

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, APRIL 3, 2008
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
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF THE MINUTES OF THE THURSDAY, MARCH 27, 2008 STAFF MEETING

MOTION: Stevens moved and Heier seconded approval of the minutes of the Thursday, March 27, 2008 Staff Meeting. Heier, Stevens and Schorr voted aye. Workman abstained from voting. Hudkins was absent from voting. Motion carried.

LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant; Kristin Crawford, Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit A), noting the Agricultural Committee advanced LB 1116 to the full Legislature. The bill would move the State Fair from Lincoln to Grand Island by 2010. He said the bill does not address ownership of the Youth Complex.

Kerry Eagan, Chief Administrative Officer, said the County does not have an interest in the Youth Complex but if there is mutual termination of the lease between the State Fair Board and Agricultural Society, the County will be reimbursed for tax monies spent on the building.

Kissel said he will relay that information to Senator Erdman, Chair of the Agricultural Committee.

Hudkins arrived at the meeting at 8:35 a.m. He said it is his understanding the County may own the land under the Lancaster Building.

MOTION: Hudkins moved and Heier seconded to go on record as having questions regarding funding and the Legislature's preference for Grand Island's proposal over the proposal to keep the State Fair in Lincoln.

Workman asked Hudkins if he would quantify his motion to indicate the County Board continues to support the 84th and Havelock location due to lack of full disclosure of terms.

Schorr said she does not believe it is the County Board's place to investigate funding decisions.

The maker of the motion and the seconder withdrew their motion.

MOTION: Heier moved and Hudkins seconded to go on record in support of the State Fair remaining in Lincoln.

FRIENDLY AMENDMENT: Hudkins offered a friendly amendment to change Lincoln to Lancaster County.

The maker of the motion accepted the friendly amendment.

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

A list of interim studies was also presented (Exhibit B).

2 ADDITIONS TO THE AGENDA

- A. Leadership Link Meeting (April 17, 2008)
- B. Visitors from Afghanistan
- C. Neighborhood Associations
- D. Microcomputer Request from District Court (Exhibit C)
- E. Business Cards
- F. Planning Commission Appointment

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

- 3 LEGISLATIVE UPDATE** - Gordon Kissel, Legislative Consultant; Kristin Crawford, Kissel/E&S Associates

Item was moved forward on the agenda.

- 4 A) VISITORS IMPROVEMENT FUND GRANT PROCESS; AND B) CONVENTION AND VISITORS BUREAU CONTRACT** - Wendy Birdsall, Lincoln Chamber of Commerce President; Jeff Maul, Lincoln Convention and Visitors Bureau (CVB) Executive Director; Scott Miller, Visitors Promotion Committee (VPC) Chair; and John Chapo, Lincoln Children's Zoo Director

A) Visitors Improvement Fund Grant Process

Scott Miller, Visitors Promotion Committee (VPC) Chair, presented Lancaster County Visitors Improvement Fund Grant Guidelines (Exhibit D). Allocations will be prioritized as follows:

- Expanding and improving any existing visitor attraction.
- Planning or developing such expansion improvements, exhibits or additions.
- Acquiring or expanding exhibits for existing visitor attractions.
- Promotion and advertising costs associated with such exhibits.

It was noted requests for grant funds shall not exceed \$10,000 per organization each grant year. Funding will be through revenue generated by the lodging tax (.5% of the 2% holding fund, which equates to \$245,000).

Board consensus was to schedule a special presentation on this item on the April 8, 2008 Board of Commissioners Meeting agenda.

B) Convention and Visitors Bureau Contract

Wendy Birdsall, Lincoln Chamber of Commerce President, said the Chamber of Commerce would like to continue its contract to maintain the Convention and Visitors Bureau (the five year contract expires June 30, 2008) and proposed a five-year commitment, with an automatic renewal.

There was no objection to bringing forth an addendum to extend the original contract for a five year period, with the existing terms and conditions.

Birdsall said the Chamber would also like the ability to use lodging taxes to assist events that have substantial insurance riders, noting there would be a mechanism to recoup the funds.

Jeff Maul, Lincoln Convention and Visitors Bureau (CVB) Executive Director, said they would be rare occurrences.

Stevens suggested that requests be run by the VPC for recommendation. The Board would then decide whether to extend the funds.

Eagan recommended that it be handled as a budget item.

