

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, NOVEMBER 29, 2018
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
8:30 A.M.**

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

Commissioners Absent: Jennifer Brinkman, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Dan Nolte, County Clerk; and Leslie Brestel, 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 28, 2018.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:33 a.m. Wiltgen announced he would be leaving the meeting early. Since Brinkman was absent, the consensus of the Board was for Commissioner Schorr to be the Acting Chair in Wiltgen's absence.

AGENDA ITEM

1) APPROVAL OF STAFF MEETING MINUTES FOR NOVEMBER 8, 2018

MOTION: Amundson moved and Schorr seconded approval of the November 8, 2018 Staff Meeting minutes. Avery, Amundson, Schorr and Wiltgen voted yes. Brinkman was absent. Motion carried 4-0.

2) YOUTH SERVICES CENTER PER DIEM FOR HEALTH AND HUMAN SERVICES - Sheli Schindler, Youth Services Center Director; and Melissa Hood, Youth Services Center Administrator

Sheli Schindler, Youth Services Center (YSC) Director, reviewed the response from Health and Human Services (HHS) stating they will pay the same per diem rate of \$276 as Juvenile Probation (see agenda packet). She expanded saying HHS only pays when a youth is committed to Kearney or Geneva and it is from the time of commitment to the time the youth leaves the YSC. Melissa Hood, YSC Administrator, said the actual per diem rate is \$455, and at a rate of \$276, the potential impact is less than \$3,000 annually.

MOTION: Schorr moved and Amundson seconded for Schindler to continue with a YSC contract with HHS for a per diem rate of \$276. Avery, Amundson, Schorr and Wiltgen voted yes. Brinkman was absent. Motion carried 4-0.

3) POTENTIAL LITIGATION - Sue Eckley, Lancaster County Risk Manager; Pam Dingman, Lancaster County Engineer; Chad Packard, Lancaster County Bridge Engineer; and Jenifer Holloway, Deputy County Attorney

MOTION: Schorr moved and Amundson seconded to enter Executive Session at 8:43 a.m. for the purposes of potential litigation and to protect public interest.

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

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

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

MOTION: Schorr moved and Amundson seconded to exit Executive Session at 9:12 a.m. Avery, Amundson, Schorr and Wiltgen voted yes. Brinkman was absent. Motion carried 4-0.

Wiltgen exited the meeting at 9:12 a.m.

4) A. EAST BELTWAY CORRIDOR ACQUISITION (DAY PROPERTY)

Pam Dingman, Lancaster County Engineer, reported the Day Family Trust is investigating developing a piece of land into industrial space (see Exhibit A). She stated corridor protection requires a building permit, and once a permit is filed, the County Engineer's Office has six months to respond. The land north of the interstate has water and sewer services access, however the south area does not. Dingman said she would like to include both the north and south portions of the section in price negotiations with the landowners (see Exhibits A, B and C). The County has an interlocal agreement with the City of Lincoln to evenly share expenses. Currently, there is \$1,600,000 in the East Beltway Fund.

MOTION: Amundson moved and Avery seconded to direct the County Engineer to continue negotiations with the Day Family Trust. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

B. OVERHAULT DAM - Pam Dingman, Lancaster County Engineer

Jenifer Holloway, Deputy County Attorney, was also present for the discussion.

Dingman stated the owners at 9105 Southwest 98th Street did significant earth work which has created ponding waters in the right-of-way area (see Exhibits D, E, and F). The County Engineer's Office has asked the landowner to fix the ponding water and the landowner has not fixed it.

Holloway said the County Board has two options to resolve the issue: 1) the County can enter the property and fix the issue but may have to pay damages, or; 2) the County Board could direct the landowner to fix the water ponding. If it is not remedied after 30 days, the County can enter the property, fix the issue and, by special assessment, the landowners could be charged costs which would require a public hearing. There was discussion that due to weather, the 30 days could be

extended at the County Engineer's discretion.

MOTION: Amundson moved and Avery seconded to direct the County Engineer's Office and the County Attorney's Office to draft a letter from the County Board directing the landowners at 9105 Southwest 98th Street to fix the water ponding in the right-of-way with a completion date at the County Engineer's discretion. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

5) A. KENO PREVENTION FUND GRANT RECOMMENDATIONS - Sara Hoyle, Human Services Director

Sara Hoyle, Human Services Director, gave an overview of the Keno Prevention Fund grant recommendations (see agenda packet). The amount of available funding was increased to \$15,000 per application. Hoyle indicated Sue Eckley, Lancaster County Risk Manager, will be responsible for insurance paperwork requirements for the grants which has streamlined the application process.

B. NEW JOINT BUDGET COMMITTEE PROCESS

Hoyle reported on the Fiscal Year (FY) 2020-2022 Joint Budget Committee (JBC) Grant Process (see Exhibit G). Applications will be done online, and grant review committees will make recommendations to the JBC. The University of Nebraska-Lincoln Department of Law and Psychology is helping create a performance matrix to help track how the non-profit agencies enhance the work of the City of Lincoln and Lancaster County.

OTHER BUSINESS

Hoyle said she has been asked to participate in a webinar on December 11 highlighting the Diversion Program and to speak at conferences next year in Cleveland and Denver. A formal request to attend the conferences will be brought to the Board at a later time.

6) A. DISCUSSION OF MARKET DATA FOR ATTORNEYS - Doug McDaniel, Human Resources Director; Pat Condon, Lancaster County Attorney; and Joe Nigro, Lancaster County Public Defender

Doug McDaniel, Human Resources Director, Pat Condon, Lancaster County Attorney, and Joe Nigro, Lancaster County Public Defender, voiced concern on retention of attorneys and, in reviewing the market data (see Exhibit H), recommended increasing the salaries for Attorney I and II positions by 2%. When asked if the attorneys were on a step program, McDaniel answered they do have a step program, but the issue is that the salary ranges are below the marketplace.

