# STAFF MEETING MINUTES LANCASTER COUNTY BOARD OF COMMISSIONERS COUNTY-CITY BUILDING ROOM 113 - BILL LUXFORD STUDIO THURSDAY, OCTOBER 27, 2016 8:30 A.M.

Commissioners Present: Roma Amundson, Chair

Todd Wiltgen, Vice Chair

Larry Hudkins Deb Schorr

Commissioners Absent: Bill Avery

Others Present: Kerry Eagan, Chief Administrative Officer

Dan Nolte, County Clerk

Cori Beattie, Deputy 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 October 26, 2016.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:33 a.m.

#### **AGENDA ITEM**

1 APPROVAL OF MINUTES OF THE OCTOBER 20, 2016 STAFF MEETING

It was noted that the minutes were from the October 11, 2016 Staff Meeting, not October 20, 2016.

**MOTION:** Hudkins moved and Wiltgen seconded approval of the October 11, 2016

Staff Meeting minutes. Wiltgen, Hudkins and Amundson voted yes.

Avery and Schorr were absent. Motion carried 3-0.

The County Board Staff Meeting was recessed at 8:34 a.m.

2 BOARD OF CORRECTIONS QUARTERLY MEETING - Brad Johnson, Interim Corrections Director

Separate minutes.

Schorr arrived at the meeting at 8:36 a.m.

The County Board Staff Meeting was resumed at 8:59 a.m.

#### ADMINISTRATIVE OFFICER REPORT

J. National League of Cities Conference Report (Schorr)

Schorr said she, Cyndi Lamm, Lincoln City Council, and Captain Jason Stille, Lincoln Police Department (LPD), recently attended a National League of Cities Conference that looked at the overuse of jails. She said they provided statistics in advance of the conference and said it was interesting to compare those to statistics provided by the eight other cities that were represented. Schorr said they worked to identify changes that could be made that would most significantly impact the jail population and identified failure to appear in court and failure to pay as the primary issues. She said they hope to develop initiatives that might address those issues and a funding source for additional monitoring equipment.

3 LABOR NEGOTIATIONS - Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Nicole Gross, Compensation Technician; Amzi McFarling, Human Resources Generalist; Kristy Bauer, Deputy County Attorney

**MOTION:** Schorr moved and Hudkins seconded to enter Executive Session at 9:00 a.m. for the purpose of protecting the public interest with regards to labor negotiations.

The Chair said it has been moved and seconded that the Board enter into Executive Session.

**ROLL CALL:** Wiltgen, Schorr, Hudkins and Amundson voted yes. Avery was absent. Motion carried 4-0.

The Chair restated the purpose for the Board entering into Executive Session.

**MOTION:** Schorr moved and Hudkins seconded to exit Executive Session at 9:25 a.m. Wiltgen, Schorr, Hudkins and Amundson voted yes. Avery was absent. Motion carried 4-0.

4 A) CORRECTIONS DIRECTOR UPDATE; AND B) ASSISTANT PROPERTY MANAGER POSITION - Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Kari Foote, Human Resources Coordinator

# **Assistant Property Manager Position**

Kari Foote, Human Resources Coordinator, said a slate of three candidates was forwarded to Don Killeen, County Property Manager, to consider. She said interviews have been tentatively set for November 17<sup>th</sup> and she will work with Killeen to develop a set of interview questions.

### **Corrections Director Update**

Doug McDaniel, Lincoln-Lancaster County Human Resources Director, said a subcommittee comprised of McDaniel; Foote; Kim Etherton, Community Corrections Director; Sheli Schindler, Youth Services Center (YSC) Director; and Terry Wagner, County Sheriff, conducted telephone interviews with 10 candidates and narrowed the field to four finalists. **NOTE:** The finalists were later identified as Brad Johnson, Interim Corrections Director; Barry DeJong, Vice President of child and family programs for Heartland Family Service in Omaha, Nebraska; LaToya Warren, Chief Deputy Warden of the Allegheny County Jail in Pittsburgh, Pennsylvania; and Mark Chamberlain, Chief Deputy of Corrections for the Garland County Sheriff's Office in Hot Springs, Arkansas.

