

LANCASTER COUNTY CORRECTIONS BOARD

- AGENDA -

Thursday, May 8, 1997

11:00 a.m.

- I. **Approval of the November 14, 1996 Minutes**

- II. **Population Statistics**
 - A. Population Comments
 - B. Corrections Statistical Report

- III. **Special Report**
 - A. Report by Terry Weber, Jail Administrator

- IV. **Events**
 - A. Health Department Inspections
 - B. Mid-Year Budget Review

- V. **Other Items**
 - A. Outside Contracts
 - B. LCF Construction Program Activities
 - C. FY98 Budget Submission
 - D. Litigation Pending

- VI. **New Business**

- VII. **Adjournment**

Attachments

- 1 - November 14, 1996 minutes
- 2 - 1st quarter statistical report
- 3 - Transport/second floor remodel diagram

LANCASTER COUNTY CORRECTIONS BOARD
MEETING OF THURSDAY, MAY 8, 1997
NARRATIVE

I. APPROVAL OF MINUTES - November 14, 1996 meeting

<u>II. POPULATION STATISTICS</u>	<u>4TH QTR</u> <u>1996</u>	<u>1ST QTR</u> <u>1997</u>	<u>CHANGE</u>
AVERAGE DAILY POPULATION	285.7	289.2	+01.2%
JAIL	186.9	186.8	-00.1%
LCF	98.8	102.4	+03.6%
TOTAL BOOKINGS	2,227	2,219	-00.4%
AVERAGE PER MONTH	742	740	
TOTAL LODGED	1,357	1,401	+03.2%
AVERAGE PER MONTH	452	467	
% OF TOTAL BOOKINGS	61%	63%	
AVERAGE LENGTH OF STAY	7.63 DAYS	7.70 DAYS	+00.9%
LODGED > 1 DAY	12.6	12.2	-03.2%
LODGED > 2 DAYS	15.2	14.8	-02.6%
LODGED > 3 DAYS	17.3	16.7	-03.5%

Population Comments

There has been little change in the populations in the first quarter of 1997, with a total increase of 1.2%. The total bookings decreased slightly during this period while the total lodged increased by 3.2%. The overall average length of stay moved upward by less than 1%, while the numbers lodged for greater than 24-hour periods decreased.

The monthly statistical report for the first quarter of 1997 is attached for your review. The increase in Total Lodged category can be attributed to the "no bond" change on many domestic assault charges and higher percentage cash bonds that have been established by the arraignment court.

III. SPECIAL REPORT

Terry Weber, Jail Administrator, will give a brief review of the operations and activities of the Intake facility.

IV. EVENTS

Health Department Inspections

Regular Health Department inspections of our Intake &

Detention and LCF facilities were held in December. A total of 93/100 points was issued for the kitchen operations. Health inspectors remain highly complimentary during their inspections relating to the sanitation and appearance of both food service and operational areas.

Mid-year Budget Review

On January 7, 1997, the Corrections Department projected that it would overspend its 1997 budget due to negotiated increases to correctional officer wages and salary adjustments to 7 positions. The Department's revenue collections is estimated to exceed budget by approximately \$336,000 due to additional housing agreements for outside agencies and the signing of the phone system contract.

V. OTHER ITEMS

Outside Contracts

On March 4, 1997, the County Board approved a new intergovernmental service agreement with the U.S. Marshal's Service for the housing of pre-trial Federal offenders at a rate of \$61.23. This figure is based on financial data from FY94 and was originally requested in April of 1995. Due to conflicting interpretations of governing financial policies, this request of 4/95 was denied and left pending until Federal officials contacted Corrections last December. The Marshal's Service agreed to make retroactive payment of \$46,000 to the original effective date requested of July 1, 1995. This payment has been received and deposited.

The new Interlocal between the County and City for the housing of City offenders was signed on March 18, 1997. This interlocal provides for a new computation for the housing rate and includes Corrections assuming responsibility for transport of City prisoners.

