

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
TUESDAY, MARCH 6, 2007
10:30 A.M.**

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Larry Hudkins
Ray Stevens

Commissioners Absent: Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dan Nolte, County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 10:33 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE STAFF MEETING MINUTES OF THURSDAY, MARCH 1, 2007

Item held.

2 ADDITIONS TO THE AGENDA

- A. LB 335
- B. Microcomputer Request C#2007-083, \$632.87 from County Treasurer's Budget for Two (2) 19" LCD Monitors and One (1) Scanner (Exhibit A)
- C. Lincoln-Lancaster County Ecological Advisory Committee (EAC) Meeting
- D. Comprehensive Plan Changes (Exhibit B)

MOTION: Stevens moved and Hudkins seconded approval of the additions to the agenda. Hudkins, Heier, Workman and Stevens voted aye. Motion carried.

3 A) HUMAN SERVICES INSTITUTE CONFERENCE IN CLEVELAND, OHIO (MARCH 23, 2007); AND B) ADVANCED BOARD TRAINING BY BOARD SOURCE IN WASHINGTON, D.C. (MAY 21-22, 2007) - Kit Boesch, Human Services Administrator

Kit Boesch, Human Services Administrator, requested authorization to attend the Human Services Institute Conference and Board Source Training (Exhibit C). She said there are funds available for training from completed grants that could be used to fund her attendance.

Gwen Thorpe, Deputy Chief Administrative Officer, said the issue of whether it is legal to use the grant funds in this manner has not been resolved.

Boesch said she will ask the Human Services Federation to provide \$500 in funding for the Board Source Training as she will bring information back to share with the other trainers in the community that work with non-profit boards.

MOTION: Stevens moved and Hudkins seconded to authorize Kit Boesch, Human Services Administrator, to attend the Human Services Institute Conference with funding from the grants, if possible, or out of the Human Services Department budget. Hudkins, Heier, Workman and Stevens voted aye. Motion carried.

Board consensus was to hold the request to attend the Board Source Training, pending a report back on whether the Human Services Federation will assist with funding.

ADDITIONS TO THE AGENDA

A. LB 335

Stevens gave an overview of LB 335 (Change provisions relating to civil protective custody). He said Jim Baird, Cornhusker Place Director, and Polly McMullen, Downtown Lincoln Association (DLA) President, have asked the Board to support the bill.

MOTION: Hudkins moved and Stevens seconded to support LB 335 and to direct Gordon Kissel, Legislative Consultant, to work towards its passage.

Boesch cautioned that the County may see less funding from Region V if the bill passes.

ROLL CALL: Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

ADMINISTRATIVE OFFICER REPORT

A. Grants Coordinator Update

Kerry Eagan, Chief Administrative Officer, said there are 9 finalists for the grants coordinator position (66 applications were submitted). He said his step-daughter is one of the finalists and he asked to be removed from the hiring process because of the relationship.

MOTION: Hudkins moved and Stevens seconded to appoint a committee comprised of Gwen Thorpe, Deputy Chief Administrative Officer; Kit Boesch, Human Services Administrator; Dennis Meyer, Budget and Fiscal Officer; and Doug Ahlberg, Emergency Management Director, to interview the nine finalists and to bring a short list back to the Board. Hudkins, Heier, Workman and Stevens voted aye. Motion carried.

4 INTERLOCAL AGREEMENT WITH CITY FOR JUVENILE DETENTION SERVICES - Michelle Schindler, Youth Services Center Director; Kristy Bauer, Deputy County Attorney

Michelle Schindler, Youth Services Center Director, gave an overview of changes to the interlocal agreement. She said the most significant changes are clarification of the population that the County bills for and billing for medical costs in excess of \$2,500 (lower dollar medical costs are accounted for in the daily per diem rate, which is \$222.04) and for injuries sustained during the course of arrest.

In response to a question from Heier, Schindler said depreciation has never been factored in for the City.

5 COUNTY AUDIT - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, said the auditors (Dana F. Cole & Company, LLP), have not completed the audit. He said several filing deadlines have been missed and said it is doubtful that the March 31st deadline for the bond covenants will be met. Meyer said Bob Walla, Assistant Purchasing Agent, has indicated that the County needs to move ahead with a Request for Proposals (RFP) if it wants a new auditor in place by June 1st.

MOTION: Hudkins moved and Stevens seconded to start the process of a Request for Proposals (RFP) for auditor services for Lancaster County.

FRIENDLY AMENDMENT: Heier offered a friendly amendment to require that deadlines be met and to require a performance bond.

The maker of the motion and the seconder accepted the friendly amendment.

ROLL CALL: Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

6 SELF-HELP PILOT PROJECT IN DISTRICT COURT - District Court Judge Karen Flowers; Sue Kirkland, Clerk of the District Court; Linda Sanchez-Masi, Chief Deputy Clerk of the District Court

District Court Judge Karen Flowers discussed a proposal to locate a Self-Help Center in Lancaster County District Court (a pilot project through the Nebraska Supreme Court) (Exhibit D). She said the Self-Help Center would be staffed with volunteers and the scope would likely be limited to domestic relations and landlord/tenant matters. A location in close proximity to the Clerk of the District Court's Office is recommended and a desk, telephone and computer connection would be required.

Sue Kirkland, Clerk of the District Court, said conditions in her office are crowded and proposed expansion into the public lounge space. The space could also accommodate the Self-Help Center. She said the renovation would include removing an existing wall, constructing a new wall, installing a door and providing electrical connection and estimated the cost at \$11,860. Providing computer capability and telephone lines is estimated to cost \$1,000 to \$1,500.

Flowers said it may also require removal of the north wall, which is not part of the cost estimate.

Kirkland said she has discussed the proposed renovations with Don Killeen, County Property Manager, and will apprise the Public Building Commission (PBC) later in the day.

MOTION: Hudkins moved and Stevens seconded to: 1) Pursue the pilot project concept; and 2) Explore whether demolition costs could be reduced by using jail crews. Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

ADDITIONS TO THE AGENDA

B. Microcomputer Request C#2007-083, \$632.87 from County Treasurer's Budget for Two (2) 19" LCD Monitors and One (1) Scanner (Exhibit A)

MOTION: Heier moved and Stevens seconded approval. Hudkins, Workman, Heier and Stevens voted aye. Motion carried.

C. Lincoln-Lancaster County Ecological Advisory Committee (EAC) Meeting

Heier said there was discussion of whether the Quality of Life Measure should be updated. He said the Planning Director has asked the EAC to look at the soil extraction application process and recent projects to see if there issues from their point of view and said he believes the request should have come through the County Board, as there are no soil extraction permit applications pending at the present time.

D. Comprehensive Plan Changes (Exhibit B)

Heier said he does not support the following language in County Miscellaneous No. 06016 (requested by the Director of Planning for a text amendment to the Lancaster County Land Subdivision Regulations), as the County Board would be giving up authority to make determinations : *Delete the provision that a preliminary plat shall be effective for only ten years and authorize the Planning Director to determine if a new preliminary plat may be required after five years, rather than the County Board.*

7 ADMINISTRATIVE OFFICER REPORT

A. Grants Coordinator Update

Item was moved forward on the agenda.

8 DISCUSSION OF BOARD MEMBER MEETINGS

A. Joint Budget Committee (JBC) - Stevens, Schorr

Stevens said grants to assist the homeless and a program to assist low-income individuals prepare their taxes so they can receive the earned income tax credit were discussed.

9 ADJOURNMENT

MOTION: Heier moved and Stevens seconded to adjourn the meeting at 11:54 a.m. Hudkins, Heier, Workman and Stevens voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk