

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
THURSDAY, JANUARY 12, 2017
8:30 A.M.**

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

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 January 11, 2017.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE JANUARY 5, 2017 STAFF MEETING

MOTION: Schorr moved and Brinkman seconded approval of the January 5, 2017 Staff Meeting minutes. Schorr, Brinkman and Wiltgen voted yes. Amundson and Avery were absent. Motion carried 3-0.

Amundson arrived at the meeting at 8:32 a.m.

2 PERFORMANCE MANAGEMENT AND OPEN DATA - Eric Reese, What Works Cities; Rick Hoppe, Mayor's Chief of Staff; Tom Casady, City Public Safety Director

Avery arrived at the meeting at 8:34 a.m.

Eric Reese, Senior Implementation Advisor at Center for Government Excellence at Johns Hopkins University, gave a PowerPoint presentation on the What Works Cities Program, a Bloomberg Philanthropies initiative which he said is designed to accelerate cities' use of data and improve results for their residents (Exhibit A).

Rick Hoppe, Mayor's Chief of Staff, said the City of Lincoln is one of 55 cities that were selected to participate in the What Works Cities Program. He said the What Works Cities Program is assisting the City with two scopes of work: 1) Developing an Open Data Program; and 2) Improving the City's Performance Management System.

Reese said the What Works Cities Program has assisted the City in launching the LNKStat Program which uses data to drive better decision making and connecting the Mayor's work in the Taking Charge initiative, a community conversation on City priorities and the budget, and strategic planning to the daily work of employees. He also noted the Open Data work to make more data open to the public for the purposes of transparency and engagement in use.

Hoppe said Taking Charge is the foundation for the Performance Management System which established goals, outcomes and performance indicators. He said the LNKStat Program is the actual data collection and analysis process. Hoppe said the City is establishing a process where two groups will meet to discuss the outcome areas and data with the departments that have goals or programs within the outcome areas. Once those meetings are completed, a report establishing actions and strategies is adopted and will be made available to the public and will serve as the basis for the next meeting. He noted the County shares oversight of some departments so there will be interaction with the County.

Tom Casady, City Public Safety Director, said City Council Members Gaylor Baird and Fellers became interested last year in the concept of open data, which is to make data sets available to the public in a machine readable format at no cost. He said the City Council passed a resolution last summer which created an Open Data Governance Committee, noting Commissioner Wiltgen is a member.

Wiltgen said he became interested in open data because of the work being done to gather juvenile and adult detention data, noting a lot of the policy decisions at the state level are being "driven" by data.

In response to a question from Schorr, Reese said the What Works Cities Program hasn't worked with any counties specifically but said it would be very easy to include counties that are interested in open data. He cited Durham, North Carolina as an example of where the City and County are governed separately but participate in a joint open data program.

Schorr inquired about the funding source for the program. Hoppe said there isn't one, explaining a team comprised of staff was formed to work on the project.

Wiltgen asked whether it could be expanded to include County departments, noting there are similar functions. Reese said there are no expansion plans at this point but said all of the resources are available at no cost. Casady said the Geographic Information System (GIS) data is very valuable and it would be very easy to make it available as open data. Hoppe added that mental health would be an important component if performance management were extended to county issues.

ACTION ITEMS

A. Medicaid Enrollment Application for Dr. Klaus Hartmann

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

3 LEGISLATIVE UPDATE - Gordon Kissel, Joe Kohout and Jonathan Bradford, Kissel/E&S Associates (Legislative Consultants)

Joe Kohout, Kissel/E&S Associates, gave a legislative update (Exhibit B). The following documents were also disseminated (Exhibits C & D): 1) Final Legislative Leadership Elections and Committee Assignments, and 2) A memorandum outlining the legislative schedule. He said hearings on bills, including the Governor's budget adjustment bills (Legislative Bills (LB) 22, 23, and 24) will begin on Tuesday. Kohout said included is a reduction in juvenile justice funding.

Schorr asked whether there are other areas within county government that could see similar impacts as a result of those legislative bills. Kohout said there is a reduction in the Water Sustainability Fund. Wiltgen said Sara Hoyle, Human Services Director, informed the Board that the Nebraska Crime Commission has "cut" unallocated funding for 2013-2015 but there are providers who have provided a service but haven't submitted their invoices yet. Kohout said it is important to advise the Legislature and Administration that even though the County hasn't drawn down the funds yet, doesn't mean that the funds weren't obligated.

Sheli Schindler, Youth Services Center (YSC) Director, appeared and said she was asked to provide a fiscal note on LB 8 (Provide for graduated response sanctions and incentives relating to juvenile probation). Kerry Eagan, Chief Administrative Officer, said Lori Griggs, Chief Probation Officer, Juvenile Probation, and the County Attorney's Office were also asked to submit a fiscal note.

Wiltgen inquired about legislation that addresses Lancaster County's legislative priorities. Kohout said he plans to meet with Senator Mike Hilgers later in the day to discuss legislation to raise the population threshold to 400,000 for creation of a Civil Service Commission and reported that Senator Kate Bolz has indicated a willingness to reintroduce legislation to eliminate the responsibility of counties to pay Nebraska Department of Health and Human Services (HHS) rent. He said a bill has been drafted to allow financing of county bridges under Nebraska Revised Statute §23-120(3)(b) but expressed concern about how it could be perceived. Kohout recommended the County hold the bill back and see what can be done over the next year to work through a different mechanism. There was no objection to holding the bill.

Eagan gave an overview of other legislative bills that could impact the County:

- LB 7 (Provide for suspension of medical assistance under the medical assistance program for detainees in public institutions)
- LB 47 (Change provisions relating to the payment of fees and costs associated with grand juries and the deaths of incarcerated persons)
- LB 80 (Provide for unclassified service under the County Civil Service Act)
- LB 95 (Change provisions relating to the Community Development Law and tax-increment financing)
- LB 127 (Change notice requirements under Open Meetings Act)
- LB 145 (Provide for a hearing to determine financial ability to pay fines and costs and traffic citations and provide for community service)
- LB 212 (Adopt the In the Line of Duty Compensation Act)
- LB 249 (Expand business inventory property tax exemption)
- LB 259 (Provide for competency determinations in cases pending before county courts)
- LB 297 (Create Children and Juveniles Data Pilot Project)

Eagan also presented a draft memorandum to all department heads and elected officials regarding lobbyist and legislative testimony procedures (Exhibit E). This item will be forwarded to a regular Board of Commissioners Meeting for action.