In-house dental services were initiated on March 27th via a service contract with Dr. Claire Haag. All equipment and supplies were in place prior to that date, and Dr. Haag provided in-depth training of existing medical staff to assist her in routine dental clinics.

Proposals were solicited on vending services for both correctional facilities due to the expiration of a 3-year contract with our current provider. The RFP set limits on all vending prices and asked for a commission paid to the County with a guaranteed annual commission amount. A recommendation for award to another vendor will be placed on the April 29th Board agenda. This proposal specifies an 18.56% commission rate and a guaranteed annual commission of \$18,000.

LCF Construction Program Activities

During the first quarter of 1997, the construction crews spent the majority of their time on projects relating to the "K" Street power plant renovation. Activities included the installation of power phone and computer cabling on 1st and 2nd floor, installation of acoustical ceilings, rebuilding/relocation of shelving onto the 5th floor, placement of Health Department filing and surplus equipment, and storage of surplus lumber.

During this period, cabling for LPD radio systems was installed by crews in the booking area of the jail to enhance communications. Office areas in the Senior Citizen Center were relocated into temporary areas during renovations. Equipment was moved out of the old Federal building into Adult Probation, and Star City Parade equipment was moved into the old Federal building.

In addition to routine maintenance projects at both facilities, the crews completed the renovation of our new dental area and installation of the equipment purchased for clinic operations.

FY98 Budget Submission

The Department's FY98 budget was submitted at approximately \$6 million with a revenue budget of \$1.6 million. Increases to next year's budget result largely from the assumption of transport, negotiated wage increases and merits and related fringes, replacement of LCF's heating and cooling systems, and replacement of their transport van.

Litigation Pending

Walter Bell tort claims - Involving an alleged knee injury from tripping on a rug in reception, the Court entered judgement in favor of the County.

James Bryant - Dismissed

John Behler - Summary judgement for the County was made in this case.

John Logan - Judgement was made in favor of the County.

Robert Tiff - The Court found for the County during trial on this case.

Frederick Moore - After finding for the County in Federal Court, this case has been appealed to the 8th Circuit Court.

Cornelius Moore - Pending in Lancaster County Court

David Hall - Pending

Chad Beers - Pending

VI. NEW BUSINESS

Griffith & Associates have completed their analysis of the Corrections expenditures for FY96, including an updated daily rate calculation for the U.S. Marshal's Service. This calculation reflects a \$3.73 per-day increase. We can stay

with our current rate or submit this new rate of \$64.96. This data sheet calculation has been reviewed by Liz Thanel and Dave Kroeker.

On May 12, 1997, Good News Jail & Prison Ministry will hold its 2nd annual Praise Celebration. This event will be held at the Cornhusker Hotel at 7:00 p.m. This is an evening of speakers and sharing regarding the chaplaincy program in our Department.

VI. ADJOURNMENT

ATTACHMENTS

- 1 - November 14, 1996 minutes
- 2 - 1st quarter statistical report
- 3 - Transport/second floor remodel diagram

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**MINUTES
LANCASTER COUNTY BOARD OF CORRECTIONS
MAYOR'S CONFERENCE ROOM
THIRD FLOOR, COUNTY-CITY BUILDING
THURSDAY, NOVEMBER 14, 1996
8:30 A.M.**

Commissioners Present: Larry Hudkins, Chair
Kathy Campbell
Steve Svoboda

Others Present: Kerry Eagan, Chief Administrative Officer
Diane Staab, Deputy County Attorney
Mike Thurber, Corrections Director
Kent Griffith, Lancaster Correctional Facility
Administrator

Commissioners Absent: Linda Steinman
Darlene Tussing

Hudkins convened the Board of Corrections.

I. APPROVAL OF MINUTES OF MAY 2, 1996

MOTION: Campbell moved and Svoboda seconded approval. The Board voted unanimous approval.

II. POPULATION STATISTICS

Thurber reported they had a small increase of four percent in the average daily population from the second to third quarter. He noted they were booking in fewer individuals during the summer months, however, they are staying longer because of jury terms beginning in the fall.