5 DISPROPORTIONATE SHARE HOSPITAL INTERGOVERNMENTAL TRANSFER AGREEMENT - Christine Peterson, Nebraska Department of Health and Human Services (HHS) Chief Executive Officer; Margaret Booth, HHS Hospital Program Manager; Vivianne Chaumont, Director of HHS Division of Medicaid and Long-Term Care; David Burd and Bruce Rieker, Nebraska Hospital Association (NHA); Tom Fox, Deputy County Attorney; Dennis Meyer, Budget and Fiscal Officer; Gary Chalupa, Veterans Service Officer/General Assistance Director; Ron Fetters, Lancaster Manor Administrator

Schorr said the Nebraska Department of Health and Human Services (HHS) has approached the County about participating in the Disproportionate Share Hospital (DSH) Program. The County has been asked to transfer funds to HHS equal to DSH eligible claims due designated DSH facilities (local hospitals) that have provided medical services to low-income persons covered by the County's General Assistance (GA) Program in an effort to draw down more federal funds. She said Douglas County has completed a similar agreement. Schorr noted concerns have been raised regarding other funding the County is awaiting from the State.

Stevens said the contract states there will be reimbursement by the State within five working days and said he lacks confidence in the State's ability to turn the payments around within that time frame.

Margaret Booth, HHS Hospital Program Manager, said they will be electronic payments and could have an even shorter turnaround.

Dennis Meyer, Budget and Fiscal Officer, noted the lengthy process involved in the Intergovernmental Transfer (IGT) (Medicaid) for Lancaster Manor and said it has caused cash flow issues.

Vivianne Chaumont, Director of HHS Division of Medicaid and Long-Term Care, said nursing home facilities submit their cost reports to HHS by September 30th. The reports are then audited to establish the maximums for direct and indirect costs. She said the payment Meyer is referring to is the Certified Public Expenditure (CPE), a one-time, annual payment, which is the cost Lancaster Manor is incurring above and beyond the maximum rates paid to other nursing home facilities. Chaumont said the maximums were set on March 15th and the accounting was sent to Lancaster Manor on March 31st. She said payment will be made after Lancaster Manor has notified HHS the accounting is accurate.

Hudkins said the review period needs to be shortened.

Christine Peterson, HHS Chief Executive Officer, said her department will do what it can to speed up the process.

Schorr suggested HHS consider a rolling average system.

Chaumont said it could skew the maximums.

Stevens suggested the deadline for submission of cost reports be moved up from 90 days after fiscal year end to either 60 or 75 days.

Ron Feters, Lancaster Manor Administrator, said he would be receptive to moving up the deadline. He also suggested HHS audit the cost reports in facility size order.

Stevens asked whether it would be possible to pay the County half of the previous year's reimbursement by the end of January each year to alleviate the cash flow issue.

Chaumont agreed to look into doing so.

Schorr said she would be more comfortable waiting to see how the program works in Douglas County.

Booth said there will be a loss of match, commensurate to the GA payments.

Gary Chalupa, Veterans Service Officer/General Assistance Director, estimated the payments at \$75,000 to \$100,000 per month.

MOTION: Schorr moved and Hudkins seconded to direct the County Attorney's Office to prepare a contract for the April 15, 2008 Board of Commissioners Meeting.

Chalupa said the County is only paying hospital bills for non-SSI (Social Security Income) clients and asked if the County can be reimbursed under the program if the client is later determined to be Medicaid eligible.

Booth said it should not hinder the County's ability to be reimbursed.

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

Chaumont agreed to report back on the nursing home issue in 30 days.

Schorr asked that HHS also provide periodic reports once the program is up and running.

6 COUNTY MISCELLANEOUS NO. 08005, TEXT AMENDMENT TO COUNTY LAND SUBDIVISION REGULATIONS (EXPIRATION OF FINAL PLATS) - Mike DeKalb, Planner

Mike DeKalb, Planner, gave an overview of County Miscellaneous No. 08005, a text amendment to the Lancaster County Land Subdivision Regulations to clarify and establish a deadline for the expiration of applications for final plats and administrative subdivision permits.

7 COMMUNITY RATING SYSTEM FOR FLOOD PLAINS - Dale Stertz, David Astuto and Michelle Williamson, Building and Safety Department

Dale Stertz, David Astuto and Michelle Williamson, Building and Safety Department, discussed the National Flood Insurance Program's (NFIP's) Community Rating System (CRS), a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements (Exhibits E & F). It was noted that flood insurance premium rates are discounted in increments of 5%, based on classifications, for CRS participating communities. Lancaster County would likely receive a Class 9 rating, with a 5% discount. Lincoln is currently rated Class 7, with a 15% discount.

