

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113 - BILL LUXFORD STUDIO  
THURSDAY, NOVEMBER 13, 2014  
8:30 A.M.**

Commissioners Present:   Larry Hudkins, Chair  
                                  Brent Smoyer, Vice Chair  
                                  Deb Schorr  
                                  Jane Raybould  
                                  Roma Amundson

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

*Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and provided to the media on November 12, 2014.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:34 a.m.

**AGENDA ITEM**

**1       APPROVAL OF THE MINUTES OF THE NOVEMBER 6, 2014 STAFF MEETING**

**MOTION:**   Smoyer moved and Amundson seconded approval of the minutes of the November 6, 2014 Staff Meeting. Raybould, Amundson, Schorr and Hudkins voted aye. Smoyer abstained from voting. Motion carried 4-0, with one abstention.

**2       ADDITIONS TO AGENDA**

None were stated.

### 3     **911 TECHNOLOGY UPGRADES** - Tom Casady, City Public Safety Director

Tom Casady, City Public Safety Director, said the City of Lincoln has operated the radio system that serves public safety agencies in Lincoln and the Lancaster County Sheriff's Office for approximately 50 years. The current system is 27 years old and operates on obsolete technology. He said there are approximately 2,400 radios on the system that are primarily used by public safety agencies. The City is the largest user of the radio system (60-70%) and Lancaster County is second (12%). Other units of government, such as the State, Lincoln Airport Authority, Lincoln Public Schools (LPS), Lancaster County Rural Fire Departments and the Federal Bureau of Investigation (FBI) are users, as well as several non-public safety agencies such as City Public Works & Utilities and StarTran.

Casady said it is time to replace the radio system and the City has been trying to figure out how to do that most effectively. The cost is projected to be in the range of \$24,000,000 to \$25,000,000 and is split between subscriber equipment (radios) and the network system (towers, transmitter/receivers, antennas, cabling, etc.) He said the Mayor formed the Lincoln Public Safety Project Committee to look at financing options. **NOTE:** Commissioner Schorr serves on the Committee. The options being studied are:

- General Obligation Bond election
- Election to increase City sales tax, with the first three years dedicated to public safety
- Lease purchase financing
- Vendor financing
- Third-party financing
- Election to increase City sales tax with revenue used to pay bonds
- Creation of a Communications Joint Public Agency (JPA) with property tax levy

The Committee will make recommendations to the Mayor before the end of the year.

Raybould asked how the financing obligation will be allocated. Casady said the annual operating costs, which are in excess of \$1,000,000 per year, are divided equally among the users based on the number of radios. He said the allocation will remain the same, adding both he and the Mayor feel all the participating agencies should have "a little skin in the game" for both the radios and radio system. He said the Committee is looking at how that could best be achieved.

In response to a question from Hudkins, Casady said non-City users could be charged an additional fee to offset a portion of the cost of the central network and reduce the need for financing.

Raybould inquired about the time line for the upgrades and digital capability. Casady said three of the options under consideration would require a public vote and the earliest that could occur is the spring election. He said it will be a two to three year project once the funding has been secured. Casady noted vendor support for the current system will end in 2017 and said many components are obsolete. In terms of digital capability, Casady said the radio system will have Project 25 (P25) technology (standards for digital radio communications for use by federal, state and local public safety agencies to enable them to communicate with other agencies and mutual aid response teams in emergencies). He said the system will be vendor agnostic (not tied to the products of a specific manufacturer).

Raybould asked whether the 911 systems they are looking at accept text messages. Casady said they do not.

Amundson questioned whether the funding obligation would have to be paid up-front or could it be done incrementally. Casady said the vendor will be paid in stages, with a balloon payment at the end.

Hudkins asked whether the radio system will interface with the other agencies, such as the Nebraska State Patrol. Casady said it will. He said one option is to join existing networks, noting there are two large networks in Nebraska. One is the statewide radio system and its primary users are the State Patrol and Nebraska Public Power District (NPPD). The other is the Douglas County/Omaha Public Power District (OPPD) network which also serves the Douglas County Sheriff's Office, Omaha Police Department, Washington County, Pottawattamie County, Iowa and several smaller agencies. Casady said there is an assumption that would be the less expensive alternative but said he is not sure that is the case.

Schorr asked that a representative of the Lancaster County Sheriff's Office participate on the Request for Proposal (RFP) Committee and noted there may be changes to the interlocal agreement between the City and County with regards to the operation of the 911 Communications Center.

