

BRINKMAN PROPOSALS – 2019 INITIATIVES

POLICY PRIORITIES

Implementation of New Revenues to fulfill Transportation Task Force Recommendation

The Lancaster County Transportation Task Force report issued last year identified \$9 million in annual funding to address critical infrastructure needs. Reducing services in other areas of the County budget to reallocate this amount of funding would devastate current programs and the operations of many departments. This proposal would prioritize the development of new revenue proposals to address this shortfall.

ADMINISTRATIVE ISSUES

In Process

Chief Administrative Officer Hiring Process

Review current job descriptions for both the Chief Administrative Officer and the Deputy Chief Administrative Officer. Establish a goal for transition time while current CAO is still on the job and execute the search/interview process/hiring as required.

Claims Policy Review

Review the potential for claims review to be conducted by County Board staff, with Board review for only required if staff notice a claim of concern or a pattern related to a vendor that should be addressed by the Board. A review process is underway by the CAO to make recommendations to the Board regarding this topic.

Creation of County Code

Without an easily accessible compilation of the resolutions enacted by the County Board, it is difficult for enforcement staff and the public at large to understand the rules and regulations established by Board action. A work group has been convened by the CAO to start this process which should result in a County Code available online, which would then be updated on a weekly basis as the Board does its work.

Modernization of County Board Office Functions

We have discussed the transition to a shared calendar and a new email address for shared Board communication. There will be other opportunities to modernize the work of the Board throughout the year. Implementation should be reviewed through a regular meeting between County Board staff and the Chair and Vice-Chair to discuss and ensure implementation efforts move forward expeditiously.

Review of County Property

A comprehensive review of property owned by Lancaster County that may no longer serve a useful purpose has not been conducted in a comprehensive way for many years. A working group should be established to review a GIS map of current properties (and the addition of Right of Way easements and other pieces of land) and make recommendations regarding the potential sale of unneeded land. (The Wilderness Park task group on the 1/17 agenda is a pilot project related to this item.)

Other Proposals

Commissioner Onboarding and Orientation Procedures

Guidelines and/or a checklist should be established so office staff understand the expectations related to onboarding and orientation for new members.

Records Management Review

The County currently operates both paper and electronics record management functions in separate departments and without a discernable set of shared policies. A comprehensive review of the current process and recommendations for creating a streamlined program that encompasses all records management should be developed.

Strategic Planning/Process Improvement

Continue the work to create a strategic plan for the County (although this may be accomplished by the establishment of outcomes for our budgeting process as well).

Create a Process Improvement Work Group that can have conversations about potential process improvements, personnel performance improvements and/or investments in innovation or efficiency that could move our department operations forward. Examine the issue of how we incentivize innovation and efficiency improvements in partnership without fear of repercussions related to identifying current operational weaknesses.

Policy Updates

Review current policies of the County Board and update as needed. The first of these – the Legislative Communications policy – is part of our 1/17 agenda. Establish a procedure to ensure that updated policies are provided on the website.

Facility Study

Utilize an RFP process with the leadership of the Property Management Department to establish a facility master plan for the County.

Minette M. Genuchi

From: Deb E. Schorr
Sent: Monday, January 14, 2019 8:49 PM
To: Minette M. Genuchi
Subject: Re: Commissioners Goals...

Plan inaugural statewide Stepping Up Summit
Review and update CAO job description
Investigate use of search firm for CAO position
Monitor CARF accreditation issues with CMHC
Expand educational opportunities for NACO members

From: Minette M. Genuchi
Sent: Monday, January 14, 2019 11:56:11 AM
Subject: Commissioners Goals...

Just a friendly reminder to send me your goals no later than tomorrow, Tuesday, January 15th
At 3:30 p.m. so they can be posted with the agenda for Thursday's staff meeting.

Thanks so much.



Minette Genuchi
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The mission of the Lancaster County Board is to provide sustainable governmental services for

Minette M. Genuchi

From: Rick W. Vest
Sent: Tuesday, January 15, 2019 11:19 AM
To: Minette M. Genuchi
Subject: RE: Commissioners Goals...

- 1) Follow-up and implementation of the Task Force Recommendations
- 2) Explore and implement programs that will lower incarceration rates
 - A. Diversion
 - B. Mental Health care
- 3) Push modifications to Medicaid status of those who are incarcerated
- 4) Move ownership of Wilderness Park to City from County
- 5)

From: Minette M. Genuchi
Sent: Monday, January 14, 2019 11:56 AM
Subject: Commissioners Goals...
Importance: High

Just a friendly reminder to send me your goals no later than tomorrow, Tuesday, January 15th at 3:30 p.m. so they can be posted with the agenda for Thursday's staff meeting.

Thanks so much.



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From: Roma B. Amundson
Sent: Tuesday, January 15, 2019 12:35 PM
To: Minette M. Genuchi
Subject: Priorities

- 1) Continued incorporation and development of JDAI principles as they apply to our county in our juvenile justice system.
- 2) Utilize Outcome Based budgeting as available through Open Gov software to provide comprehensive budget planning to our employees and transparency to our public.
- 3) Support adoption of our legislative priorities.
- 4) Implementation of revenue opportunities as suggested by Infrastructure Task Force.
- 5) Development of the strategic plan beyond mission, vision, and core values by associating our chosen priorities with stated objectives.
- 6) Create timeline for the selection and hire of a new chief administrator.
- 7) Incorporation of new website with increased communication capabilities to the public.
- 8) Develop a "savings" plan to meet the projected needs of election commissioner equipment, video conferencing needs, maintenance and replacement of equipment, etc.
- 9) Submission of annual report to the public at the time of the 2019-2020 budget.
- 10) Finalize discussions on the vehicle fleet plan.
- 11) Work to ensure further acceptance of the Enterprise Rental Car program among the county employees and staff.
- 12) Further the acceptance of the P-Card use by employees and staff.
- 13) Encourage innovation among staff and employees to increase efficiencies and conserve taxpayer dollars.