It was the consensus of the Board to continue this discussion at the mid-year budget retreat in February 2019.

B. UNCLASSIFIED SALARIES - Doug McDaniel, Human Resources Director

McDaniel reviewed the appointed officials salary survey 2019 (see agenda packet) and stated any increases would be effective the first paycheck in January. He added the benefits package is not

included in the survey.

It was the consensus of the Board to hold this item until next Thursday's meeting.

7) VISITORS PROMOTION COMMITTEE (VPC) RECOMMENDATIONS - Lynn Ireland, Visitors Promotion Committee Chair; and Jeff Maul, Convention and Visitors Bureau Executive Director

A. \$10,000 IMPROVEMENT FUND GRANT FOR LINCOLN CHILDREN'S MUSEUM

Lynn Ireland, Visitors Promotion Committee (VPC) Chair, reviewed the proposal for the Lincoln Children's Museum for an American Ninja Warrior interactive course (see agenda packet).

MOTION: Amundson moved and Avery seconded to direct the Chief Administrative Officer to draft a contract with the Lincoln Children's Museum Board in the amount of \$10,000. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

B. USE OF IMPROVEMENT FUNDS FOR PROMOTION (\$182,000 FOR USA ROLLER SPORTS CHAMPIONSHIPS)

Jeff Maul, Convention and Visitors Bureau Executive Director, reviewed the Improvement Funds request (see agenda packet).

Schorr asked if bid fees are continuing to increase and Maul replied they have plateaued.

MOTION: Amundson moved and Avery seconded to forward the request to next Tuesday's meeting. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

8) BREAK

The meeting was recessed at 10:13 a.m. and reconvened at 10:31 a.m.

9) ANNUAL REPORT FROM ANN AMES, DEPUTY CHIEF ADMINISTRATIVE OFFICER

Ann Ames, Deputy Chief Administrative Officer, presented her annual report (Exhibit I). She said she would like more training on HIPAA for which the Board was supportive.

10) CHIEF ADMINISTRATIVE OFFICER REPORT

A. Change of Grantee to Nebraska Association of Former State Legislators (Improvement Fund Grant for Capitol Courtyards)

Kerry Eagan, Chief Administrative Officer, said the contract with Celebrating Nebraska Statehood, Inc. for the Capitol courtyard gardens needs to be amended to show Nebraska Association of Former State Legislators as the grantee.

- B.** Authorize Use of Retirement Plan Expense Account for Payment of \$300.00 for 2019 National Association of Government Direct Contribution Administrators Dues for Kerry P. Eagan

MOTION: Amundson moved and Avery seconded to authorize the payment of \$300 from the retirement plan expense account for 2019 National Association of Government Direct Contribution Administrators Dues for Kerry P. Eagan. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

The Board voted on Item 10E.

- C.** Claim for Review PV # 629849 in the Amount of \$1,125.00 to Midwest Towing and Recovery from the Lancaster County Engineer. This Claim is Beyond the 90 Day Time Period

MOTION: Amundson moved and Avery seconded to move the claim to the next Tuesday meeting as a regular claim. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

- D.** Claim for Review PV #632572 in the Amount of \$47.85 to Dan Nolte from the Lancaster County Clerk's Office. The County Board has Requested a Review of All Claims from Elected Officials

MOTION: Amundson moved and Avery seconded to move the claim to the next Tuesday meeting as a regular claim. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

- E.** Claim for Review PV #632159 in the Amount of \$336.40 to Joseph D. Nigro, From the Public Defender's Office. The County Board has Requested a Review of all Claims from Elected Officials

Nigro indicated he has not received his P-card.

MOTION: Amundson moved and Avery seconded to move the claim to the next Tuesday meeting as a regular claim. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.

11) CHIEF DEPUTY ADMINISTRATIVE OFFICER REPORT

No report given.

12) DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

Note: Due to Commissioners Wiltgen's and Brikman's absence, their reports will be moved to the next Thursday meeting.

- A.** Information Services Policy Committee - Brinkman

B. Lincoln Parks and Recreation Advisory Board - Schorr

Schorr reported there was a proposal for land swap in conjunction with Jensen Park and a developer for a private-use baseball diamond. The Lincoln Parks and Recreation Advisory Board recommendation was to allow the field with certain constraints for use similar to Sherman Field.

C. Human Services Joint Budget Committee - Brinkman

D. Public Building Commission Chair Meeting with Mayor - Brinkman

E. Lancaster County Vice-Chair Meeting with Mayor - Brinkman

F. Public Building Commission - Brinkman/Amundson

Amundson reported one lock will be fixed at the Mental Health Crisis Center (MHCC) for \$5,800 with all other doors fixed for \$10,000 inclusive. The Emergency Operations Center move and the Christmas party were also discussed.

G. Lincoln-Lancaster County Board of Health - Avery

Avery stated Animal Control gave a report on bats.

H. Lancaster County Mental Health Crisis Center Advisory Board - Avery

Avery said the locks at the MHCC will be replaced and there was a report on the Commission for Accreditation and recertification.

I. Visitors Promotion Committee (VPC) - Avery

Avery indicated he was unable to attend. Eagan reported the Lincoln Children's Museum American Ninja Warrior exhibit, Improvement Funds request from the VPC, CVB audit, discussion with the USA Olympic Committee, and the CVB holiday party were discussed. January, March and June 2018 had record-breaking lodging tax amounts.

J. Lancaster County Fairgrounds Joint Public Agency (JPA) - Amundson

Amundson reported one bill was paid.

K. Joint Lancaster County Board of Commissioners and Lancaster County Agricultural Society Meeting - Amundson/Brinkman/Avery

Amundson said the financial impact study was discussed. She said a financial impact statement is being created and will show what impact the Lancaster Event Center has on the community and how it may impact the bond issue.