There was consensus to bring the two out-of-state finalists to Lincoln for interviews. The four finalists will be interviewed in two sessions, each headed by two Commissioners. There was also consensus to ask Kim Etherton, Community Corrections Director; Jeff Bliemeister, Chief of Police and former Chief Deputy Sheriff; Gwen Thorpe, former Deputy Chief Administrative Officer and former Interim Corrections Director; and Darrell Fisher, Executive Director, Nebraska Crime Commission, to assist in the interview process. McDaniel and Foote will serve as facilitators.

5 INTRALINC SIGN-IN PROCESS - Steve Henderson, Chief Information Officer, Information Services (IS)

Steve Henderson, Chief Information Officer, Information Services (IS), gave an overview of three topics that were discussed at the October 25<sup>th</sup> Technical Discussion Forum:

- 1) An update of the IntraLinc (City-County Employees internal website)
- 2) Allow use of active directory passwords to access Human Resource forms that are on an application that resides on the State's mainframe
- 3) Social engineering security

## ADMINISTRATIVE OFFICER REPORT

B. Lincoln and Lancaster County Environmental Leadership Awards Breakfast (November 2, 2016, 7:30 a.m.)

Hudkins agreed to represent the Board at the event and provide closing comments.

**VICTORY PARK UPDATE** - Randy Jones, Aging Partners Director; Craig Gies, Burlington Capital/Sampson Construction

Craig Gies, Burlington Capital/Sampson Construction, presented the draft master site plan for the Victory Park planned unit development (redevelopment of the current Veterans Affairs (VA) campus at 70<sup>th</sup> and "O" Streets into a mixture of veteran and senior apartments, medical offices and a new senior center) (Exhibit A). He said a veteran supportive housing unit, which is often referred to as VASH Housing after the federal voucher program, will be the first activity on the site. Gies said the campus is also one of seven sites being considered for a clinic. He said Aging Partners has also been given an opportunity to be located on the campus and Burlington Capitol, the development team, has made an offer of terms and location (see Exhibit A). The City has not made a commitment to date.

Randy Jones, Aging Partners Director, asked Gies to explain the change in the phasing. Gies said the development team had thought the clinic would have happened by this point. Since it has not, a change has been made to the redevelopment agreement with the City to allow a "roll-back" if the clinic is not constructed on this site. He said that would allow the development team to "step back" and consider what might be the outcome for the campus. The "roll-back" also impacted the idea of starting one of the medical office buildings or any of the other housing. Gies noted the VA must make a decision on location of the clinic by the end of 2019. He said Aging Partners and others negotiating a lease are being allowed to wait until that time to make a decision as well. Jones said there has been a commitment from the developer to provide them with a start-up lease at the current level. The developer has also added \$100,000 to assist with moving costs. In terms of service delivery, Aging Partners will still maintain meal service at the Victory Park location but is looking at different models that may be more cost effective. He said Aging Partners' transportation program is increasing consumer choice in the delivery plans and Aging Partners is working with the VA to coordinate VASH housing support to make sure there isn't duplication.

Schorr said it was her understanding the Lancaster County Veterans Service Office would be moving to the campus as well. Gies said they still have that opportunity. Amundson said that office will be moving to the 605 Building until more is known about what will be occurring at Victory Park.

#### 7 ACTION ITEMS

There were no action items.

#### 8 CONSENT ITEMS

There were no consent items.

#### 9 ADMINISTRATIVE OFFICER REPORT

#### A. City Discussion Issues

Rick Hoppe, Administrative Assistant to the Mayor, appeared and suggested topics (Railroad Transportation Safety District (RTSD), South Beltway, East Beltway, Rural to Urban Transition of Streets (RUTS) a Havelock Street turn lane off North 84<sup>th</sup> Street at Havelock Avenue, Visitors Improvement Fund dollars, the Pinewood Bowl and the new payroll system) for a joint issues briefing on November 3<sup>rd</sup> (Exhibit B). He said it would provide an opportunity to get feedback on these issues and said smaller groups could be formed, with representatives from both sides, to further develop ideas and potential solutions. Those would be reported back to the respective bodies.

There was consensus to set aside 1.5 hours for the briefing and to invite Lincoln City Council members to attend.