4 NEBRASKA DEPARTMENT OF AGRICULTURE ANNUAL WEED REPORT - Brent Meyer, Weed Control Superintendent

Brent Meyer, Weed Control Superintendent, presented the five reports that comprise the Nebraska Department of Agriculture Annual Weed Report - Budget Report, Noxious Weed Control Plan, Activity Report, Noxious Weed Infestation Report and Weed Control Authority Board Roster (see agenda packet).

MOTION: Schorr moved and Amundson seconded to authorize the Chair to sign the Nebraska Department of Agriculture Annual Weed Report. Avery, Schorr, Brinkman, Amundson and Wiltgen voted yes. Motion carried 5-0.

Wiltgen said he believes the Legislature will try to cut funding for the noxious weed management programs and stressed the need to educate freshman senators on the issue.

Schorr exited the meeting at 9:43 a.m.

5 EXECUTIVE SESSION FOR POTENTIAL LITIGATION AND ATTORNEY/CLIENT PRIVILEGE - David Derbin, Deputy County Attorney

MOTION: Amundson moved and Brinkman seconded to enter Executive Session at 9:44 a.m. for the purpose of protecting the public interest with regards to potential litigation and attorney/client privilege.

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

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

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

Schorr returned to the meeting.

MOTION: Schorr moved and Amundson seconded to exit Executive Session at 10:57 a.m. Amundson, Avery, Schorr, Brinkman and Wiltgen voted yes. Motion carried 5-0.

6 EMERGENCY OPERATIONS CENTER UPDATE - Jim Davidsaver, Emergency Management Director; Don Killeen, County Facilities and Properties Director

Jim Davidsaver, Emergency Management Director, discussed possible locations for the Lincoln-Lancaster County Emergency Operations Center (EOC) (Exhibit F). He said several options have been eliminated: 1) Proposed Lincoln Fire and Rescue (LFR) stations on Pine Lake Road and North 24th Street; 2) Lincoln Electric System's (LES's) Operations Center at 2620 Fairfield Street; and 3) County Extension Building at 444

Cherrycreek Road. Davidsaver noted the City has indicated it is too far along in the design process for the first two new fire stations that will be built to include the EOC. He said it will be at least two years before the next new fire stations are built and said he did not feel the County could wait that long to relocate the EOC. Options still being considered are: 1) The former Staff Secure Facility in the Youth Services Center (YSC) at 1200 Radcliff Street; 2) Municipal Services Center (MSC) at 949 West Bond Street; and 3) New construction at an undetermined location. Davidsaver said he and Don Killeen, County Facilities and Properties Director, met with John Kay, Sinclair Hille & Associates Inc. (architectural firm), to discuss the EOC's requirements and he will prepare cost estimates to retrofit space in the YSC or MSC and new construction in time for the Mid-Year Budget Review, which is scheduled for February 2, 2017.

Amundson questioned whether the County could have use for the Staff Secure Facility in the future and suggested the EOC only utilize the space temporarily until a new fire station could be built. Davidsaver explained the EOC would only need two thirds of the space. Sheli Schindler, YSC Director, appeared and said the Board would need to determine whether it would want to contract with other providers to use that space or expand services. She pointed out there are areas that could be expanded.

Avery exited the meeting at 11:06 a.m.

Amundson asked Juvenile Court Judge Roger Heideman, who was in attendance, for his thoughts on staff secure. Judge Heideman said the Juvenile Court Judges would still like to have a staff secure option.

Amundson felt it might be appropriate to use a portion of the Staff Secure Facility for the EOC on a temporary basis with the understanding that a permanent location may be available in a couple of years. Davidsaver stressed the need for continuity of day-to-day operations but agreed there could be an opportunity to partner with the City or another entity to design a more ideal facility in the future. Brinkman asked whether the EOC could eventually be co-located with the 911/Emergency Communications Center. Davidsaver said it could be, noting they had been co-located at one time but both outgrew the space.

Avery returned to the meeting at 11:13 a.m.

7 INSURANCE REQUIREMENTS FOR AMUSEMENT LICENSES AND SPECIAL EVENT PERMITS - Cori Beattie, Chief Deputy County Clerk; David Derbin, Deputy County Attorney; Sue Eckley, County Risk Manager

David Derbin, Deputy County Attorney, said it was discovered that the insurance requirements for amusement licenses and special event permits do not match the

insurance requirements for county contracts. He recommended the Board amend the resolutions for amusement licenses and special event permits so there are matching insurance requirements "across-the-board."

Board members concurred with the recommendation.

Cori Beattie, Chief Deputy County Clerk, said they plan to bring additional proposed changes to the amusement license and special event permit policies before the Board in March or April.

8 ACTION ITEMS

- A. Medicaid Enrollment Application for Dr. Klaus Hartmann

Item was moved forward on the agenda.

DISCUSSION OF BOARD MEMBER MEETINGS

- A. Public Building Commission (PBC) - Amundson, Brinkman

Amundson said they received updates on the remodel of the 605 Building and 911/Emergency Communications Center.

9 ADMINISTRATIVE OFFICER REPORT

- A. Chief Deputy Elected Officials Salaries

Eagan said additional information that was requested was provided to the Board prior to the meeting.

There was consensus to schedule the item on the January 17, 2017 County Board of Commissioners Meeting agenda.

- B. County Board Training

The Board reviewed a list of training options (Exhibit G) with consensus to start with County Board policies (travel reimbursements, attorney opinions, etc.).

There was also consensus to schedule a tour of the Driver's License Facility at 500 West "O" Street on January 31st, beginning at 11:00 a.m.