## ADMINISTRATIVE OFFICER REPORT

### A. Guidelines for Public Participation at County Board Meetings

Amundson felt the Guidelines for Public Participation at Meetings of the Lancaster County Board of Commissioners (Exhibit A) should be observed and said some of the comments made at the regular County Board of Commissioners Meetings have not been pertinent to County business. She also felt comments directed to specific Board members should be limited. The Chair said it is sometimes difficult to keep the individuals on point. Raybould said the Chair could ask the person wishing to speak what specific item of County business would they like to discuss. It was noted individuals who have questions regarding County government could also be provided an opportunity to meet individually with the Chair or Vice Chair or the appropriate department head.

**NOTE:** The guidelines are available at the County Board's meetings and on the County's website: <http://lanaster.ne.gov/clerk/guide1.htm>.

### **4 HUMAN SERVICES DIRECTOR** - Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Nicole Gross, Compensation Technician

Doug McDaniel, Lincoln-Lancaster County Human Resources Director, said the job description for the Human Services Administrator is in its final form (see agenda packet) and preliminary work on the supplemental questionnaire is completed. He said the job listing could be posted on Monday.

Schorr suggested subnotes (1) and (2) under *Examples of Work Performed* be removed, noting they can be discussed with applicants.

McDaniel was asked how long the job listing will remain open and how long it will take to rank the applications. He said the length of the posting and the scope of the recruitment process will be up to the Board. McDaniel suggested two weeks if the job is just posted locally and four weeks or longer if it is posted regionally. There was consensus to list it locally first, expanding the search if needed. Schorr asked that the job listing also be provided to Rick Carter, Executive Director, Human Services Federation, so it can be included in his organization's weekly mailing to non-profit agencies.

Brief discussion took place regarding salary. McDaniel said they captured data for human services administrator, veterans service, general assistance and juvenile justice coordinator and the range was \$43,100 to \$107,600. **NOTE:** The incumbent's salary is \$81,000.

It was noted the Human Services Administrator will work with the Veterans Service Officer and will oversee the operational portion of that budget. The Human Services Administrator may also be asked to provide oversight for the General Assistance (GA) Administrator in the future.

Gwen Thorpe, Deputy Chief Administrative Officer, asked whether the human services community has “weighed in” on the position description. Schorr said it has been presented to the Joint Budget Committee (JBC) and United Way of Lincoln-Lancaster County.

## **ADMINISTRATOR OFFICER REPORT**

### **B. Appointment of Commissioner Amundson to the Nebraska Workforce Development Board**

Informational only.

### **C. Selection of County Board Vice Chair**

Schorr noted Commissioner Smoyer, who serves as the County Board Vice Chair, will be leaving office at the end of December. **NOTE:** Smoyer did not seek re-election for his seat. She suggested Commissioner Amundson begin serving as the Vice Chair in preparation for a leadership role.

Smoyer said he is willing to continue to serve as Vice Chair but will step down if that is the wish of the majority of the Board.

Schorr felt it would be helpful to have Amundson spend a couple months in that position and “get up to speed” on the additional responsibilities. Amundson indicated she would be interested in serving in that position.

Raybould noted two new Commissioners will be taking office in January (Bill Avery, representing District 1, and Todd Wiltgen, representing District 5) and felt it is appropriate for them to have a voice in the selection process. She pointed out it has always been the practice to elect County Board officers in January and said one of the other Commissioners may be interested in serving as the Vice Chair. Schorr noted someone serving in that position has typically had at least two years to prepare.

Hudkins indicated he would be willing to continue to serve as Chair, which would provide continuity.

Schorr said it was her assumption that the new Board would select the Chair and Vice Chair. She said she was just looking to provide additional leadership opportunities for Amundson.

No action was taken on this item at this time.

D. Citizens Institute of Rural Design (CIRD) Meeting with County Board  
(November 25, 2014)

There was consensus to meet with CIRD representatives at 10:00 a.m. on November 25<sup>th</sup>, prior to the regular County Board of Commissioners Meeting.

E. Tri-County Breakfast with State Senators

Staff was asked to work with Larry Dix, Nebraska Association of County Officials (NACO) Executive Director, and Douglas and Sarpy County's administrative staff to set a date. The Board indicated a preference for a Tuesday or Thursday morning in late January or early February and suggested a 7:30 a.m. starting time.