Schorr noted that the Board had approved a Visitors Improvement Fund grant contract in the amount of \$2,100,000 to the Lincoln Children's Zoo for the Zoo's Master Plan Expansion in July, 2016 (see County Contract No. C-16-0368). The scope of that project has now changed. Kerry Eagan, Chief Administrative Officer, said the Zoo will need to bring a refined project to the Board because it cannot perform as the contract is written.

Wiltgen said he is interested in the City's open data initiative, which would provide more data online in more easily accessible formats. Hoppe said the City is just getting started on the initiative and felt discussion would be more appropriate in a few weeks.

Schorr said the Board received a briefing on the jail population earlier in the meeting and said it is important information that should be shared with the Mayor and City Council as well. There was consensus to schedule a briefing on a City-County Common Meeting agenda.

It was noted that the City recently developed new policies regarding the use of cityowned electronic devices, such as tablets and cellular phones, and Hoppe was asked to share those documents with the Board.

# C. Tri-County Meeting With Douglas and Sarpy Counties

It was noted that Douglas County will host the event which is scheduled for November 14, 2016. The location has not been determined.

D. District Energy Corporation (DEC) Director Appointments - Deb Schorr and Larry Hudkins

There was consensus to wait and determine the representatives when the Board decides committee assignments on January 5, 2017.

E. Appointment of Sandra Washington (Replacing Cathy Beecham); Deane Finnegan (Replacing Michael Cornelius); Tracy Edgerton (Replacing Jeanelle Lust); and Thomas J. Beckius (Replacing Lynn Sunderman) to the Lincoln-Lancaster County Planning Commission

David Cary, Lincoln/Lancaster County Planning Department Director, appeared and discussed the proposed appointments. He noted Cathy Beecham moved out of the area over the summer so they would like to have Sandra Washington, her proposed replacement, be a voting member by the November 30<sup>th</sup> Lincoln-Lancaster County Planning Commission Meeting so there is a full Commission in place for the remainder of the year. The replacements for Michael Cornelius, Jeanelle Lust and Lynn Sunderman would become voting members after the first of the year. Cary said the terms for those three members expired in 2015 and they agreed to extend their terms to complete work on the Comprehensive Plan update and the Long Range Transportation Plan.

There was consensus to interview the prospective appointees at a Staff Meeting with the intent to schedule Washington's interview on the November 3, 2016 Staff Meeting agenda. The starting time for that meeting will be moved from 8:30 a.m. to 8:00 a.m. to allow sufficient time for the interview.

F. Claim for Review, Payment Voucher (PV) No. 543815-543816 from the Budget and Fiscal Office to Lincoln Glass, Inc. in the Total Amount of \$4,832.00. The Amount of This Purchase Requires a Purchase Order.

Brad Johnson, Interim Corrections Director, gave an overview of the claim explaining the Corrections Department mistakenly believed there was a contract in place with Lincoln Glass, Inc.

**MOTION:** Schorr moved and Hudkins seconded to handle the claim through the regular claims process. Hudkins, Wiltgen, Schorr and Amundson voted yes. Avery was absent. Motion carried 4-0.

G. Claim for Review, Payment Voucher (PV) No. 543821 from Property Management to Nebraska Industrial Refrigeration in the Amount of \$1,476.70. This Claim is Dated March 25, 2016 and is Beyond the 90-Day Time Period.

Item was held until later in the meeting.

H. Extension Southeast and Metro Districts Director Candidate Interviews (Amundson)

Amundson reported that she participated in the interview process.

I. Visitors Improvement Fund Grant Contract with Lincoln Parks & Recreation (Extension to December 31, 2016)

The Board scheduled the item on the November 1, 2016 County Board of Commissioners Meeting agenda.

J. National League of Cities Conference Report (Schorr)

Item was moved forward on the agenda.

K. Meeting with State Senator Bob Krist

Sheli Schindler, Youth Services Center (YSC) Director, and Sara Hoyle, Human Services Director, participated in discussion of a meeting they recently attended with State Senator Bob Krist to discuss his concerns regarding YSC's per diem, transportation costs and data provided by Lancaster County to the Juvenile Probation Office. Others in attendance at that meeting were Commissioners Wiltgen and Schorr; Eagan; Joe Kohout and Jonathan Bradford, Kissel/E&S Associates (Legislative Consultants); Jeanne Brandner, Deputy Probation Administrator, Juvenile Services Division, Office of Probation Administration; and Monica Miles-Steffens, Director of Placement, Juvenile Services Division, Nebraska State Probation.