C. New Questions for Director Evaluations

Amundson suggested modifying the questions on the evaluation questionnaire that was used for directors last year (see agenda packet).

Board members agreed to review the sample questions and bring forward any changes or suggestions they have.

D. County Board Schematic

Amundson reviewed the County Board Schematic (see agenda packet) and asked Eagan to email his progress on the handbook for elected officials and appointed directors to the Commissioners. Eagan clarified that the manual will be relevant to appointed directors, not the elected officials, and said he has limited time to spend on the project.

E. Contract with State Juvenile Probation for Transportation of Post-Adjudication Youth in Youth Services Center (YSC)

There was consensus to postpone the item for one week.

F. Sale of Community Mental Health Center (CMHC) Property

Eagan said the County has received an easement release from Time Warner Cable so acceptance of the offer from Bryan Health for the property at 2201 South 17th Street will be scheduled on a regular County Board of Commissioners Meeting agenda.

10 DISCUSSION OF BOARD MEMBER MEETINGS

A. Public Building Commission (PBC) - Amundson, Brinkman

Item was moved forward on the agenda.

B. Board of Health - Avery

Avery said he did not attend the meeting.

11 DISCUSSION OF OTHER MEETINGS ATTENDED

A. Meeting with Senator Bob Krist - Amundson, Brinkman

Brinkman said they did not meet.

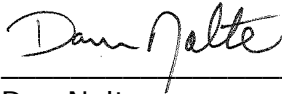
Schorr reported on a recent Nebraska Association of County Officials (NACO) Board of Directors Meeting she attended, noting the NACO Board decided to file an amicus curiae, "friend of the court" brief, in Gage County's appeal to the 8th Circuit Court asking it to overturn or reduce a jury's \$28.1 million verdict awarded to six individuals who were sentenced to prison for committing the rape and murder of a Beatrice woman and later released after DNA evidence showed another person committed the crime.

12 EMERGENCY ITEMS

There were no emergency items.

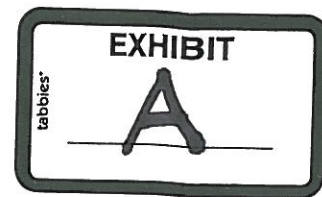
13 ADJOURNMENT

MOTION: Avery moved and Schorr seconded to adjourn the meeting at 11:41 a.m. Brinkman, Avery, Amundson, Schorr and Wiltgen voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk





What Works Cities in Lincoln

What Works Cities



Eric Reese | **GovEx**

Senior Implementation Advisor

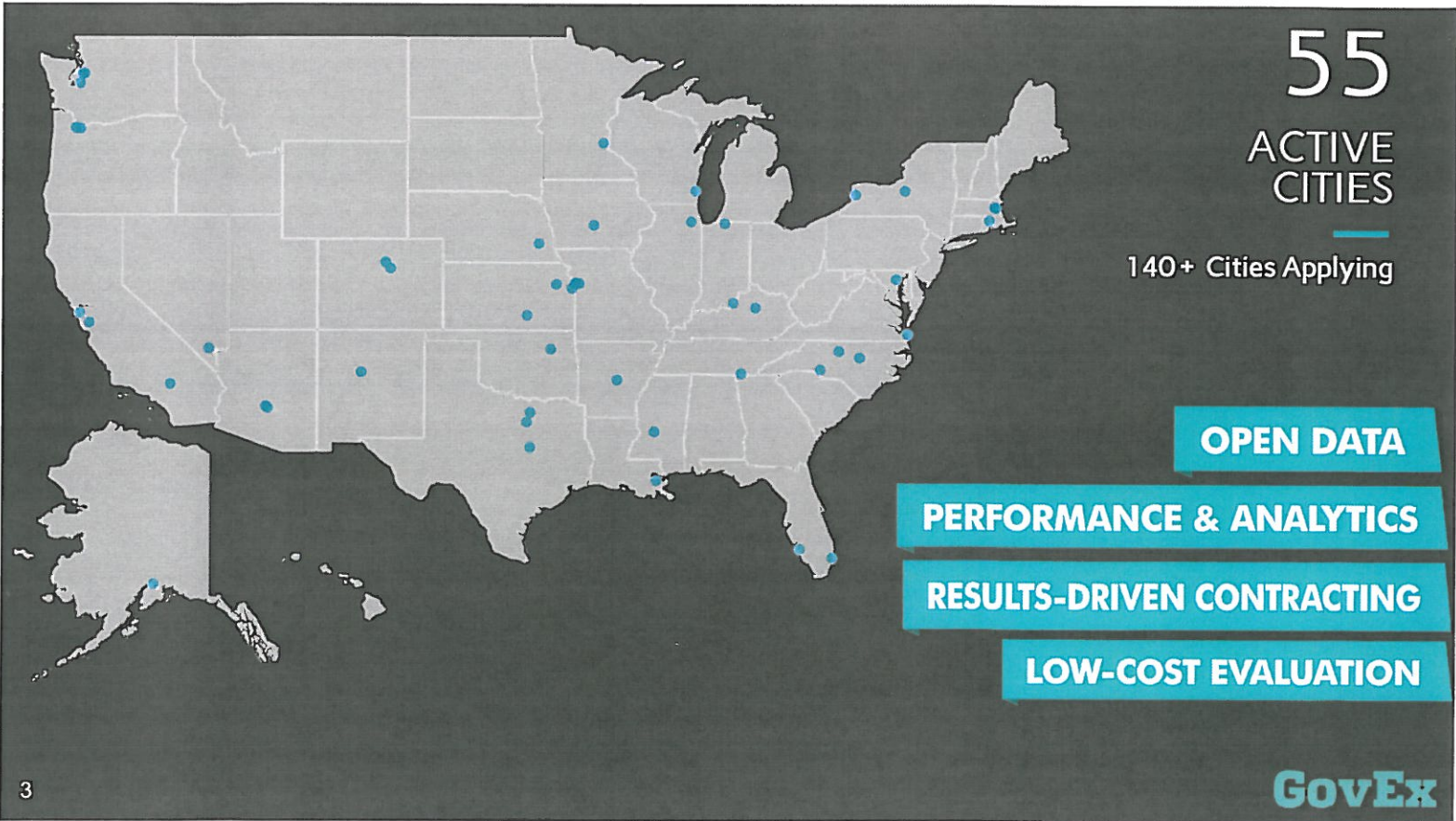
ereese@jhu.edu

What Works Cities Background



What Works Cities

A Bloomberg Philanthropies initiative designed to accelerate cities' use of data and evidence to improve people's lives.