L. Lincoln Metropolitan Planning Organization Meeting - Brinkman

M. Lincoln Independent Business Association Elected Officials Meeting - Amundson

Amundson stated she discussed the following: County P-Card program, Enterprise Rental Car agreement, possible fleet vehicle program, upcoming meetings of the Nebraska Association of County Officials (NACO), accessory dwelling units and wind energy, including the related hearing on December 18.

N. Emergency Medical Systems Oversight Authority - Brinkman

O. Corrections Joint Public Agency (JPA) - Wiltgen/Brinkman

P. Lancaster County Board Chair/Vice-Chair Meeting with Planning - Wiltgen/Brinkman

13) SCHEDULE OF BOARD MEMBER MEETINGS

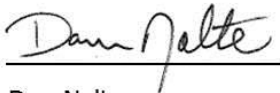
For informational purposes only.

14) EMERGENCY ITEMS

There were no emergency items.

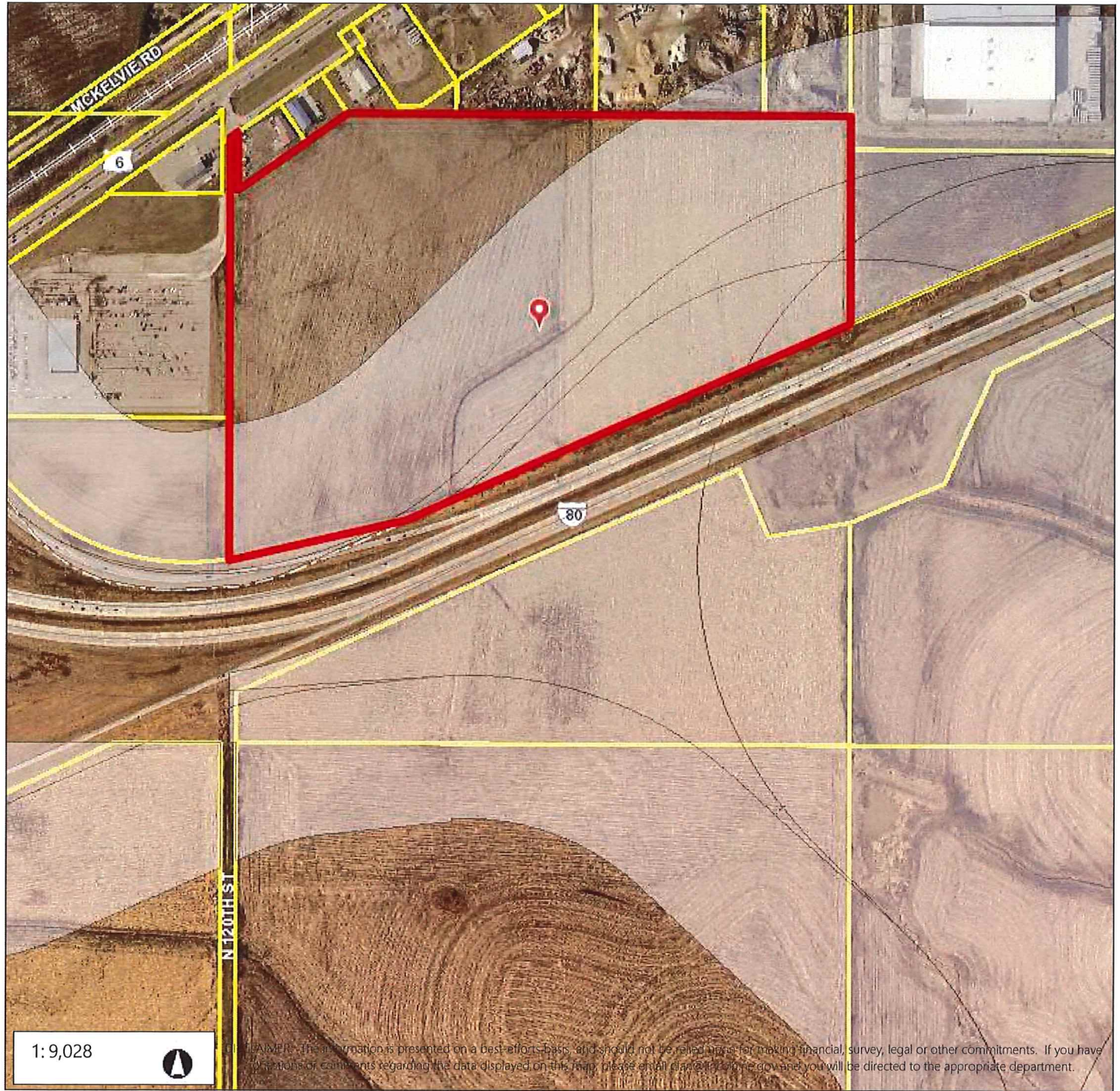
15) ADJOURNMENT

MOTION: Amundson moved and Avery seconded to adjourn at 11:14 a.m. Avery, Amundson and Schorr voted yes. Brinkman and Wiltgen were absent. Motion carried 3-0.