Wiltgen noted the State is looking to make budget cuts and stressed the importance of providing them data, including an explanation of why Lancaster County has a higher per diem. Eagan said Lancaster County is better at including all of its costs, noting the Douglas County Youth Center does not include a rent component. Schindler said the Douglas County Youth Center also does not pay workers' compensation and has different information services (IS) costs. She added that Brad Alexander, Superintendent, Douglas County Youth Center, has indicated Douglas County is reassessing its per diem because their population has decreased.

Schorr said Senator Krist indicated there could be policy changes that would close the Youth Rehabilitation and Treatment Centers (YRTC's) in Geneva and Kearney and create regional youth services centers. In terms of the data, Schorr said Hoyle provided Senator Krist with information on how Lancaster County adheres to the National Juvenile Detention Alternatives Initiative (JDAI) principles and a breakdown of funding streams, including how much the City of Lincoln and Lancaster County contribute to juvenile programming. Hoyle noted the majority of the money goes back into the community to provide direct services. Schorr said Senator Krist seemed to be under the impression that Lancaster County wasn't using evidence-based practices and

spoke strongly about Lancaster County moving to the JDAI model. She said they explained that Douglas County uses a hybrid model and Lancaster County could be "JDAI-ish" without compromising the success of its programs. Eagan noted Lancaster County representatives suggested that when they met with JDAI staff they were told, "No, it's all or nothing." Hoyle said that is Nebraska State Probation's position. She also clarified that \$500,000 went to the Juvenile Justice Institute (JJI) when community aid funding was increased to evaluate programming. As a result, everyone receiving community aid is required to enter individual level data into either spreadsheets or a database. Hoyle said JJI, which is run by Dr. Anne Hobbs, Director, School of Criminology & Criminal Justice, University of Nebraska-Omaha (UNO), is in the process of figuring out how to evaluate all of the programs. She said Dr. Hobbs had a database in place for juvenile diversion and has built a database to track detention alternatives. All other individual level data is entered into a spreadsheet that is sent to JJI each quarter. Hoyle said her department is the administrator of the funds in Lancaster County and said there has to be accountability built in to insure 100% compliance with reporting. She said she asked Dr. Hobbs to run a query on all the youth served by the County's programs and to pull out specific data fields. JJI responded that it is not able to run a guery of the number of youth served in each program and a hand count will be necessary for programs submitted via a spreadsheet. Hoyle said it is a huge undertaking and Dr. Hobbs is not sure how the evaluation will come out with the number of programs reporting.

In response to a question from Schorr, Hoyle said an annual measure of recidivism is statutorily required. She said JJI will only be able to evaluate diversion programs this year and will focus on detention alternatives next year.

Schindler said data has been submitted to JJI and the Nebraska Crime Commission and also exists in Probation's data set. However there is a lack of clarity on what specific data set was being referenced in the meeting. Hoyle said the common definitions Senator Krist referenced are the ones Dr. Hobbs has been working on.

Schorr stressed the need to educate Lancaster County Senators on the importance of the juvenile justice funding and to work with the Nebraska Association of County Officials (NACO) on a statewide approach.

Brad Johnson, Interim Corrections Director, appeared and expressed concern there could be similar issues on the adult detention side.

Eagan said they assured Senator Krist at the meeting that the County would review its per diem and suggested sending the Senator a letter detailing the history of juvenile justice. Schindler and Hoyle agreed to assist him in drafting the letter.

#### **RETURNING TO ITEM 9G**

Eagan said he spoke to Don Killeen, County Property Manager, regarding the claim and Killeen said it was submitted within the 90-day time period but was not submitted to the appropriate individual.

**MOTION:** Hudkins moved and Schorr seconded to handle the claim through the regular claims process. Schorr, Hudkins, Wiltgen and Amundson voted yes. Avery was absent. Motion carried 4-0.

#### 11 PENDING

There were no pending items.

#### 12 DISCUSSION OF BOARD MEMBER MEETINGS

A. Legislative Bill (LB) 605 County Reinvestment Meeting - Schorr

Schorr said she did not attend the meeting.

B. Air Pollution Control Advisory Board - Avery

No report.