55

ACTIVE
CITIES

140+ Cities Applying

OPEN DATA

PERFORMANCE & ANALYTICS

RESULTS-DRIVEN CONTRACTING

LOW-COST EVALUATION

GovEx

What Works Cities Partners

Bloomberg Philanthropies



THE
BEHAVIORAL
INSIGHTS TEAM. ◆

Harvard Kennedy School
GOVERNMENT PERFORMANCE LAB

Performance

- Launch LNKStat
- Connect Taking Charge to daily work to improve outcomes
- Put LNKStat into practice in one focus area

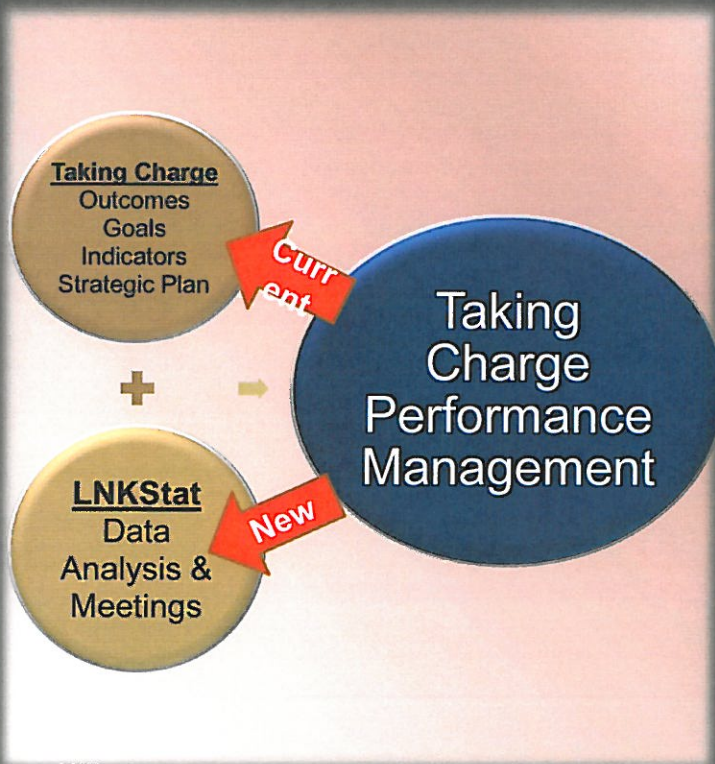
Open Data

- Launch Lincoln's open data in line with resolution
- Inventory key datasets
- Build data governance
- Align Open Data with LNKStat

“..the only measure of a great team – or a great organization – is whether it accomplishes what it sets out to accomplish.”

Patrick Lencioni





management system.

It established the City's outcomes, goals, program prioritization, and performance indicators.

LNKStat will be the data collection, analysis, and process for continuous data review of the Taking Charge performance management system.

LNKStat Meeting Overview

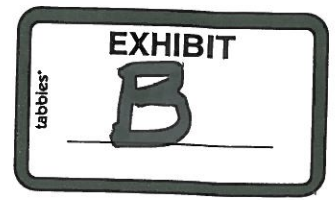
LNKStat Meeting Organization & Goal

Establishing a common goal for the organization and ensuring that all members are working towards it.

Creating a shared vision and mission statement that guides the organization's actions.

LNKStat Meetings will be based around the





KISSEL / E&S
ASSOCIATES

A Limited Liability Company Associated with Erickson and Seiderstrom, P.C.

Joseph D. Kohout, *Partner*

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Telephone (402) 476-1188 / Facsimile (402) 476-6167

Email jkohout@kisseles.com / Website www.kisseles.com

LEGISLATIVE MEMORANDUM

TO: Lancaster County Board of Commissioners

FROM: Gordon E. Kissel
Joseph D. Kohout
Jonathan G. Bradford

DATE: January 12, 2017

RE: First Update on the 2017 Legislature

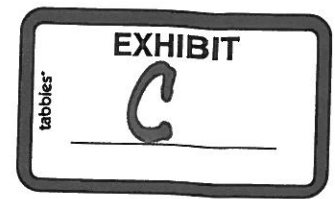
Last Wednesday, the Legislature met for the first day of the 2017 session and during said meeting reorganized their leadership. We have attached the committee assignments – which includes the committee chairs – for your review. Notably, the Legislature elected Senator Jim Scheer of Norfolk to be Speaker – overcoming Senator Matt Williams of Gothenburg. We have included the speakers memo for your review.

Too, we would note that Senators Bob Krist, Burke Harr and Sue Crawford were unsuccessful in their efforts to retain their chairmanships (Executive Board, Business and Labor and Urban Affairs). They were defeated by Senators Dan Watermeier, Joni Albrecht and Justin Wayne respectively. Albrecht and Wayne are newcomers to the Legislature having been elected in November.

Senator Mike Hilgers of Lincoln was elected chair of the Rules Committee. Yesterday, the Rules Committee spent over 6 hours receiving testimony on 27 proposed rule changes.

As of adjournment yesterday, the Legislature has introduced 297 bills. This puts them on pace, by our estimation, to introduce roughly 600 bills.

We continue to review legislation as it is introduced and flag it for your review. They have until next Wednesday to introduce legislation.



Final Legislative Leadership Elections and Committee Assignments

Speaker of the Legislature: Senator Jim Scheer of Norfolk

Chairperson of Committee on Committees: Senator Joni Craighead of Omaha

Committee on Committees: Senator Patty Pansing-Brooks (District 1 – Lincoln)

Senator Paul Schumacher (District 1 – Columbus); Senator Mark Kolterman (District 1 – Seward); Senator Adam Morfeld (District 1 – Lincoln); Senator Burke Harr (District 2 – Omaha); Senator Jim Smith (District 2 – Papillion); Senator Robert Hilkeman (District 2 – Omaha); Senator Sara Howard (District 2 – Omaha); Senator Mike Groene (District 3 North Platte); Senator Steve Erdman (District 3 Bayard); Senator John Kuehn (District 3 Heartwell); Senator Curt Friesen (District 3 Henderson)

Chairperson of Executive Board: Senator Dan Watermeier of Syracuse

Vice Chairperson of Executive Board: Senator John Kuehn of Heartwell

Members: Senator Sue Crawford of Bellevue, Senator Kate Bolz of Lincoln, Senator Ernie Chambers of Omaha, Senator John McCollister of Omaha, Senator Tyson Larson of O’Neill, Senator Dan Hughes of Venango

Chairperson of Agriculture: Senator Lydia Brasch of Bancroft. Members: Chambers, Harr, Lowe(f), Krist, Albrecht(f), Halloran(f), Blood(f)

Chairperson of Appropriations: Senator John Stinner of Gering. Members: McDonnell(f), Vargas(f), Hilkemann, Kuehn, Kintner, Bolz, Watermeier, Wishart(f).

Chairperson of Banking, Commerce and Insurance: Brett Lindstrom of Omaha. Members: McCollister, Williams, Brewer(f), Baker, Schumacher, Craighead, Kolterman

Chairperson of Business and Labor: Senator Joni Albrecht of Thurston(f). Members: Hansen, Chambers, Howard, Lowe(f) Crawford, Halloran(f)

Chairperson of Education: Senator Mike Groene of North Platte. Members: Pansing-Brooks, Ebke, Linehan(f), Morfeld, Kolowski, Erdman(f), Walz(f)

Chairperson of General Affairs: Senator Tyson Larson of O’Neill. Members: Blood(f), Wayne(f), Brasch, Riepe, Harr, Quick(f), Krist

Chairperson of Government, Military and Veteran Affairs: Senator John Murante of Gretna. Members: Craighead, Brewer(f), Lowe(f), Blood(f), Briese(f), Wayne(f), Hilgers(f)

Chairperson of Health and Human Services: Senator Merv Riepe of Ralston. Members: Williams, Kolterman, Howard, Crawford, Linehan(f), Erdman(f)

Chairperson of Judiciary: Senator Laura Ebke of Crete. Members: Pansing-Brooks, Morfeld, Hansen, Chambers, Krist, Baker, Halloran(f)

Chairperson of Natural Resources: Senator Dan Hughes of Venango. Members: McCollister, Geist(f), Quick(f), Bostleman(f), Walz(f), Albrecht(f), Kolowski

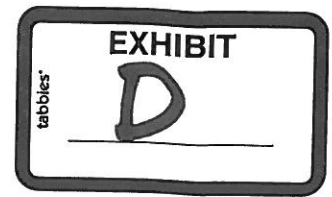
Chairperson of Nebraska Retirement Systems: Senator Mark Kolterman of Seward. Members: Kolowski, Bolz, Groene, Lindstrom, Stinner

Chairperson of Revenue: Senator Jim Smith of Papillion. Members: Groene, Brasch, Harr, Lindstrom, Friesen, Schumacher, Larson

Chairperson of Transportation and Telecommunication: Senator Curt Friesen of Henderson Members: Hilgers(f), Smith, Murante, Hughes, Bostleman(f), Geist(f), Briese(f)

Chairperson of Urban Affairs: Senator Justin Wayne of Omaha(f). Members: Quick(f), Crawford, Hansen, Larson, Riepe, Howard

Chairperson of Rules: Senator Mike Hilgers of Lincoln(f). Members: Krist, Kuehn, Schumacher, Harr, Speaker Scheer (ex officio)

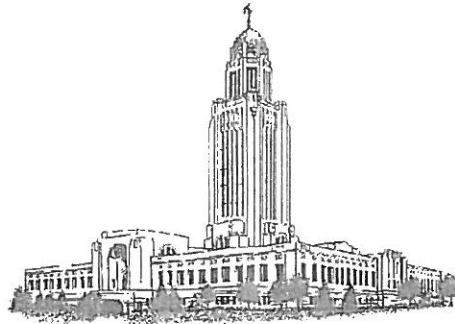


Nebraska State Legislature

SENATOR JIM SCHEER

District 19

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COMMITTEES

Chairperson - Banking, Commerce
and Insurance
Revenue
Education Commission of the States
Legislative Performance Audit
State-Tribal Relations

MEMORANDUM



TO: Colleagues, Staff and Interested Persons
FROM: Speaker Jim Scheer
RE: Legislative Schedule
DATE: January 10, 2017

Attached is the 2017 permanent session calendar; this calendar is the same as the tentative calendar distributed in September.

Also, please find below scheduling information for the next few days of session and several key session dates thereafter. If bad weather necessitates a time change, members will be notified and the change will be announced via the Legislature's website.

January 11

- Convene at 10:00 a.m.
- Bill introduction
- Adjourn around 11:30 a.m. or when introduced bills have been processed by the Clerk's office

January 12

- Convene at 9:30 a.m.
- Bill Introduction
- Governor Rickett's State of the State Address – 10:00 a.m.
- Adjourn around 11:30 a.m. or when introduced bills have been processed by the Clerk's office

January 13

- Convene at 10:00 a.m. and debate motion to adopt permanent rules
- Bill introduction
- Adjourn by noon
- *(Tentative)* Last day to submit bill requests to Revisor of Statutes/Bill Drafting Office

January 17

- Session start time to be determined (TBD) January 13th, contingent upon status of motion to adopt permanent rules
- Continue debate of motion to adopt permanent rules if motion still pending
- Bill introduction
- Adjourn by noon
- Public Hearings begin at 1:30 p.m.

January 18

- Session start time TBD
- Last day of bill introduction
- Adjourn by noon or when introduced bills have been processed by the Clerk's office

January 19

- Session start time TBD
- Begin general file debate of legislation
- Chief Justice Heavican's State of the Judiciary Address-10:00 a.m.
- Adjourn by noon

March 8, Prior to Adjournment

- Deadline to submit a letter to the Speaker requesting designation of a bill as a 2017 speaker priority bill

March 9, Prior to Adjournment

- Deadline for designation of committee and senator priority bills

March 13

- Speaker priority bills announced prior to adjournment

March 23

- Date to complete committee public hearings on introduced bills

March 28

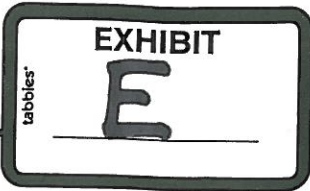
- Full-day floor debate begins

May

- At the end of April a "lunch hour and late nights" schedule will be announced. Senators are requested to keep their session day lunches and evenings open during the month of May for extended floor debate.

Additionally, please note that this session we will convene at 9:00 a.m. every day including the first day of the work week beginning January 23rd. When we begin full day floor debate on March 28th, my goal will be to adjourn by noon on the last day of the work week. On occasion, we may work through the lunch hour on the last day of the work week and adjourn early afternoon.

If you have any questions on these dates or procedures, please feel free to contact me or Laurie in my office.



Kerry P. Eagan

From: Minette M. Genuchi
Sent: Friday, January 10, 2014 9:08 AM
Cc: 'gkissel@kisseles.com'; 'Joe Kohout'
Subject: 2014 Lobbyist and Legislative Testimony Procedures

Importance: High



MEMORANDUM

TO: All Department Heads and Elected Officials
FROM: Larry Hudkins, Chair
DATE: January ~~9, 2014~~ ^{17, 2017}
RE: Lobbyist and Legislative Testimony Procedures

The Lancaster County Board of Commissioners appreciates the assistance of County officials in advancing the County's legislative agenda by working with our lobbyist and providing information and testimony to the Legislature. In order to maximize the efficiency and effectiveness of our efforts, the County Board has established the following procedures governing communications with our lobbyist and the Legislature.

County Lobbyist

Legislative services are provided to Lancaster County by Gordon Kissel ^{and} Joseph Kohout of Kissel/E&S Associates. Joe will act as liaison and primary contact for County department heads and elected officials during the legislative session. Gordon and Joe can be reached at:

Kissel/E&S Associates
Suite 400, Cornhusker Plaza
301 S. 13th Street
Lincoln, NE 68508-2571
Telephone: 402/476-1188, Facsimile: 402/476-6167
Email: Gordon gkissel@kisseles.com

and Jono Bradford
↓
*If Joe is unavailable
Department heads and elected officials
can also contact Jono.*

Joe jkohout@kisseles.com
John *jbradford@Kisseles.com*

Cell phone numbers for Gordon and Joe will be provided on an individual basis.

Legislative Updates at the Thursday Staff Meeting

Gordon and Joe give a legislative update to the County Board every Thursday Staff Meeting at 8:30 a.m. Department heads and elected officials are welcome to attend and participate in discussions. However, it is extremely important to give advance notice to the lobbyist of any legislative matters you wish to discuss at the Staff Meeting. This procedure will give the lobbyist the opportunity to research the matters which you are asking the Board to support or deny. The information should also be provided to the County Board by notifying either Kerry Eagan, ~~or Gwen Thorpe.~~

Legislature Testimony and Communications

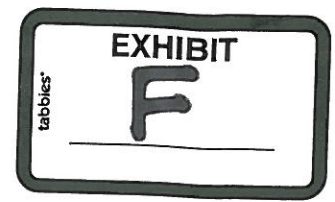
Any department head or their designee who plans on testifying before the Legislature must notify the Board as soon as possible. As in previous years, a written summary of the proposed testimony should be given to the Board and directly to the lobbyist. If possible, time should be scheduled at a Thursday Staff Meeting for the purpose of discussing the testimony with the Board during the legislative update.

If there is insufficient time to review the testimony at the Thursday Staff Meeting, you should still contact the County Board and the lobbyist prior to testifying. A written summary of the testimony will still be required for the County Board. Written summaries should also be provided directly to the lobbyist

It is also imperative to keep the lobbyist informed about general communications with the Legislature regarding matters of interest to the County. In addition, County officials should not represent the County is taking a position on a legislative Bill or issue without prior authorization by the County Board.

While the above policy applies only to department heads appointed by the County Board, elected officials are also encouraged to follow this process.

Minette M. Genuchi
Administrative Aide, Lancaster County Board Of Commissioners
(402) 441-7449



Emergency Operations Center (EOC) Planning Process

Current EOC space at 233 S. 10th St

Underground, fortified structure

Dedicated back-up generator

6045 sq. ft. @ \$10.50 per ft. and 6-parking at stalls at \$30/month

Monthly total: \$5,486 Annual Total: \$65,677

EOC Footprint: 33'x33' (approx. 1100 sq. ft.) plus intake hallway/phone bank

Adequate Office space and storage space

Conference room

'Dorm room' with shower/bathroom facilities

Possible Locations for the Lincoln-Lancaster County Emergency Operations Center (EOC)

ELIMINATED

1. Proposed LFR Stations

6601 Pine Lake Rd (10-acre parcel; 5 acres are in the flood plain)

4421 N. 24th (3-acre parcel) South of N. 24 and Superior

Project is in the advanced design phase and not subject to change

2. Lincoln Electric System's Operations Center building, 2620 Fairfield

Concrete fortified structure but it is in the flood plain

LES will occupy until at least 2021

3. County Extension Office, 444 Cherrycreek

No space available; would require new construction

Area is in the flood plain

Sites for Further Consideration

1. Youth Detention Center (YDC), 1200 Radcliff

County owned building, fortified structure-correctional facility

'Staff Secure Unit' area (6683 sq. ft.) is vacant

2. Municipal Services Center (MSC), 949 W. Bond

City owned building

Space is available but structural integrity of the building is questionable

Time, effort, cost and feasibility of upgrading the site to meet EOC specs/requirements

