

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113 – BILL LUXFORD STUDIO
THURSDAY, SEPTEMBER 28, 2017
8:30 A.M.**

Commissioners Present: Todd Wiltgen, Chair; Bill Avery, Vice Chair; Roma Amundson, Jennifer Brinkman and Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; and Dan Nolte, County Clerk

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 September 27, 2017.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:32 a.m.

1. APPROVAL OF MINUTES:

A. STAFF MEETING – THURSDAY, SEPTEMBER 19, 2017

MOTION: Avery moved and Schorr seconded approval of the minutes.

Brinkman noted a correction to page 5, item number 6, 2nd paragraph. She asked that Ann E. Casey Foundation be changed to Annie E. Casey Foundation.

ROLL CALL: Avery, Brinkman, Schorr, Amundson and Wiltgen voted yes. Motion carried 5-0.

B. LEGISLATIVE RETREAT – THURSDAY, SEPTEMBER 21, 2017

MOTION: Schorr moved and Brinkman seconded approval of the minutes. Brinkman, Schorr, Amundson, Avery and Wiltgen voted yes. Motion carried 5-0.

2. REFUNDING PUBLIC BUILDING COMMISSION BONDS – Scott Keene, Ameritas Investment Corporation, Vice President and Managing Director; Mike Rogers, Gilmore and Bell.

Scott Keene discussed refunding of 2010 bonds. He explained that with a reduced interest rate, annual savings would be approximately \$13,000 per year. This has been approved by the Public Building Commission. It will be before the City Council on Monday, October 2nd and the County Board on October 3rd. Fees to accomplish the refunding will be about \$35,000. There are no penalties for refunding according to Keene.

Keene noted jail bonds will continue to be monitored as there is a potential for a four million dollar savings. He added this will be brought to the County Board for more information at a future meeting.

ACTION ITEMS

- A. Consulting services contract with Segal Marco Advisors to provide annual investment and administrative review of the Lancaster County 401(a) retirement plan and the 457(b) Deferred Compensation Program. The County will pay \$28,500 for the services. The term of the contract is January 1, 2017 through December 31, 2017.

MOTION: Amundson moved and Brinkman seconded approval of the contract. Schorr, Amundson, Avery, Brinkman and Wiltgen voted yes. Motion carried 5-0.

CHIEF ADMINISTRATIVE OFFICER REPORT

- A. Technology Task Force

Amundson suggested that the various versions of Microsoft Office be examined to plan for potential upgrades. Wiltgen said the ISPC (Information Services Policy Committee) is looking into this. He added that new computers come with the latest version (365) and he noted it is not feasible to upgrade the older ones with this program. Schorr felt this should be part of the annual budget process. Brinkman agreed that technology should be considered a priority of the Board. After further discussion, the consensus was to add a technology review to director evaluations.

- 3. SECOND QUARTER 2017 INVESTMENT REVIEW FOR THE 401(a) LANCASTER COUNTY EMPLOYEES RETIREMENT PLAN AND THE 457(b) DEFERRED COMPENSATION PROGRAM** – Russ Paoletti, Prudential Vice President, Key Accounts; Robb D. Craddock, Prudential Vice President, Investment Strategy; Mike McCann, Prudential; Frank Picarelli, Senior Vice President, Segal Rogerscasey; Crystal Vacura, Senior Counselor, Prudential Retirement Security Education (Analysis of Investment Performance 6.30.17)

Brinkman exited the meeting at 9:05 a.m.

See agenda packet for copies of the Analysis of Investment Performance and the Lancaster County Plan Review (as of June 30, 2017).

Frank Picarelli discussed the tax reform proposals and potential effects on the market.

Robb Craddock noted the market is doing well, GDP (gross domestic product) was up 3% during the second quarter of 2017 and that inflation and unemployment remain low.

Brinkman returned at 9:32 a.m.

Russ Paoletti mentioned that the growth in the current recovery is in the 2% range, resulting in a lower rate of inflation.

Crystal Vacura discussed employee outreach as well as the use of Goalmaker, an automatic reallocation tool.

Avery exited the meeting at 9:41 a.m. and returned at 9:49 a.m.

Picarelli provided an overview of investment performance. Eagan added that the Pension Review Committee wants to add index funds to the pension and deferred compensation plans.

Schorr left the meeting at 10:11 a.m. and returned at 10:13 a.m.