Dan Nolte
Lancaster County Clerk





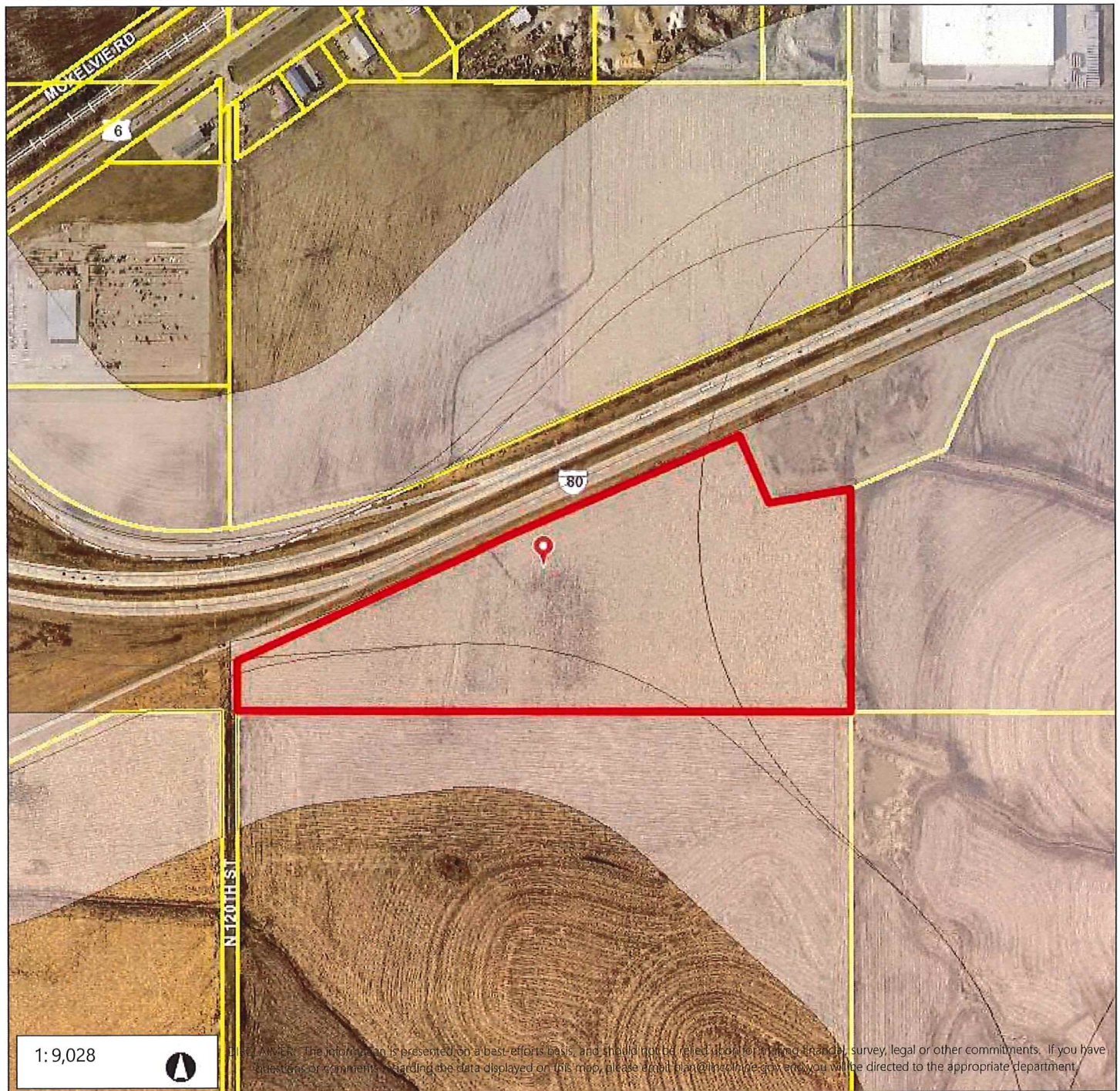
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Legend	
— South and East Beltway Centerline	Railroad
□ Final Corridor Protection Areas (South)	Waterlines
▭ Parcels_Aerial	Village Boundaries
Road Labels 9k	Municipal Boundaries
FacilitySitePoint	Waterbodies