III. EVENTS

Thurber stated they were involved in the Food Bank "Campaign Against Hunger" during the summer, as well as, operating a fingerprinting booth for children at the Nebraska State Fair. He added they also went to some of the schools to participate in the "Ident-A-Kid" programs.

Health inspections were held in June and September. Some deficiencies were found, however, they were corrected and the Health Department reinspected the facility after corrective action was taken.

Thurber stated Jail Standards inspections were in August at both facilities. He noted they were both in compliance.

Thurber commented that requests for proposal are being developed for vending machines and a copy of a physician's service agreement has been sent to the County Attorney's Office for their review. He added they hope to contract with the Lincoln Medical Education Foundation. Also being looked into is a dental contract.

IV. INMATE CONSTRUCTION/MAINTENANCE PROGRAM

Kent Griffith, Lancaster Correctional Facility Administrator, submitted documentation regarding activities at the Lancaster Correctional Facility (attachment (1)).

Construction/Maintenance

Griffith summarized the construction/maintenance program and stated the most significant improvement was the completion of a nursing office which provides space for nursing staff to assess inmates.

Moving

It was reported that the inmate work crews have completed many moving projects such as relocating boxes of records from the Stacy Building to the new records storage area in the old power plant at 425 K Street, moving of furniture at the Election Commission and assisting with the move of the Crisis Center and the Mental Health Department to their new location.

V. PROGRAMS

Court Ordered Work Release

Griffith stated approximately 40 percent of the inmates at the Lancaster Correctional Facility are on court ordered work release.

GED

GED tutoring classes have been increased from weekly to twice a week and are offered through Southeast Community College.

Self Improvement Programs

Griffith briefed the Board of the self improvement programs which are offered. They are as follows: Alcoholic Anonymous, Living Free, AIDS Awareness, Budgeting & Financial Management, Domestic Relations, Employment Awareness, Parenting and Anger Control.

VI. INSPECTIONS

Jail Standards

Jail Standards, Griffith stated, conducted inspections at both facilities and the Jail Standards Board will review the inspection on November 14, 1996. The State Fire Marshal's inspection, which is usually a part of the Jail Standards inspection, has not been scheduled yet.

LCE Floor

Griffith stated they have had two core tests taken. The report cited poorly compacted fill materials and possible lateral movement of a loose poorly-graded sand layer under the slab as probable causes of the problem.

On September 9th and 10th HWS took core samples again. No results have been received from the September tests.

VII. OTHER ACTIVITY

Griffith stated in October, Peggy Goeschel, field representative from the Nebraska Commission for the Hearing Impaired, visited the facility and made several recommendations for accessibility to people who are deaf or hearing impaired.

Also noted were two groups of students from the University of Nebraska and Peru Sate College who took tours of the facility.

INTERLOCAL AGREEMENT WITH THE CITY OF LINCOLN FOR HOUSING CITY PRISONERS

Thurber stated he had the County Attorney's Office review the first draft of the potential interlocal agreement with the City of Lincoln for housing city prisoners.

Highlights of Changes

1. The new interlocal will utilize the average daily population rather than the total days served in the rate of calculation.
2. Elimination of any consideration of revenues.
3. Requiring a minimum number of days to be paid at 14,000 days.
4. The City will pay on an annual basis an additional \$30,000 for transportation.

Thurber stated they would like the draft forwarded to the Finance Department.

Campbell asked how the \$30,000 for transportation would be evaluated. She asked if they would ever review the cost.

Thurber stated the draft does include language stating, "in January of each year the County will conduct a review and results of this contract and evaluate its effectiveness."

Discussion followed regarding the fee for transporting City prisoners.

Campbell stated she was comfortable with the language.

Hudkins stated he would like to see specific language indicating the \$30,000 for transporting city prisoners would be reviewed annually.

Dave Kroeker, Budget and Fiscal Director, stated Larry Bare, City Finance Director, had agreed with everything except the 14,000 days.

Hudkins stated that was one of his concerns and asked if the 14,000 should be increased. He indicated he would like to see a figure more reflective of what the numbers have been over a seven to ten year average.