C. Public Building Commission (PBC) Vice Chair Meeting with Mayor - Amundson

Amundson said they discussed the 605 Building garage doors.

D. County Board Chair/Vice Chair Meeting with Mayor - Amundson/Wiltgen

Amundson and Wiltgen reported that discussion focused on the proposed appointments to the Lincoln-Lancaster County Planning Commission and issues to be discussed at the November 3<sup>rd</sup> Staff Meeting (see Item 9A).

E. Public Building Commission (PBC) - Amundson/Hudkins

Hudkins reported on decisions made related to the garage doors and a grease trap in the 605 Building.

F. Lincoln-Lancaster County Board of Health - Avery

No report.

G. Mental Health Crisis Center Advisory Board - Avery

No report.

H. Information Services Policy Committee (ISPC) - Wiltgen

Wiltgen said they received an update on the Criminal Justice Information Services (CJIS) and discussed the Geographic Information System (GIS) status report.

I. Parks and Recreation Advisory Board - Hudkins

Hudkins said the focus was on changes to the Lincoln Children's Zoo expansion plans and relocation of the Lincoln Parks and Recreation's main office to the Lincoln-Lancaster County Health Department Building. He said four members of the Parks and Recreation Advisory Board plan to meet with Mayor Beutler to express their concerns about: 1) The decision to eliminate a pedestrian bridge across "A" Street that would provide access from parking lots to a new zoo entrance on the south side; and 2) Possibly eliminating ball fields by Lincoln High School if a new Southeast Community College (SCC) campus is located in that area.

J. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Amundson

Amundson said they discussed a variety of issues including possible sales tax exemptions, the Lincoln Public Schools' (LPS's) lengthy budgeting process, and Lincoln Police Department (LPD) and Lincoln Fire and Rescue (LFR) pensions.

K. District Energy Corporation (DEC) - Hudkins/Schorr

Schorr reported on adoption of a master plan and plans to build a thermal energy facility for the new Lincoln Electric System (LES) Operations Center at South 98<sup>th</sup> Street and Rokeby Road. Hudkins said he was recognized for his years of service on the DEC.

L. Public Building Commission (PBC) - Amundson/Hudkins

See Item F.

M. Parks and Recreation Futures Committee - Hudkins

Hudkins said the same topics were discussed as he reported under Item 121.

N. Lancaster County Fairgrounds Joint Public Agency (JPA) - Wiltgen/Avery

Wiltgen said they approved disbursements.

O. Lincoln Independent Business Association (LIBA) Breakfast - Hudkins

Hudkins said he did not attend the event.

Schorr asked that Minette Genuchi, Administrative Assistant to the County Board, inform Board members which Commissioners are scheduled to attend the November and December LIBA Breakfasts.

P. County Board Chair/Vice Chair Meeting with Planning Department - Amundson/Wiltgen

Wiltgen said they discussed County Change of Zone No. 16026, from Agricultural District (AG) to Agricultural Residential District (AGR) on property at South 60<sup>th</sup> Street and Wittstruck Road and the proposed appointments to the Lincoln-Lancaster County Planning Commission. He said they also received updates on Avalon Event Paradise, 12788 West Roca Road, and Hillside Events, 12400 West Denton Road.

#### 13 EMERGENCY ITEMS AND OTHER BUSINESS

Schorr reported on the Nebraska Association of County Officials (NACO) Board of Directors Meeting held on October 12<sup>th</sup>. She said they received the annual report and decided to hold two joint sessions at the NACO annual conference in December, one for County Boards and County Clerks and the other for County Boards and Highway Superintendents. Schorr and Amundson also gave a brief report on the NACO Legislative Conference held on October 13<sup>th</sup>.

#### 14 ADJOURNMENT

**MOTION:** Wiltgen moved and Hudkins seconded to adjourn the meeting at 11:45

a.m. Wiltgen, Schorr, Hudkins and Amundson voted yes. Avery was

absent. Motion carried 4-0.