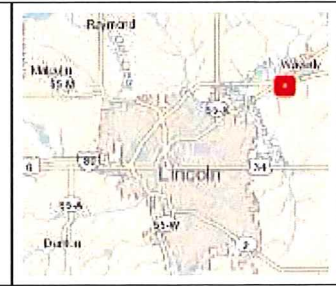


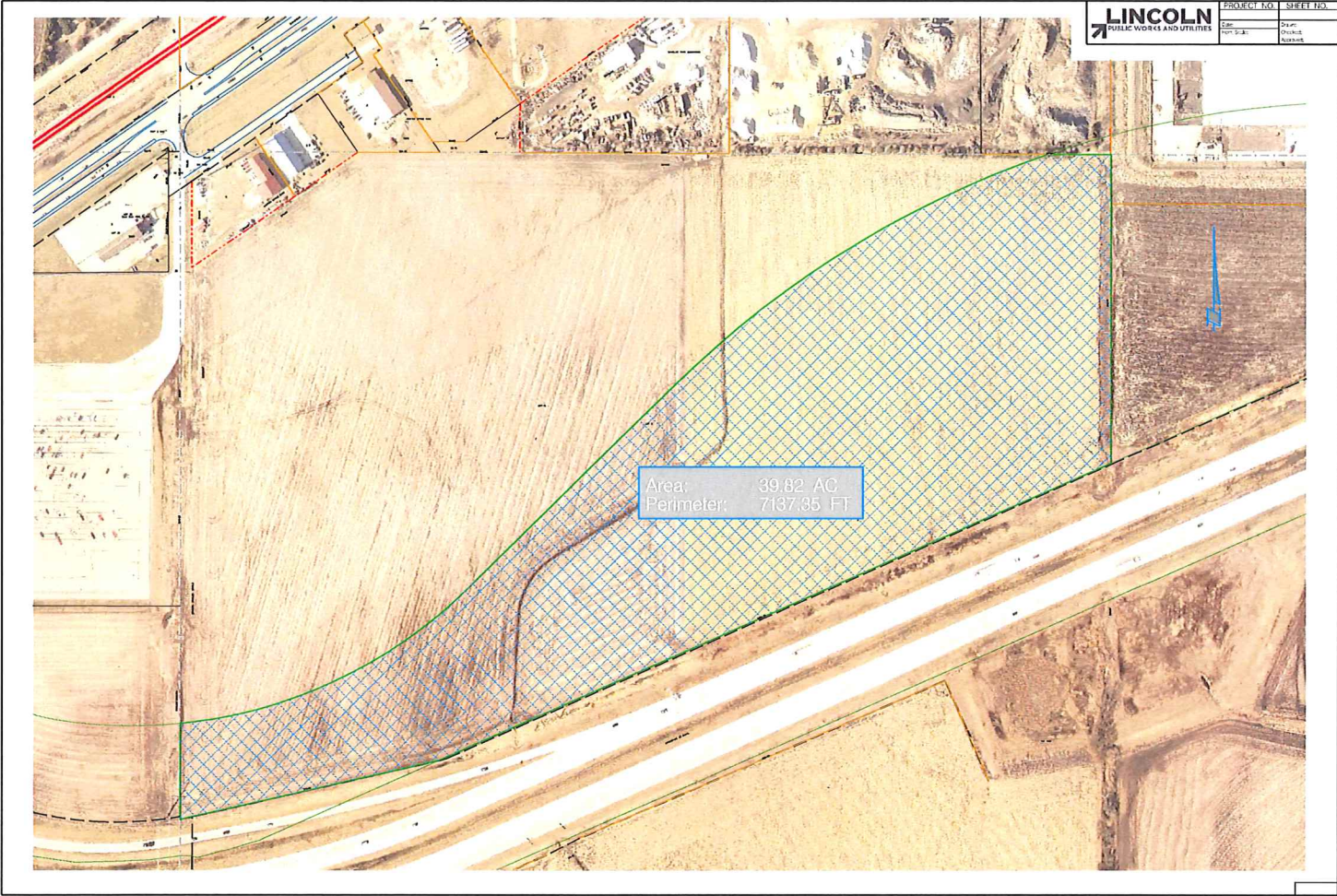


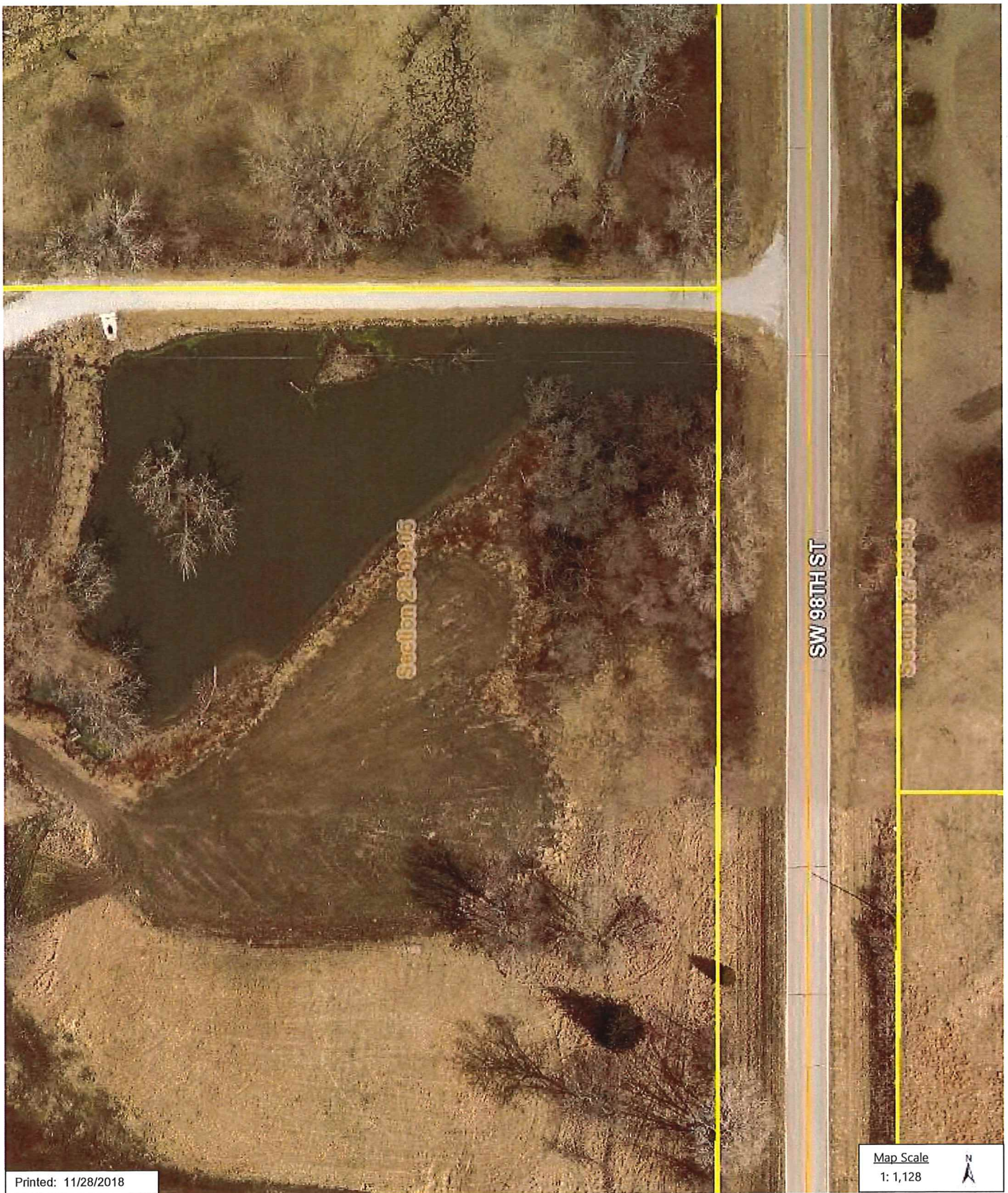
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Legend