Kroeker stated they don't want to fill the jail either; if they would utilize those days that could be another danger they could run into.

Thurber stated it could be more of a burden to the Board and Department of Corrections than to have too few prisoners. If they increase the number, he stated, to 16,000 or 18,000 days they could be lodging persons that, traditionally, can make it on the outside.

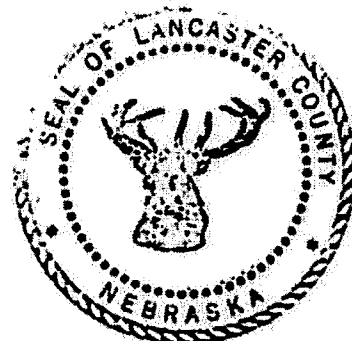
In response to a question posed by Hudkins, Thurber stated he and Dave Kroeker felt if they would get the 14,000, all of the other concessions and the \$30,000 for transportation they could make adequate dollars to fund their program at 14,000 days. He stated if the City goes over 14,000 days they will pay over 14,000.

Hudkins reiterated he had serious concerns about the cost of the city transports and the 14,000 days.

MOTION: Campbell moved and Svoboda seconded to insert language in Item 6 to review the prisoner transportation on an annual basis and delete the figure of 14,000 days and look at a range of 14,000 to 15,000 in discussion with the City and report back to the Board. The Board voted unanimous approval.

Hudkins adjourned the meeting.


