor - Heier
- G. General Assistance (GA) Monitoring Committee - Schorr
- H. Economic Development Breakfast - Schorr

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

### **ADDITIONS TO THE AGENDA**

- B. Correspondence from Gaylan Suhr Regarding West Denton Road (Exhibit E)

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

- A. Integrated Life Choices, Inc.

Heier said he referred the request from Integrated Life Choices, Inc. for a County Commissioner to serve on their Board to Tom Fox, Deputy County Attorney, for review. Information regarding the organization was also shared with C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program.

- B. Correspondence from Gaylan Suhr Regarding West Denton Road (Exhibit E)

Thorpe agreed to follow-up on Suhr's concerns.

### **13 EMERGENCY ITEMS AND OTHER BUSINESS**

Schorr said she has been asked to serve on the Mayor's Search Committee for a New Library Director.

Schorr also reported that she and Mike DeKalb and Sara Hartzell from the Planning Department met with the Bennet Planning Commission to discuss the "Bennet Corner" and realignment of 148<sup>th</sup> Street.

### **14 ADJOURNMENT**

**MOTION:** Schorr moved and Hudkins seconded to adjourn the meeting at 11:30 a.m. Hudkins, Heier and Schorr voted aye. Motion carried.

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Dan Nolte  
Lancaster County Clerk