4. (A) ECLIPSE REPORT; AND (B) APPOINTMENT OF SUSAN MADSEN TO THE VISITORS PROMOTION COMMITTEE – Jeff Maul, Lincoln Convention and Visitors Bureau Executive Director

Jeff Maul reported that there were large crowds for the eclipse in Lincoln and across the State. He said there was a great deal of community cooperation including from the University of Nebraska – Lincoln (UNL) and the Lincoln Saltdogs.

Maul said Susan Madsen from the Cornhusker Marriott will be a great addition to the Visitors Promotion Committee. It was noted the appointment would be approved at a Tuesday County Board meeting.

5. BUREAU OF JUSTICE ASSISTANCE SMART REENTRY GRANT (THREE YEARS) - Kim Etherton, Community Corrections Director; and Brad Johnson, Corrections Director

Kim Etherton and Brad Johnson discussed a reentry program grant for district court sentences. It is for \$2,000,000 and contains in-kind matches including such things as space provided and phones.

It was noted the goal of the grant is to reduce incarceration recidivism. Judges will select the participants and outcomes will be tracked.

In response to a question from Schorr, Johnson said it is hoped that barriers to success outside of prison will be reduced for offenders in the system.

MOTION: Schorr moved and Amundson seconded to authorize the Chairman of the County Board to sign the grant. Amundson, Avery, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

6. BREAK

The meeting was recessed at 10:40 a.m. and reconvened at 10:51 a.m.

7. LEGISLATIVE PRIORITIES – Joe Kohout and Jonathan Bradford, Kissel/E&S Associates

Legislative priorities resulting from last week's legislative retreat were discussed. They included juveniles waiting for services and competency issues. The fiscal impact of Health & Human Services (HHS) rent was also mentioned. Other issues were discussed including changing bid requirements, incentives for diversion programs for sobriety, tobacco tax, and sugar beverage tax.

It was noted that the list of legislative priorities would be forwarded to a Tuesday meeting for approval.

Avery exited the meeting at 10:59 a.m. and returned at 11:09 a.m.

8. (A) CLAIM FOR REVIEW (PAYMENT VOUCHERS NO. 577146 & NO. 577888 TO KAREN WOBIG) AND (B) AMENDMENT OF MISCELLANEOUS EXPENDITURES RESOLUTION (RESOLUTION NO. R-14-0032) – Dave Derbin, Deputy County Attorney; Karen Wobig, Extension Educator

Eagan said the claims presented were for meal reimbursement for Karen Wobig and Extension Board members, as well as lodging reimbursement. He noted Wobig and Extension Board members are not County employees, therefore, they are not covered under the County's miscellaneous expenditures resolution.

Karen Wobig, Extension Educator, noted that she and her predecessor were reimbursed in the past for expenses related to attending the Nebraska Association for County Extension Board summer meeting.

Amundson moved and Schorr seconded to forward the expenses for payment.

Eagan clarified that the motion would roll the claims to a Tuesday agenda for action.

David Derbin, Deputy County Attorney, confirmed that it is the County Attorney's opinion that this reimbursement would not be allowed under the County's current resolution.

Wobig added that while she has not pursued reimbursement from other sources, the Interlocal Agreement between the County and the University of Nebraska for extension services references expense reimbursement. She voiced her concern about this issue going forward as many claims for faculty and staff are included in the budget and she wants to make sure they are covered.

Schorr felt it was not fair for Wobig to be responsible for these expenses when she was following a policy which was established for many years.

In response to Avery's question, Derbin verified that an amendment to the resolution would not apply retroactively. Wiltgen added that once the resolution is amended, reimbursable travel expenses for County Extension would be specifically addressed.

Eagan asked if a staff meeting briefing on a proposed amendment would be appropriate. Brinkman inquired as to the County's liability should the Board not follow the County Attorney's advice. Derbin asked the County Board to enter Executive Session to discuss specific repercussions of such action.

MOTION: Brinkman moved and Avery seconded to enter Executive Session at 11:42 a.m. to protect the public interest.

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

ROLL CALL: Schorr, Brinkman, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

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

MOTION: Schorr moved and Amundson seconded to exit Executive Session at 11:50 a.m. Avery, Amundson, Schorr, Brinkman and Wiltgen voted yes. Motion carried 5-0.

Derbin suggested further clarification with regard to the amendment. It was suggested to include provisions for volunteers and grant funded positions and the process they need to follow to seek reimbursement. Brinkman also suggested the Management Team review the proposed resolution.

MOTION: Amundson moved and Schorr seconded to move the claim to a Tuesday meeting. Amundson and Schorr voted yes. Brinkman, Avery and Wiltgen voted no. Motion failed 2 -3.