Kandra Hahn, Lancaster County Clerk

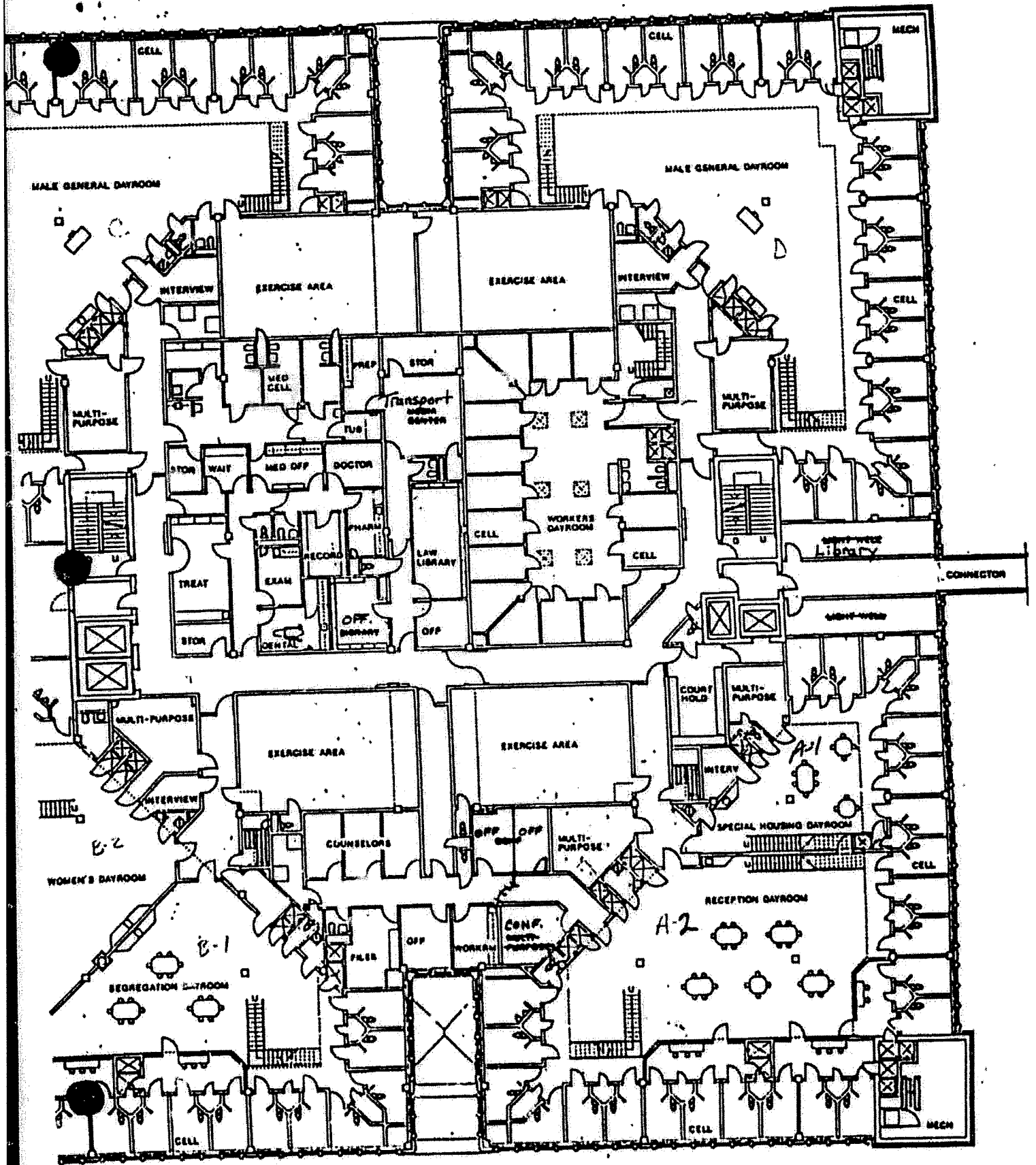


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LANCASTER COUNTY CORRECTIONS DEPARTMENT
MONTHLY STATUS REPORT

CALENDAR YEAR 1997

INTAKE & DETENTION FACILITY	1997												AVERAGE TO DATE	TOTAL TO DATE	
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC			
Average Daily Population	183.7	189.4	187.2											186.8	N/A
High for Month	202	209	198											203.0	N/A
Low for Month	171	144	176											163.7	N/A
Total Number of Bookings	696	726	797											739.7	2,219
New Bookings	220	210	194											208.0	624
Felony Arrests	91	97	90											92.7	278
Misdemeanor Arrests	399	429	490											439.3	1,318
Domestic Violence Arrests	48	63	64											58.3	175
DWI Arrests	74	73	94											80.3	241
Felons Sentenced	28	9	9											13.3	46
Misdemeanants Sentenced	112	113	155											126.7	390
Held for Other Jurisdictions	66	78	53											63.7	197
Total Conditionally Released	237	281	300											272.7	818
Percent Conditionally Released	34.1%	38.7%	37.6%											36.9%	N/A
Pre-Arrestment Releases	141	163	194											166.7	500
Court Disposition Releases	96	116	106											106.0	318
Total of Individuals Lodged	459	445	497											467.0	1,401
LANCASTER CORRECTIONAL FACILITY															
Average Daily Population	93.1	107.9	106.1											102.4	N/A
High for Month	108	115	112											111.7	N/A
Low for Month	77	97	98											90.7	N/A
Estimated Value of Inmate Labor	\$3,780	\$2,163	\$3,619											\$3,187	\$9,562
MEDICAL/MENTAL HEALTH SERVICES															
Referred to Jail Physician	59	56	44											53.0	159
Referred to Mental Health/LRC	9	5	4											6.0	18
Transferred to Emergency Room	55	4	4											21.0	63



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LANCASTER COUNTY
FY87 PROJECTED ADDITIONAL APPROPRIATIONS

AGENCY	SALARY	OTHER	AMOUNT	TOTAL
COUNTY CLERK		TEMPORARY SALARIES	10,257	10,257
COUNTY TREASURER	28,800			28,800
REGISTER OF DEEDS		REPLACEMENT OF SOLE COPY MIRROR	24,000	24,000
ELECTION COMM		ELECTRONIC VOTING MACHINES	18,000	18,000
BUDGET & FISC	2,800			2,800
INFO SERVICES		TRAINING FOR S&M & M. F. NETWORKS STATE	75,288	75,288
G.L.S.		NEEDED FY87 FOR SURVEY	31,390	31,390
COUNTY COURT		PHONE SYSTEM	878	878
JUVENILE COURT		BOARDING CONTRACTS INURE LEGAL MANOR	208,800	208,800
PUBLIC DEFENDER	42,568	INFO SERVICES & SUPPLIES 1,288	11,400	54,000
SHERIFF	85,800	VEHICLES	10,180	105,880
CORRECTIONS	30,000	REPLACEMENT COURT TRANSPORT	118,000	148,000
ATTENTION CENTER		REPLACEMENT COURT TRANSPORT	17,800	17,800
COUNTY ENGINEER	37,920			37,920
VETERANS SERVICE	8,380			8,380
HUMAN SERVICES	3,200			3,200
BRIDGE & SPEC RD PD	5,878			5,878
INSTITUTIONS PD		FULL COST BILLING	22,000	22,000
LANCASTER MANOR		MANOR FOR TEMPS	75,000	75,000
MENTAL HEALTH CENTER	80,000			80,000
COUNTY PROP MGMT	175,000			175,000
NOXIOUS WEEDS	8,228			8,228
LESS MANOR	493,872		618,441	1,108,613
			(75,000)	(75,000)
			(193,830)	(193,830)
LESS COUNTY PROP MGMT	(175,000)			(175,000)
OTHER	318,872		378,611	698,189

FY87 CONTINGENCY BUDGET IS 1,198,484

HISTORY OF ADDITIONAL APPROPRIATIONS

FY84	AMOUNT	TOTAL
BRIDGE & ROAD	14,208	223,032
HOVWAY		114,153
F. JEF/MEDICAL		278,888
OTHER	235,528	407,082
COMBINED	249,736	1,023,063

FY85	AMOUNT	TOTAL
LANCASTER MANOR	300,000	300,000
OTHER	248,188	498,717
COMBINED	248,188	798,717

INCLUDED JUN CT LEGAL & BOARDING
DISTRICT COURT - JUROR & LEGAL
TOTAL OTHER 7 AGENCIES
498,717

FY86	AMOUNT	TOTAL
LANCASTER MANOR	275,000	275,000
OTHER	158,888	433,888
COMBINED	433,888	713,888

SHERIFF - OAK ST FAC & CARS
DISTRICT COURT - JUROR & LEGAL
CORRECTIONS - DENTAL EQUIP MATTRESSES, ETC
TOTAL OTHER 8 AGENCIES
351,988

YEAR END REQUEST				
AGENCY	SALARY	OTHER	AMOUNT	TOTAL
COUNTY CLERK		TEMPORARY SALARIES		0
COUNTY TREASURER				0
REGISTER OF DEEDS		REPLACEMENT OF SOLE COPY MIRROR & MIRROR	18,427	18,427
ELECTION COMM	28,800	VOTING MACHINES & OTHER E.S.S	26,568	55,368
BUDGET & FISC	2,800			2,800
INFO SERVICES				0
G.L.S.		NEEDED FY87 FOR SURVEY	31,390	31,390
COUNTY COURT		PHONE SYSTEM		0
JUVENILE COURT		BOARDING CONTRACTS INURE LEGAL MANOR	227,000	227,000
PUBLIC DEFENDER				0
SHERIFF	84,888	CAR & M.T. MIRR & OTHER MIRR	31,784	116,688
CORRECTIONS	30,000	EQUIPMENT COURT TRANSPORT	80,000	110,000
ATTENTION CENTER				0
COUNTY ENGINEER	37,920			37,920
VETERANS SERVICE	4,900			4,900
HUMAN SERVICES				0
BRIDGE & SPEC RD PD				0
INSTITUTIONS PD		FULL COST BILLING		0
LANCASTER MANOR		TEMP MIRR WALL COPY LEGAL DEPT MIRR	321,888	321,888
MENTAL HEALTH CENTER	100,000	NURSES CONTRACT	10,000	110,000
COUNTY PROP MGMT				0
NOXIOUS WEEDS		APPEARS NONE NEEDED		0
LESS MANOR	283,432		727,901	1,011,333
			(221,888)	(221,888)
			(82,987)	(82,987)
LESS COUNTY PROP MGMT				0
OTHER	283,432		319,708	597,141