- | | | |
|-------------------------------------------|----------------------|--------------------|
| — South and East Beltway Centerline | Railroad | FacilitySite_Parks |
| ▣ Final Corridor Protection Areas (South) | Waterlines | Schools |
| ▣ Parcels_Aerial | Village Boundaries | MajorColleges |
| Road Labels 9k | Municipal Boundaries | |
| FacilitySitePoint | Waterbodies | |







Printed: 11/28/2018

Map Scale
1:1,128



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GIS Viewer

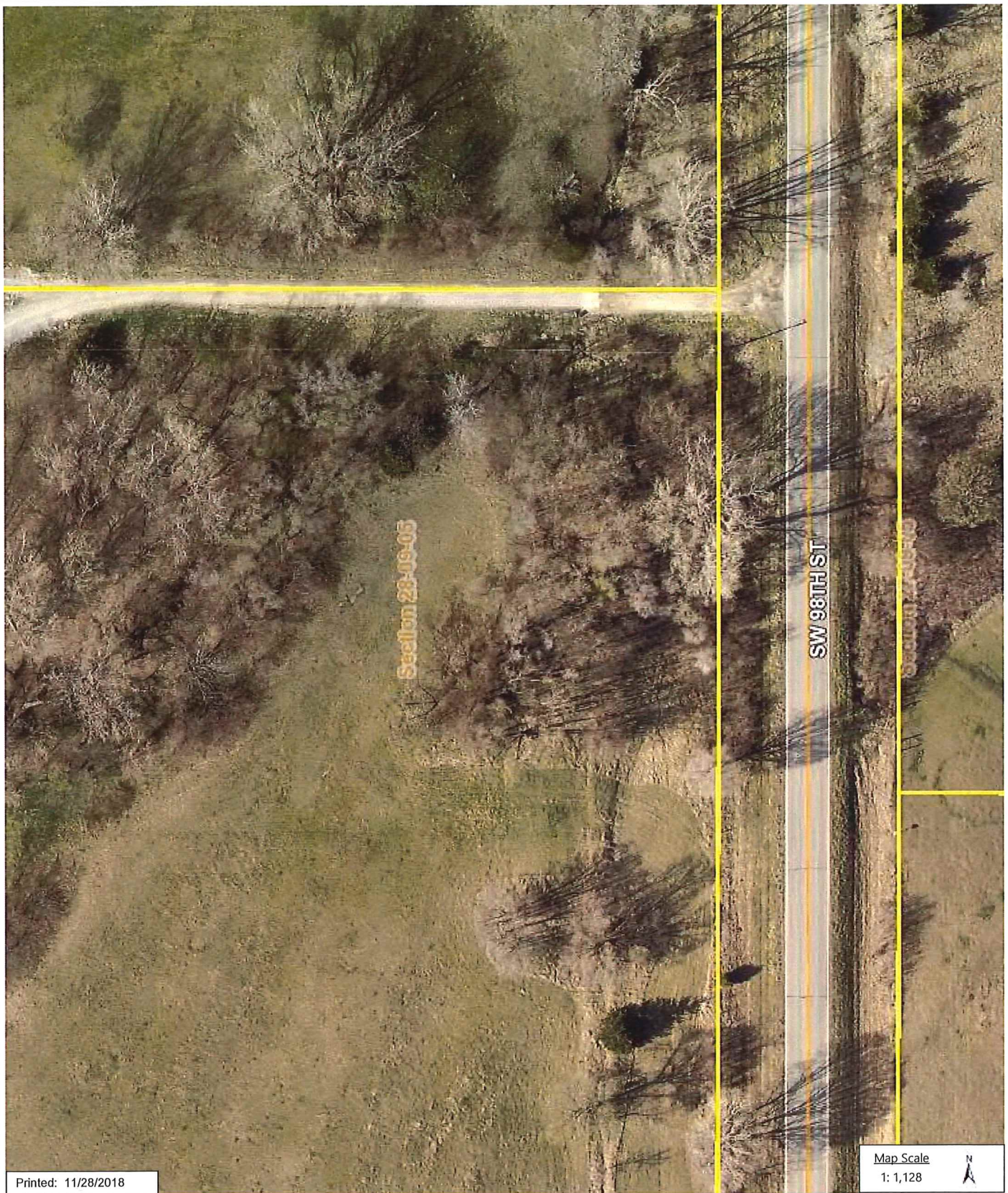
CITY OF LINCOLN - LANCASTER COUNTY, NE

2016 Overholt-9105 SW 98th Street

tabbles

EXHIBIT

E



Printed: 11/28/2018

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Printed: 11/28/2018

Map Scale
1: 1,128
N

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FY 2020-2022 JBC Grant Process

Two Review Committees

1. Stable and Safe Communities (Food, Shelter, & Victim Safety) \$925,486

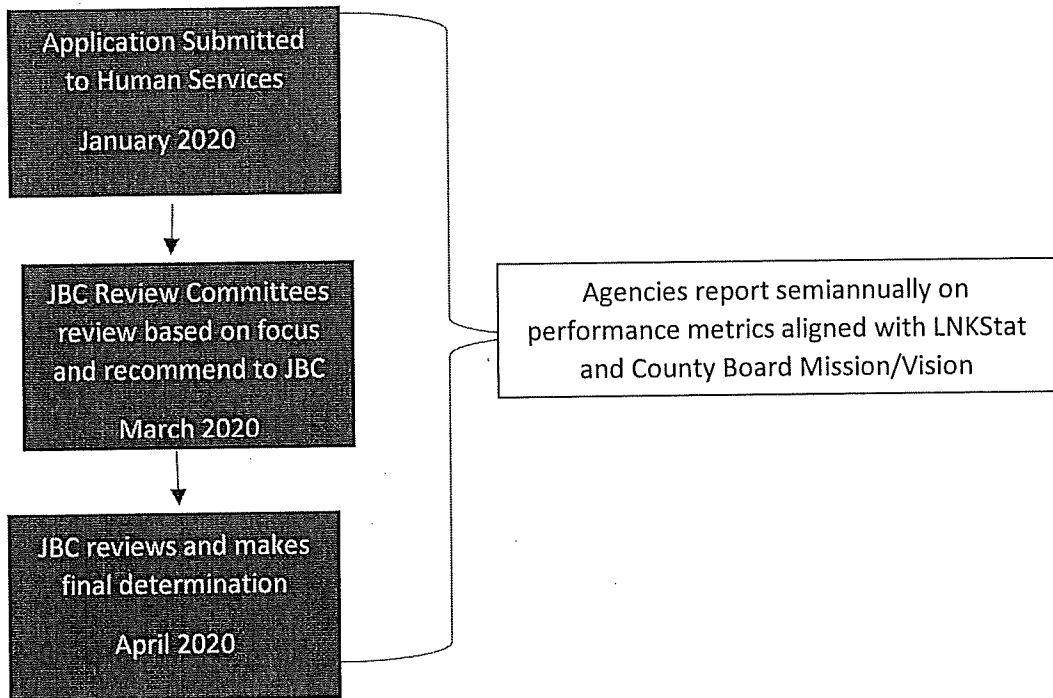
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|-------------------------------------------|--------------------------------------------------|
| Sarah Peetz, Lincoln Community Foundation | LHA |
| Brian Wachman, United Way | Grants Coordinator |
| Randy Jones, Aging Partners | Public Defender |
| LPD/LSO | County Attorney |
| Bryan Seck, Prosper Lincoln | Jeff Chambers, Center for Children, Family & Law |

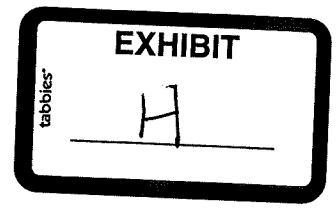
2. Healthy Communities (Youth and Adult Behavioral Health) \$632,892

- | | |
|-----------------------------------------|-----------------------------------------|
| CJ Johnson, Region V | Probation |
| Brad Johnson, Adult Corrections | Grants Coordinator |
| Scott Etherton, Crisis Center | Kim Etherton, Community Corrections |
| Michele Schindler, Youth Service Center | Dave Mier, Bryan Hospital |
| Shavonna Lausterer, Health Department | Lori Seibel, Community Health Endowment |
| Lincoln Public Schools | Mental Health Association |

Systems \$21,525

- United Way – Grants \$5,307
- United Way – Service Point \$6,495
- Human Services Federation \$15,000

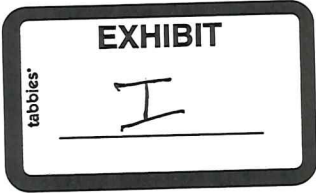




2018
Lancaster County

COUNTY	Attorney I		Attorney II	
	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
A	\$48,000	\$105,288	\$99,252	\$112,729
B	\$69,201			\$145,356
C	\$66,352	\$96,075	\$73,237	\$106,059
D	\$77,370			\$133,068
E	\$67,995			\$122,312
F	\$49,046	\$71,772		
Mean	\$62,994	\$91,045	\$86,244	\$123,905
Median	\$67,174	\$96,075	\$86,244	\$122,312
Midpoint	\$65,084	\$93,560	\$86,244	\$123,108
Lancaster	\$64,944	\$83,185	\$86,179	\$121,765
\$ incr/decr	\$140	\$10,375	\$66	\$1,343
% incr/decr	0.22%	12.47%	0.08%	1.10%

City of Lincoln:		
Attorney I	\$56,033	\$93,823
Attorney II	\$69,618	\$116,567
Senior Attorney	\$79,731	\$133,507
United States Attorney	\$93,357	\$160,122
LES Staff Attorney	\$114,863	\$172,295



Ann Ames

Lancaster County Deputy Chief Administrative Officer
2018 Year-in-Review

Communication Management

- ▶ Created baseline communications plan for Lancaster County that will continue to be expanded on as we move toward new website.
- ▶ Responded to all general constituent communication coming into the County Board office either in writing or via telephone.
- ▶ Responded to specific issue related communications including Costco Chicken Farm, Wind Energy and County Engineering issues.
- ▶ Provided responses to be archived for the monthly Constituent Report.
- ▶ Created press releases sent out on behalf of Lancaster County Board and various elected/appointed officials per their requests.
- ▶ Created presentation for County website with County overview.
- ▶ Created written pieces of communication for Lancaster County when necessary.
- ▶ Managed crisis communication, including television interviews when necessary.

Social Media Management

- ▶ Created overall policy for social media use in Lancaster County.
- ▶ Worked to determine what departments had social media pages and retrieved pages back from Facebook that were not started with departmental consent.
- ▶ Worked with County Clerk and Purchasing to piggyback off a contract to secure social media archival services through Pagefreezer.
- ▶ Acts as liaison with Pagefreezer to ensure all Lancaster County pages are being archived.
- ▶ Works with all departments to make sure that all social media is being captured, including the private pages elected officials use for County business.
- ▶ Created social media pages for Lancaster County including Facebook and Twitter.
- ▶ Currently working to post content and gain followers for County pages.

Strategic Planning

- ▶ Met with potential outside consultants to facilitate the strategic planning process.
- ▶ Contracted with outside consultant to hold strategic planning process including in-depth interviews and retreat with County Board, Appointed Directors and County Board office staff.
- ▶ Participated in interview process with consultant and reviewed the report created as a result of those interviews.
- ▶ Organized half-day retreat with County Board and staff to determine the following objectives:
 - ▶ Lancaster County Shared Vision
 - ▶ Lancaster County Mission Statement
 - ▶ Lancaster County Shared Values
 - ▶ Began working those items into communication pieces.