9. PENDING LITIGATION – Kayla Hathcote, Deputy County Attorney

MOTION: Brinkman moved and Amundson seconded to enter executive session at 11:54 a.m. to protect the public interest.

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

ROLL CALL: Amundson, Brinkman, Avery, Schorr and Wiltgen voted yes. Motion carried 5-0.

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

MOTION: Schorr moved and Amundson seconded to exit executive session at 12:18 p.m. Avery, Schorr, Brinkman, Amundson and Wiltgen voted yes. Motion carried 5-0.

10. ACTION ITEMS

- A. Consulting Services Contract with Segal Marco Advisors to Provide Annual Investment and Administrative Review of the Lancaster County 401(a) Retirement Plan and the 457(b) Deferred Compensation Program. The County will pay \$28,500 for the services. The Term of the contract is January 1, 2017 through December 31, 2017. (C-17-0777)

Item moved forward on agenda.

11. CHIEF ADMINISTRATIVE OFFICER REPORT

- A. Technology Task Force

Item was moved forward on agenda.

- B. Infrastructure Task Force Update

Brinkman said she and Pam Dingman, County Engineer, attended the Citizens Transportation Coalition meeting last month. She noted there will be a contract with Olsen and expect to begin in January and conclude prior to the budget process.

- C. Agenda Items for Tri-County Meeting (October 5, 2017)

Eagan discussed the Tri-County Meeting agenda items. He said Douglas County wants to talk about health insurance trends, collective bargaining issues and deferred retirement option program as well as inviting vendors from Qualtrics, a data analytics company. Eagan stated he was unsure as to why a vendor would be attending the meeting and it could be setting a bad precedent. The Board expressed concern as well and requested Eagan discuss this further with Douglas County. As for any items the Board wished to be placed on the agenda, there was a consensus that cyber liability and use of personal devices for business purposes be included.

Avery exited the meeting at 12:24 p.m. and returned at 12:30 p.m.

- D. Claim for Review – PV #583640 to Nathan J. Kaiser, Public Defender's Office for the total amount of \$26.81 dated April 14, 2017. This claim is beyond the 90-Day time period.

MOTION: Brinkman moved and Amundson seconded to move the claim to a Tuesday meeting for action. Brinkman, Amundson, Schorr, Avery and Wiltgen voted yes. Motion carried 5-0.

- E. Update of Downtown Master Plan (Jennifer Brinkman)

Brinkman explained the updated plan will include DLA boundaries, and residential growth in the downtown.

- F. Improvement Fund Grant Contract No. C-15-0252 with the Lancaster County Agricultural Society

Wiltgen discussed potential changes to how visitor improvement funds are handled, including direct payments to contractors. Dennis Meyer pointed out that this could increase the number of payments generated by the county, and that we should be looking for the best solution. Amundson suggested looking at various options. Schorr said a solution may be to amend contracts that are problematic.

- G. South Beltway Letter of Support

Brinkman said there will be an open house next week, followed by a public hearing. It was noted that the letter will be forwarded to a Tuesday meeting for action.

Brinkman exited the meeting at 12:48 p.m.

12. CHIEF DEPUTY ADMINISTRATIVE OFFICER

- A. Strategic Planning Dates

Several dates in November were suggested.

13. GENERAL ADMINISTRATIVE ITEMS

- A. Mid-Year Budget Retreat Date

The tentative date for the Mid-Year Budget Retreat is February 1, 2018.

14. DISCUSSION OF OTHER MEETINGS ATTENDED

A. Juvenile Detention Alternatives to Incarceration (JDAI) – Amundson

Amundson reported that Lancaster County is under consideration to be a JDAI site. The goal would be to improve JDAI results and would involve a national team.

15. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

A. General Assistance Monitoring Committee – Wiltgen

Wiltgen said Sarah Hoyle gave an update on software that would better track payments.

B. Lincoln Metropolitan Planning Organization Officials – Wiltgen/Avery

Discussion included the South Beltway.

C. Emergency Medical Services Oversight Authority (EMSOA) – Brinkman

No report was given.

D. County Board Chair and Vice Chair Meeting with the Planning Department – Wiltgen/Avery

No meeting was held.

16. SCHEDULE OF BOARD MEMBER MEETINGS

Information only.

17. EMERGENCY ITEMS

There were no emergency items.

18. ADJOURNMENT

MOTION: Schorr moved and Amundson seconded to adjourn the meeting at 1:00 p.m. Schorr, Avery, Amundson and Wiltgen voted yes. Brinkman was absent. Motion carried 4-0.


Dan Nolte
Lancaster County Clerk

