

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 12, 2007
8:30 A.M.**

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

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

The Chair opened the meeting at 8:32 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE STAFF MEETING MINUTES OF THURSDAY, APRIL 5, 2007

MOTION: Stevens moved and Hudkins seconded approval of the Staff Meeting minutes dated April 5, 2007. Hudkins, Heier, Schorr, Workman and Stevens voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Letter from Topher Hansen, CenterPointe, Inc. Director, Regarding the Graduated Sanctions Request for Proposals (RFP) (Exhibit A)

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

3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant; Kristin Crawford, Vice President of Legislative Services for Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit B).

Kissel also provided a copy of LB 674 (Prohibit use of social security numbers by employers as prescribed and provide a penalty).

ADDITIONS TO THE AGENDA

- A. Letter from Topher Hansen, CenterPointe, Inc. Director, Regarding the Graduated Sanctions Request for Proposals (RFP) (Exhibit A)

The Board discussed the letter with general consensus to respond to Hansen's letter in writing, indicating that the County followed Purchasing procedures and will be evaluating the RFP responses.

ACTION ITEMS

- a. Microcomputer Request C#2007-131, \$2,609.20 from the County Attorney's Budget for Eight (8) Microsoft Office 2007 Software Licenses

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

ADMINISTRATIVE OFFICER REPORT

- A. Witness and Employee Per Diems/Maximum Daily Reimbursements

Kerry Eagan, Chief Administrative Officer, explained that Resolution No. 07-0004 (Miscellaneous Expenditures) does not apply to witnesses and suggested that the Board give consideration to setting a per diem rate for witnesses. He also recommended that the Board approve the \$30 per diem request from the County Attorney's Office (see agenda packet).

MOTION: Heier moved and Stevens seconded to: 1) Approve the witness per diem request from the County Attorney's Office; and 2) Schedule further discussion of the Miscellaneous Expenditures Resolution. Hudkins, Heier, Schorr, Workman and Stevens voted aye. Motion carried.

- C. Jamaica North Trail Dedication Invitation (April 28, 2007)

Board consensus was to let the Parks and Recreation Department send out the invitations to the dedication.

- D. Clean Your Files Week (April 22-28, 2007)

Informational only.

E. On-Call Employee for Records and Information Management

MOTION: Hudkins moved and Stevens seconded to allow Records and Information Management to proceed with hiring a permanent, on-call employee. Stevens, Workman, Schorr, Heier and Hudkins voted aye. Motion carried.

F. Illegal Dumping Crimestoppers Rewards

MOTION: Schorr moved and Heier seconded to allocate \$1,000 for illegal dumping Crimestoppers rewards, in increments of \$100. Stevens, Workman, Schorr, Heier and Hudkins voted aye. Motion carried.

G. Request from Sue Eckley, County Risk Manager, to Rename Department as Lancaster County Risk Management Department

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

H. Briefing from Property Tax Administrator Regarding Acreage Greenbelt Issues

Board consensus was to schedule the briefing on the April 19th Staff Meeting Agenda and to ask that a representative of the County Assessor's Office attend the briefing.

I. Request from County Court for Date Look-Up on Website

Board consensus was to: 1) Allow the court date look-up feature to be placed on the County's Internet website and the kiosk in the Justice and Law Enforcement Center, with development costs covered through the County's Central Development Fund; and 2) Ask the State to pay the on-going maintenance costs.

4 HEALTH INSURANCE REPORT - Bill Kostner, City Risk Manager; Leisa Futo and Jason Speer, Milliman USA

Jason Speer, Milliman USA, gave an overview of 2007 Medical and Dental Insurance Premiums and Reserves, Lancaster County, noting the following (Exhibit C):

- * Financial Monitoring Report
- * Trend Analysis - Medical & Prescription Drugs
- * Trend Analysis - Dental
- * Medical Pricing
- * Dental Pricing
- * Incurred But Not Reported (IBNR) Reserve Calculation - Medical and Prescription Drugs

- * IBNR Reserve Calculation - Dental
- * Medical and Dental Reserves

Heier asked whether the Board should look at increasing the reserves, because of the aging population.

Spears explained that will be built into the claims as the claims experience is looked at over time.

Stevens suggested that consideration be given to: 1) Reducing the County's share of premiums for part-time employees; and 2) Raising employee out-of-pocket and co-pay amounts.

The Board asked Bill Kostner, City Risk Manager, to check whether the cervical cancer vaccine is covered by the health plan.

5 BOARD OF CORRECTIONS - Mike Thurber, Corrections Director

Separate minutes.

6 LABOR NEGOTIATIONS (EXECUTIVE SESSION) - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 9:57 a.m. to discuss labor negotiations, pending litigation and the purchase of land. Hudkins, Heier, Schorr, Workman and Stevens voted aye. Motion carried.

MOTION: Stevens moved and Heier seconded to exit Executive Session at 11:01 a.m. Hudkins, Heier, Schorr, Workman and Stevens voted aye. Motion carried.

7 PENDING LITIGATION (EXECUTIVE SESSION) -Mike Thew, Chief Deputy County Attorney

See Item 6.