Website

- ▶ Met with IS to determine if they could create new/updated website.
- ▶ Researched various website contracts to potentially piggyback off of.
- ▶ Met with different departments to determine their website needs.
- ▶ Worked with purchasing to create an RFP for new website.
- ▶ Recruited website RFP committee.
- ▶ Completed RFP selection process to determine the best fit for Lancaster County.
- ▶ Will have website vendor to recommend at the December 6th Staff meeting.

Electronic Devices

- ▶ Assessed how many departments have County cell phones and who is using them.
- ▶ Created new policy for electronic device use for Lancaster County.
- ▶ Worked with County Attorney's office to refine policy.
- ▶ Policy was approved through Personnel Policy Board in August 2018.
- ▶ Policy will need to be updated to reflect some type of mobile device management system and use of personal cell phones for County business.
- ▶ Worked with City of Lincoln Law department and purchasing to look at different options for mobile device management.
- ▶ Created RFP for mobile device management system that will go out in January 2019.

HIPAA, Title VI, ADA

- ▶ Serves as compliance officer for Lancaster County.
- ▶ Serves as HIPAA Privacy & Security Officer for Lancaster County.
- ▶ Worked with HR to investigate two different claims of harassment based on a protected status; both claims were unsubstantiated.
- ▶ Completed NDOT Desk Audit for Federal Highway Administration.
- ▶ Reviewed HIPAA protocols with Scott Etherton regarding the Crisis Center, will complete audit in 2019.

P-Card Program

- ▶ Sits on Executive Team for the P-Card program.
- ▶ Worked with Purchasing on the creation of the P-Card procedures.
- ▶ Worked with the County Attorney's office to update the Miscellaneous Expenditures Resolution to reflect the use of P-Cards for Lancaster County.
- ▶ Problem solve P-Card issues as they arise in collaboration with Purchasing and County Clerk's office.
- ▶ Trained on all P-card procedures as the P-Card Coordinator for Administrative Services and the County Board.
- ▶ Worked with the County Treasurer's office to help secure the NACo Pilot program for Lancaster County.
- ▶ Currently working with the County Attorney's office to get remaining payment processing accounts off of Nebraska Interactive and into Lexis so all County payment processing is through the same vendor.

Leadership Academy

- ▶ Created a County Leadership Academy program designed to promote cross-collaboration from departments and develop County employees who want to transition into leadership roles.
- ▶ This program was created out of a needs identified through the Strategic Planning process to address an aging workforce, succession planning and need for increased development opportunities for staff.
- ▶ Created and sent out applications for the program which will begin in January 2019. Have been receiving applications back and expect a class size of approximately 20-25 people.
- ▶ Have planned the first three sessions and continue to work on planning the 2019 program year.
- ▶ Have created a capstone project for the class to complete and present upon graduation.
- ▶ Began work on a Nebraska Workforce Development grant to fund additional speakers and program materials.

Management Team

- ▶ Sent out survey regarding effectiveness of Management Team to director level staff and elected officials.
- ▶ As a result of the survey, re-formatted Management Team to include meetings every other month at a later time of day to increase attendance.
- ▶ Meetings now include the following:
 - ▶ Department Spotlight, featuring 10 minutes of information and updates on one department per meeting.
 - ▶ In-depth training, each meeting will have an in-depth training topic to discuss. So far we have covered: Sexual Harassment, Performance Management and in January will discuss the County Purchasing Act.
 - ▶ On occasion we will tour facilities and programs. This past month we toured the new EOC space and the Youth Services Center.

Special Projects

- ▶ Acted as the point-of-contact for County employee concerns with the transition to Aetna.
- ▶ Worked to get County Board and staff updated laptop computers.
- ▶ Serves as Public Information Officer for the County in the EOC when the EOC is activated.
- ▶ Work with Accountability and Disclosure on issues as needed.
- ▶ Assisted Commissioners and County Engineer in coordinating the Infrastructure Task Force and managed administrative functions for the group.
- ▶ Currently engaged in the following RFP processes:
 - ▶ Agenda Management Software
 - ▶ Board of Equalization Coordinator
 - ▶ Mobile Device Management
 - ▶ Property Management & Facilities

Administrative Projects

- ▶ Assists Department Directors and Elected Officials with issues and problem solving when necessary.
- ▶ Help departments manage their public relations and constituent issues.
- ▶ Update and/or create policies when appropriate.
- ▶ Assist in policy enforcement when appropriate.
- ▶ Attend all County retreats including Legislative and Tri-County.
- ▶ Completes the budget for Administrative Services.
- ▶ Serves as lead Administrator in Kerry's absence.
- ▶ Schedules items on the staff meeting agenda.
- ▶ Assists with office projects like United Way and Food Bank drive where necessary.

Trainings Completed

- ▶ HIPAA Compliance Training provided by National Business Institute.
- ▶ 2018 Annual Government and Administrative Practice Seminar provided by the Nebraska State Bar Association.
- ▶ Performance Management Training provided by Continuum.
- ▶ Emotional Intelligence in the Workplace provided by Continuum.
- ▶ FEMA, Public Information Officer Awareness provided by the Emergency Management Institute.
- ▶ FEMA Basic Public Information Officer training, provided by NEMA.
- ▶ Sexual Harassment Training, provided by Lancaster County.
- ▶ NACO Institute of Excellence, completed in 2018.
- ▶ Joined NACIO.

Goals & Challenges

- ▶ Complete the new Lancaster County website (has a tentative timeline of 8 months from the time the contract is signed to completion).
- ▶ Finalize an updated overall County communication plan that includes social media outreach with the integration of a new website.
- ▶ Increase community visibility with increased media and outreach upon completion of the new website.
- ▶ Complete the first year of the Leadership Academy and begin recruiting for the second year class.
- ▶ Develop an on-boarding and orientation process for County elected officials, department directors and staff.
- ▶ Participate in the NACo High Performance Leadership Academy at a cost of \$495.