3. New Construction of an EOC at a site to be determined

Planning Process

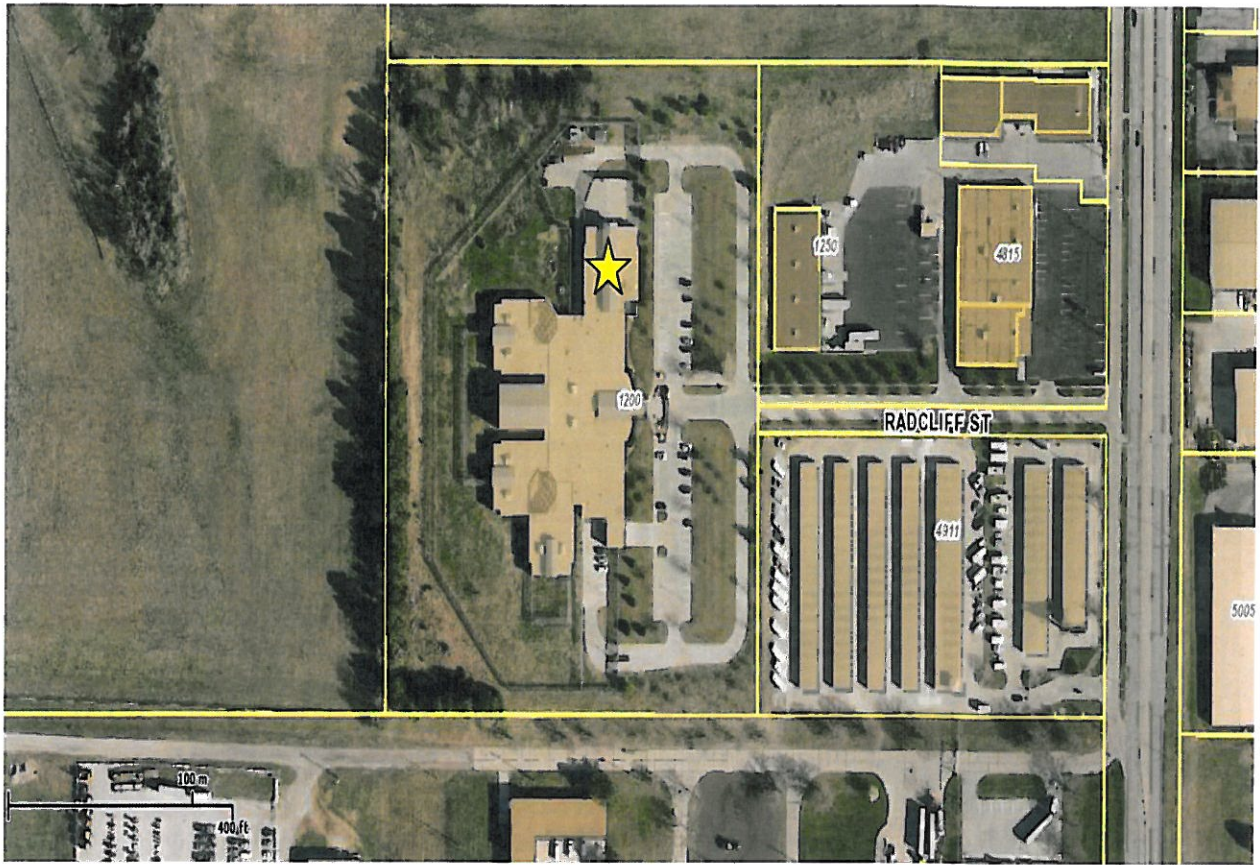
Meetings with Don Killeen, Property Management
Site visits to the YDC and MSC
Consultation with John Kay of Sinclair Hille Architects

Objective

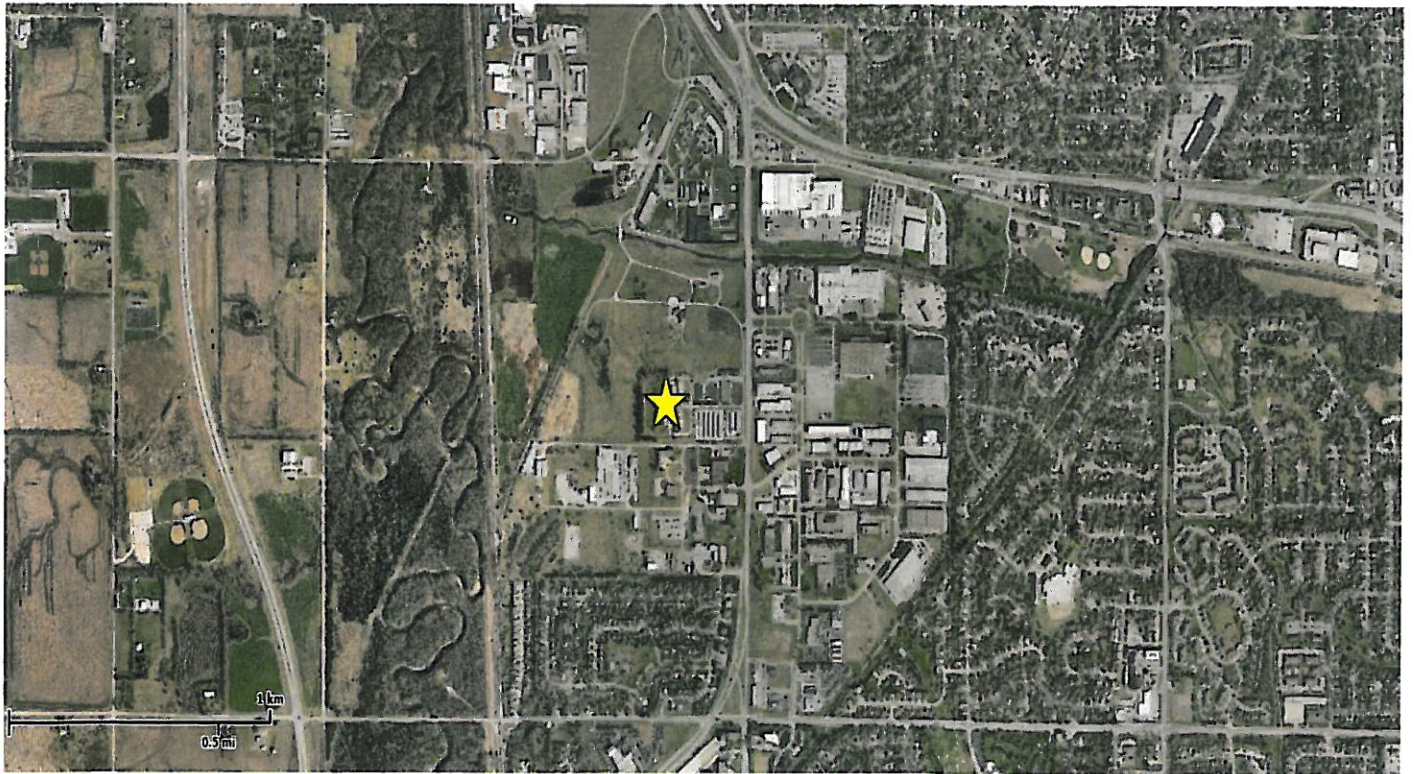
Conduct a feasibility study to address needs/wants of a fully-functional, self-sufficient emergency operation center.