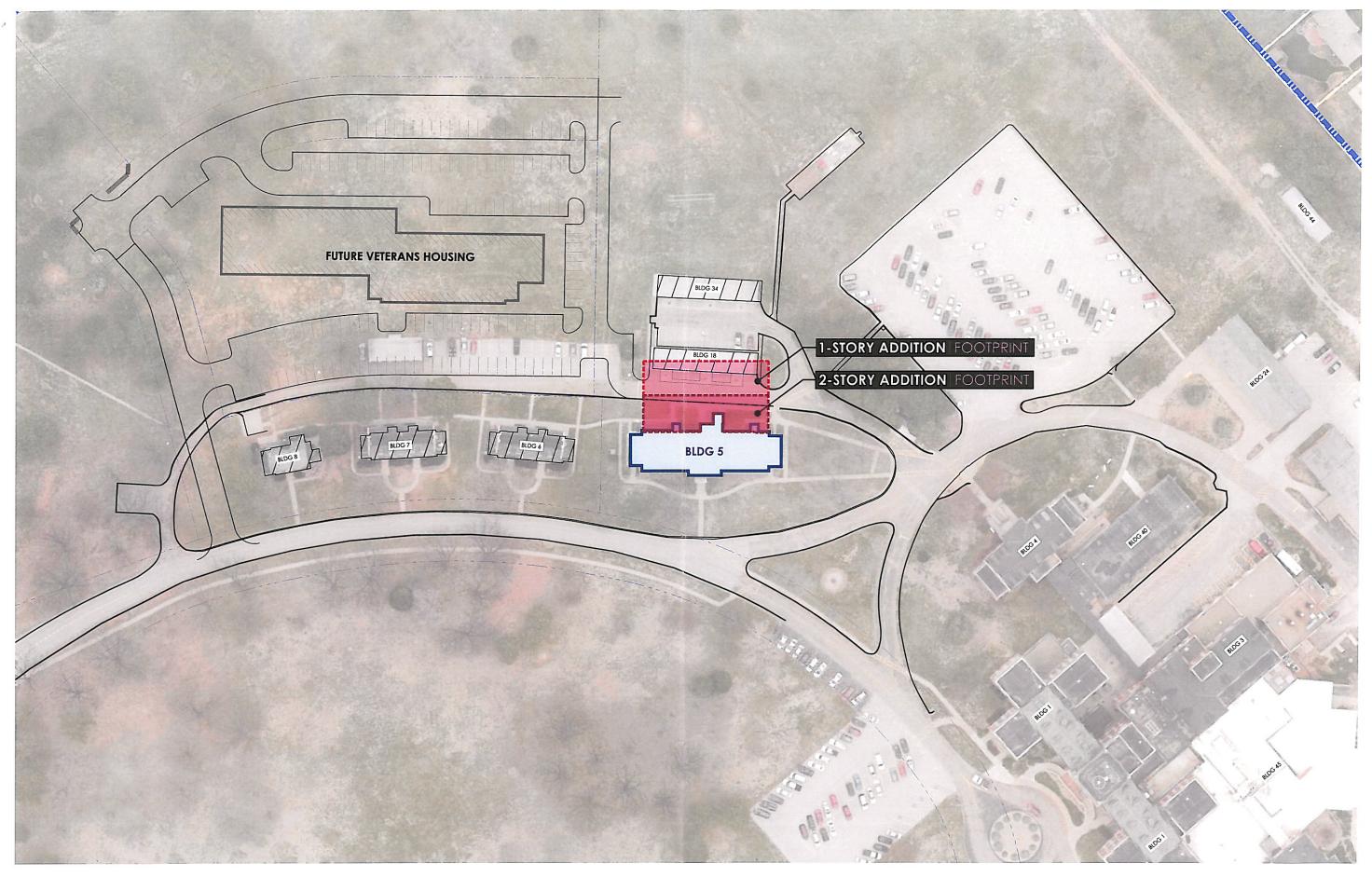
Dan Nolte

Lancaster County Clerk



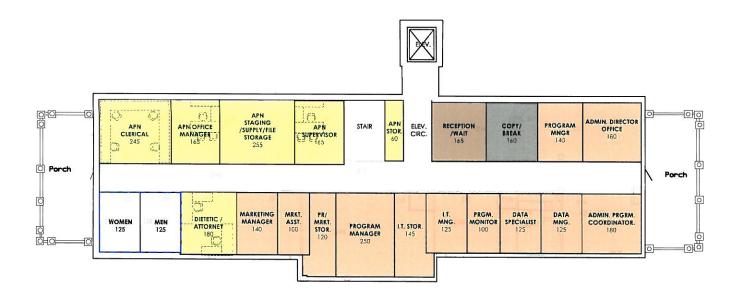
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**EXHIBIT** 