8 PURCHASE OF LAND (EXECUTIVE SESSION) - Don Killeen, County Property Manager; Mike Thurber, Corrections Director

See Item 6.

DISCUSSION OF BOARD MEMBER MEETINGS

- A. Monthly Meeting of Mayor, County Board Chair and Vice Chair - Workman, Heier

Workman said the Mayor indicated that a proposal to revive funding for the Lincoln-Lancaster Women's Commission will be brought forward.

9 ACTION ITEMS

- a. Microcomputer Request C#2007-131, \$2,609.20 from the County Attorney's Budget for Eight (8) Microsoft Office 2007 Software Licenses

Item was moved forward on the agenda.

10 ADMINISTRATIVE OFFICER REPORT

- A. Witness and Employee Per Diems/Maximum Daily Reimbursements

Item was moved forward on the agenda.

- B. Lancaster Manor Director

Eagan said he spoke with Ron Fetters, a contract nursing home administrator, about the interim administrator position and said he wants \$10,000 per month, a daily per diem of \$25, insurance, a place to live and a week of vacation every 90 days.

Ron Ross, Solutions, LLC, appeared and outlined what services his company could provide the County. He said he has discussed the County's reimbursement with the State and explained how the maximums (the amount the State pays for reimbursement of costs) are calculated. Ross said Lancaster County is over the maximums and is only receiving the federal share (60% for every dollar that is over the maximum allowances). He said the County is funding the loss (40%), probably through depreciation.

Stevens noted that the reimbursement to the County is after-the-fact and said the facility is operating at a loss, on a month-to-month basis.

Workman added that the County is paying off principal, which contributes to the negative cash flow.

Schorr said the administrator's resignation has provided the Board with a unique opportunity to re-evaluate how it wants to operate the facility. She said Vince Mejer, Purchasing Agent, has indicated that the Board would not be required to go out for a Request for Proposals (RFP) if it decides to go with a management company, because it would be considered professional services, but she said she believes it would benefit the County to do so.

In response to a question from Hudkins, Ross said he believes Lancaster Manor should become a Medicare certified facility as it would provide residents with more options and would help the State reduce cost. He said it would also provide an opportunity to make a small profit, if efficiently run.

Hudkins noted that the administrator had made that recommendation as well.

Stevens asked Ross whether his company would have someone that could serve as an interim administrator for 90-180 days.

Ross said yes. He explained that he is currently in the process of reactivating his nursing home license and would be willing to serve in that capacity if the Board would grant him a provisional license.

In response to a question from Stevens, Ross identified the following scenarios for the Board to consider: 1) Sell the facility; 2) Lease the facility; 3) Real Estate Investment Trust (REIT); 4) Management Company; and 5) Consulting Services.

MOTION: Schorr moved and Hudkins seconded to: 1) Direct Kerry Eagan, Chief Administrative Officer, to check on Ron Fetters' background; 2) Ask the Personnel Department to contact the Nebraska Health Care Association and Nebraska Association of Homes and Services for the Aging to identify other individuals that perform interim work and to refer those names to Eagan; and 3) Ask Vince Mejer, Purchasing Agent, to outline the process for a Request for Proposals (RFP) for management services. Heier, Hudkins, Schorr, Workman and Stevens voted aye. Motion carried.

- C. Jamaica North Trail Dedication Invitation (April 28, 2007)
- D. Clean Your Files Week (April 22-28, 2007)
- E. On-Call Employee for Records Management
- F. Illegal Dumpling Crimestoppers Reward
- G. Request from Sue Eckley, County Risk Manager, to Rename Department as Lancaster County Risk Management Department
- H. Briefing from Property Tax Administrator Regarding Acreage Greenbelt Issues
- I. Request from County Court for Date Look-Up on Website

Items C-I were moved forward on the agenda.

DISCUSSION OF BOARD MEMBER MEETINGS

D. Region V Governing Board - Schorr

Schorr said the bed allocation process for the Lincoln Regional Center went into effect on April 9th.

F. Board of Health - Schorr

Schorr said there was a presentation on communicable diseases. She said there was also an update on kennel options within the City, once the contract with the Humane Society expires.

Schorr exited the meeting at 11:35 a.m.

A. Monthly Meeting of Mayor, County Board Chair and Vice Chair - Workman, Heier

Item was moved forward on the agenda.

B. Parks and Recreation Advisory Board - Stevens

Stevens reported on development of a policy to look at the adequacy of park facilities. He said the Antelope Valley channel was also discussed.

C. Nebraska Innovation Zone Commission - Heier

No report.

D. Region V Governing Board - Schorr

Item was moved forward on the agenda.

E. Public Building Commission (PBC) - Hudkins, Workman

Workman reported that the Courthouse Plaza Building is projected to be available for occupancy in November.

F. Board of Health - Schorr

Schorr said there was a presentation on communicable diseases.

12 ADJOURNMENT

MOTION: Heier moved and Hudkins seconded to adjourn the meeting at 11:40 a.m. Hudkins, Heier, Schorr and Workman voted aye. Schorr was absent from voting. Motion carried.

Dan Nolte
Lancaster County Clerk