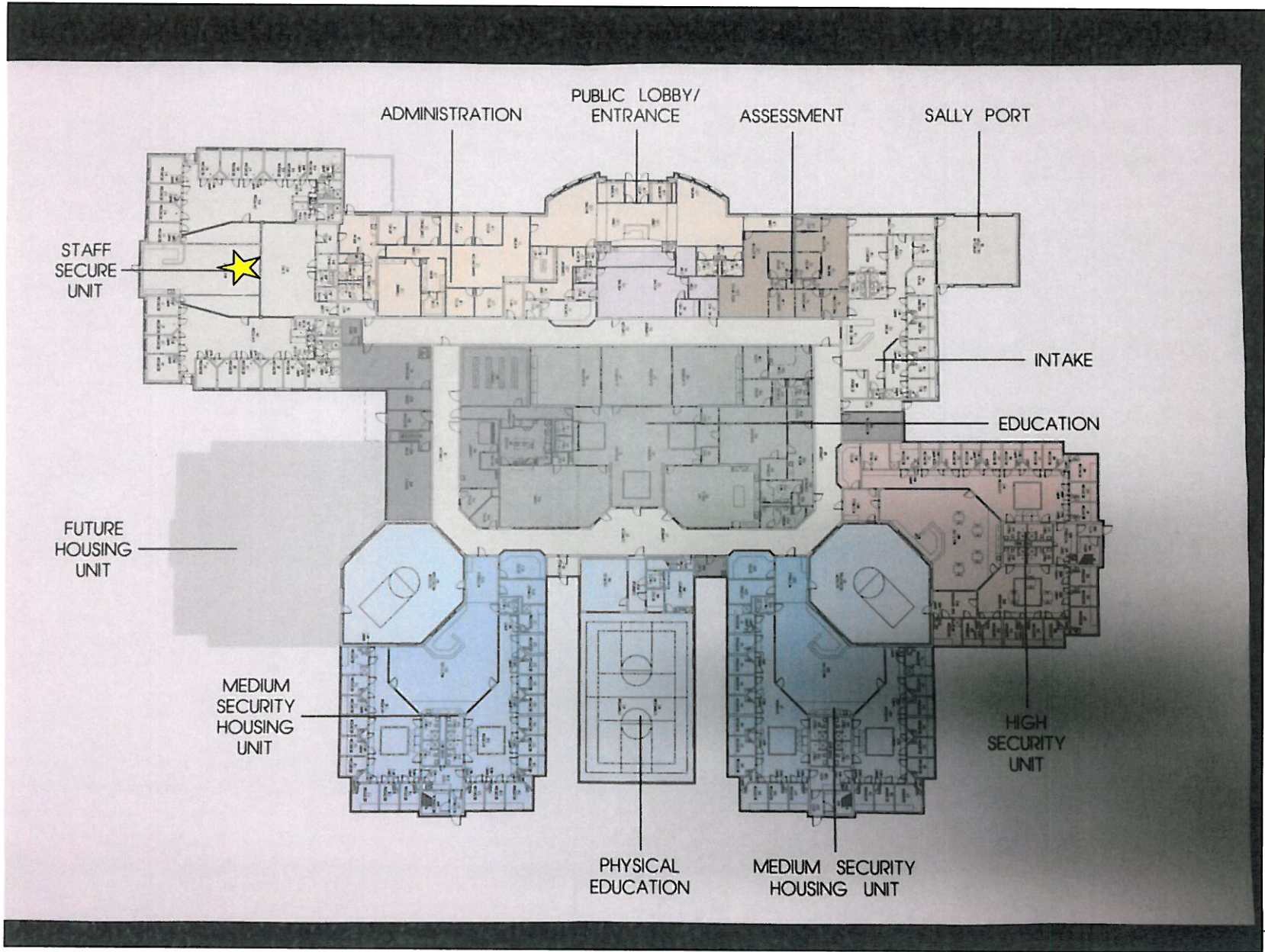
Considerations

New construction vs. Renovation/upgrade of an existing structure
Government owned vs. privately owned site/building
Stand-alone facility vs. shared space/mixed use



Youth Detention Center, 1200 Radcliff







County Board Training

1. County Purchasing Act
2. Open Meetings Act
3. Board of Equalization
4. County Board Policies (travel reimbursement, attorney opinions, etc.)
5. Facility Tours
6. Civil Service and Employment Related Statutes (Americans with Disabilities Act, Fair Labor Standards Act, etc.)
7. Accountability and Disclosure
8. Geographic Information Systems (GIS)
9. Budget Process
10. County Roads and Bridges