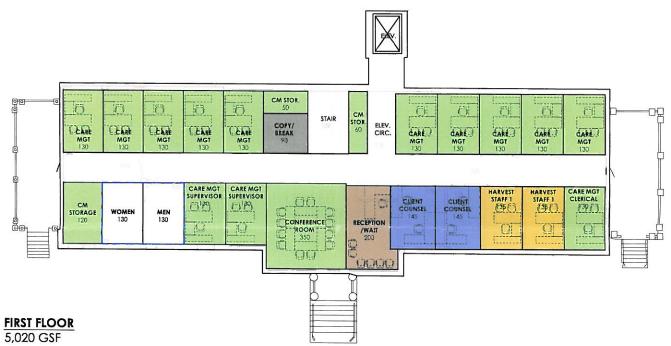




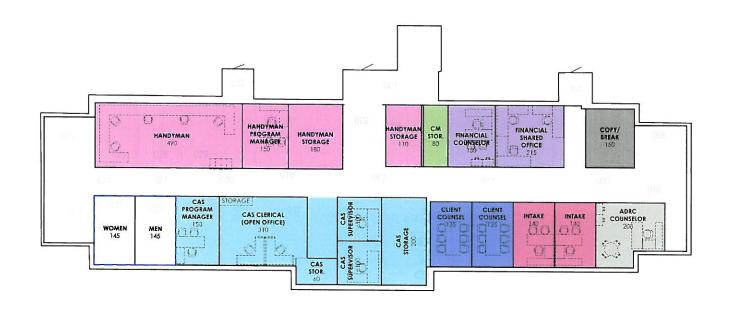
#### SECOND FLOOR

4,990 GSF

\*ASSUME INTERIOR PARTITIONS ARE RECONFIGURED



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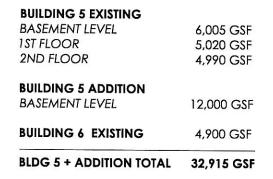
# BASEMENT

6,005 GSF

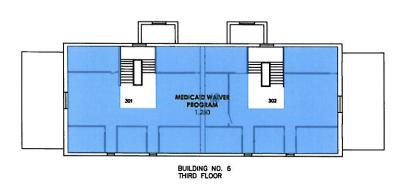
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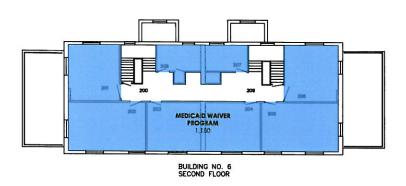






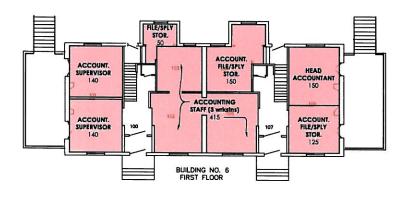
# BLDG 6 - THIRD FLOOR

1,600 GSF



# BLDG 6 - SECOND FLOOR

1,600 GSF



# **BLDG 6 - FIRST FLOOR**

1,700 GSF

# **BUILDING 5 EXISTING**

 BASEMENT LEVEL
 6,005 GSF

 1ST FLOOR
 5,020 GSF

 2ND FLOOR
 4,990 GSF

# **BUILDING 5 ADDITION**

BASEMENT LEVEL 12,000 GSF

BUILDING 6 EXISTING 4,900 GSF

BLDG 5 + ADDITION TOTAL 32,915 GSF





# Lancaster County/City of Lincoln Joint Issues Briefing

November 3<sup>rd</sup>, 2016 (Thursday) 9AM- 10 AM Room 113

#### Schedule

9AM- 9:35 AM

Transportation Issues: RTSD/South Beltway, East Beltway,

**RUTS, & Havelock turn lane** 

Presenters:

Miki Esposito, Roger Figard, Pam Dingman, Amy Dickerson

9:35 AM-

**VPC Dollars/Pinewood Bowl** 

9:50 AM

Presenters: Tom Lorenz, Lynn Johnson

9:50 AM-

**Payroll System** 

10:00 AM

Presenters: Steve Henderson, Doug McDaniel