**5 JUVENILE PROBATION UPDATE (LEGISLATIVE BILL (LB) 571 IMPLEMENTATION)** - Lori Griggs, Chief Juvenile Probation Officer

Lori Griggs, Chief Juvenile Probation Officer, gave an overview of how Legislative Bill (LB) 571, which changed provisions and transferred responsibilities regarding the juvenile justice system, has impacted Juvenile Probation. She also provided information on the following:

- Number of youth on probation and revocation
- Transition of cases from the Nebraska Department of Health and Human Services (HHS) Office of Juvenile Services (OJS)
- Out-of-home placements
- Intake data
- Office of Probation Administration, Juvenile Services Division, organizational chart
- Juvenile Probation staffing plan

Raybould asked whether more youth have been directed to the Youth Services Center (YSC) because of revocations or are graduated sanctions applied. Griggs said Juvenile Probation has quite a bit of latitude, both statutorily and from the judiciary, to administer sanctions without a formal revocation. She said prosecutors can ask for a hearing or file for revocation if they have a different viewpoint.

Sheli Schindler, YSC Director, appeared and said the difference is that the oversight has moved from OJS to Juvenile Probation.

Schorr asked Griggs whether the caseload is manageable. Griggs said it is at this point.

Schorr noted the information indicates there are 20 to 30 youth detained in YSC due to probation revocation proceedings and asked whether that number seems high. Griggs said that is not an abnormal number considering it is slightly more than 3% of all the youth that have court orders. She said once a youth is detained on a law violation or for revocation, the first question is whether there is something the Court could add to its order that could send them home or to a shelter or group home. If the answer is no, it could be because an evaluation or additional information is needed and that can take awhile. Once the evaluation is completed, they must apply to Magellan to see whether it will approve Medicaid funds for placement or treatment. The process takes at least 45 days.

Hudkins asked whether Iowa is still utilized for out-of-statement placements. Griggs said Iowa will no longer supervise our youth unless they are already active Nebraska Medicaid or have adequate health insurance. She said they have placed some youth in Colorado and Wyoming instead.

Hudkins also inquired about the percentage of intakes scoring as high risk. Griggs said the intake statistics have remained pretty consistent over the last 10 to 15 years, noting most of those deemed high risk reflect felonies.

There was consensus to have Griggs provide quarterly updates, or more frequently if there are major changes, to the Board.

## **6 ACTION ITEMS**

- A. Rejection of Terrorism Coverage through Continental Western Insurance

**MOTION:** Smoyer moved and Raybould seconded to authorize the Chair to sign the Policyholder Disclosure Notice of Terrorism Insurance Coverage, indicating the County Board declines to purchase terrorism coverage for certified acts of terrorism. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- B. Authorize Payment of Segal Rogerscasey Invoices from Pension Expense Account (\$25,000 for 2013 and \$28,500 for 2014)

Kerry Eagan, Chief Administrative Officer, explained the expense was greater in 2014 because Segal Rogerscasey (Pension Plan Consultant) did a complete review of the Prudential contract. The contract was lowered 18 basis points as a result.

**MOTION:** Raybould moved and Amundson seconded to authorize payment of both invoices. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

## **7 CONSENT ITEMS**

There were no consent items.

## **8 ADMINISTRATIVE OFFICER REPORT**

- A. Guidelines for Public Participation at County Board Meetings
- B. Appointment of Commissioner Amundson to the Nebraska Workforce Development Board
- C. Selection of County Board Vice Chair
- D. Citizens Institute of Rural Design (CIRD) Meeting with County Board (November 25, 2014)
- E. Tri-County Breakfast with State Senators

Items A-E were moved forward on the agenda.

## **9 PENDING**

There were no pending items.

## **10 DISCUSSION OF BOARD MEMBER MEETINGS**

- A. Visitors Promotion Committee (VPC) - Smoyer

Smoyer said they reviewed the applications for mini grants (shall not exceed \$10,000 per organization each grant year).

- B. Lincoln Public Safety Project Committee - Schorr

See Item 3.

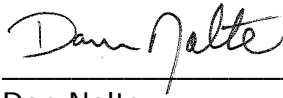


## 11 EMERGENCY ITEMS AND OTHER BUSINESS

There were no emergency items or other business.

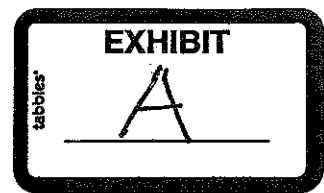
## 12 ADJOURNMENT

**MOTION:** Raybould moved and Amundson seconded to adjourn the meeting at 9:57 a.m. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.



Dan Nolte  
Lancaster County Clerk





## GUIDELINES FOR PUBLIC PARTICIPATION AT MEETINGS OF THE LANCASTER COUNTY BOARD OF COMMISSIONERS

(As Amended October 24, 2013)

The Lancaster County Board of Commissioners serves as the governing body for Lancaster County. The County Board is charged with various legislative and administrative duties, including the management of county funds, maintenance of county property, adoption of the county budget, setting of tax levies and salaries of elected and appointed county officials, and the administration of various programs established by state law.

### A. PUBLIC COMMENT

#### 1. Regular Tuesday Meeting

The regular meeting of the County Board is held each Tuesday at 10:30 a.m. in the County-City Building, on the first floor in the Chambers, Room 112. The meetings of the County Board are open to the public. Comments from members of the public are welcome and will be scheduled as follows:

##### **Items on the Agenda:**

Those wishing to speak on items specific to the agenda are asked to do so when that item is called by the County Clerk. The Board Chair will recognize and call forward those citizens who wish to speak. Each speaker is limited to five (5) minutes. The County Clerk will indicate when one (1) minute remains to allow for the summary of remarks. Time may be extended at the discretion of the County Board Chair.

##### **Items not on the Agenda:**

Those wishing to speak on items relating to other County business not on the agenda may speak during the Public Comment portion of the agenda. The Board Chair will recognize and call forward those citizens who wish to speak. Each speaker is limited to five (5) minutes. The county Clerk will indicate when one (1) minute remains to allow for the summary of remarks. These time limits may be extended at the discretion of the County Board Chair.

All citizens who speak are asked to print their name and address on the sign-up sheet located on the dais, stating verbally for the record their first and last names.

#### 2. Thursday Staff Meeting

The County Board holds a staff meeting each Thursday morning at 8:30 a.m. in the County-City Building, on the first floor in Room 113. Staff meetings are open to the public. Public comments are not allowed at staff meetings except at the discretion of the County Board Chair.

#### 3. Agendas

Agendas and supporting documentation for County Board meetings are public records and are kept on file in the Lancaster County Clerk's Office. Information regarding agendas may be obtained by calling the County Clerk's Office at 402-441-7481; through the County Clerk's website ([www.lancaster.ne.gov/clerk](http://www.lancaster.ne.gov/clerk)), or by coming in person to the Clerk's office during normal business hours, from 7:30 a.m. to 4:30 p.m.

#### 4. Public Hearings

Public hearings are conducted by the County Board when required by law or when a public hearing will assist the County Board in the formation of sound public policy or the efficient administration of county government. Most public hearings held by the County Board are conducted during the Tuesday meetings. Items for which a public hearing will be conducted are set forth on the agenda under the Public Hearing section. Members of the public may give testimony to the County Board during a public hearing. Each person offering testimony will be asked to print their name and address on the sign-in sheet located on the dais and verbally state their first and last name for the record. The County Clerk will administer the oath before testimony begins.

The order of testimony shall be as follows:

1. Applicant (if any)
2. Proponents of the proposed action
3. Opponents of the proposed action
4. Testimony in a neutral capacity, including comments from staff members or individuals seeking information about the proposed action
5. Rebuttal by the applicant (if applicable)

Those testifying should identify any organization or group they may be representing. Large groups in attendance which are supporting or opposing the same position with regard to the subject of a public hearing should choose one or two spokespersons to represent the group. The spokesperson(s) may ask the group to stand to give the County Board an idea of the number of persons sharing a similar viewpoint. Those testifying are encouraged to avoid giving repetitive or irrelevant testimony. Each speaker is limited to five (5) minutes. The County Clerk will indicate when one (1) minute remains to allow for the summary of remarks. Time may be extended at the discretion of the County Board Chair.

INTERPRETERS FOR THE HEARING IMPAIRED ARE AVAILABLE UPON REQUEST. PLEASE CONTACT THE COUNTY CLERK'S OFFICE AT 402-441-7481 AT LEAST TWO DAYS PRIOR TO THE MEETING IF THIS ACCOMMODATION IS REQUIRED, OR IF YOU HAVE ANY OTHER SPECIAL COMMUNICATION NEEDS REQUIRING ASSISTANCE.

SI NECESITA AYUDA CON EL IDIOMA ESPAÑOL, POR FAVOR HAGA ARREGLOS CON EL SECRETARIO DEL CONDADO DE LANCASTER EN UN PLAZO DE DOS DÍAS ANTES DE LA REUNIÓN PÚBLICA. EL NÚMERO DE TELÉFONO DEL SECRETARIO DEL CONDADO DE LANCASTER ES 402-441-7481. (IF YOU NEED SPANISH LANGUAGE ASSISTANCE, PLEASE MAKE ARRANGEMENTS WITH THE LANCASTER COUNTY CLERK WITHIN TWO DAYS OF THE PUBLIC MEETING. THE PHONE NUMBER FOR THE LANCASTER COUNTY CLERK IS 402-441-7481.)