Heier exited the meeting at 10:25 a.m.

Stertz said he also plans to present the information to the Hickman City Council.

NOTE: Hickman contracts with Stertz for building permits and zoning issues.

MOTION: Heier moved and Stevens seconded to participate in the Community Rating System (CRS). Hudkins, Workman, Stevens and Schorr voted aye. Heier was absent from voting. Motion carried.

There was also consensus to schedule discussion of the CRS program at the next meeting with village representatives.

Heier returned to the meeting at 10:30 a.m.

8 DISPROPORTIONATE MINORITY CONTACT GRANT APPLICATION
- Sara Hoyle, Juvenile Justice Coordinator

Sara Hoyle, Juvenile Justice Coordinator, requested authorization to apply for a grant to develop of a cultural specific program for Latino youth and their families (Exhibit E).

MOTION: Schorr moved and Stevens seconded approval, with signature by the Chair. Schorr, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

ADDITIONS TO THE AGENDA

A. Leadership Link Meeting (April 17, 2008)

Hudkins agreed to speak at the meeting.

B. Visitors from Afghanistan

Workman said six government officials from Afghanistan will be visiting Lincoln on April 16th and would like to meet with a commissioner.

Stevens agreed to meet with the group.

C. Neighborhood Associations

Heier said he has notified the neighborhood associations he is available to discuss the jail project. He also suggested the use of jail labor to assist with neighborhood cleanup efforts.

MOTION: Hudkins moved and Heier seconded to write a letter to the neighborhood associations, with signature by all members of the Board, volunteering jail labor to pick up trash from neighborhood cleanup drives, provided the City provides the trucks and drivers. Hudkins, Heier, Workman, Stevens and Schorr voted aye. Motion carried.

E. Business Cards

Thorpe said Commissioner Hudkins needs new business cards and asked whether the Board would prefer to order the cards with a raised seal or a printed seal, which is less expensive.

Board consensus was to go with the less expensive option.

F. Planning Commission Appointment

It was noted that Stan Matzke has declined nomination.

Board consensus was to hold the item one week to allow Board members time to come up with another name.

9 PENDING LITIGATION - Tom Fox, Deputy County Attorney; Sue Eckley, County Risk Manager; Ron Fetters, Lancaster Manor Administrator

MOTION: Schorr moved and Heier seconded to enter Executive Session at 11:05 a.m. for discussion of pending litigation. Schorr, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

MOTION: Stevens moved and Schorr seconded to exit Executive Session at 11:19 a.m. Schorr, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

10 ADDITIONAL ELECTRONIC MONITORS - Kim Etherton, Community Corrections Director

Kim Etherton, Community Corrections Director, requested authorization to purchase 15 additional Home Guard Units (cell units). The cost of the equipment and monitoring service is \$23,835.00 (Exhibit F).

Dennis Meyer, Budget and Fiscal Officer, appeared and suggested Etherton cover the expense out of her budget. He said the Board can appropriate additional funds to Community Corrections if there is a shortfall.

Ether indicated plans to include a line item for the monitoring equipment in next year's budget.

Bob Walla, Assistant Purchasing Agent, appeared and noted there have been on-going purchases of the equipment. He suggested the Board consider an annual supply contract and bringing in a receiver to monitor the units, rather than contracting with a monitoring service.

Etherton also requested authorization to hire an additional full-time clerk to sign offenders up for house arrest and community service. Etherton said the case workers are currently performing this duty and said this would help free up their time for other duties. The cost is estimated at \$3,938.00 for the remaining two months of the fiscal year.

MOTION: Hudkins moved and Stevens seconded to approve the request for additional Home Guard Units, the monitoring service and an additional clerk. Hudkins, Heier, Stevens, Schorr and Workman voted aye. Motion carried.

There was also consensus to have the Purchasing Department to look at the need for monitoring equipment on a comprehensive basis in preparation for next year's budget.

11 ACTION ITEMS

A. Microcomputer Requests:

- 1) C#2008-132, \$1,643.84 from District Court Judges' Budget for a PC, 17" Monitor and Software

Eagan said a used computer has been made available, reducing the cost to \$894.66 (Exhibit G).

- 2) C#2008-144, \$1,596.45 from Public Defender's Budget for Four (4) Headsets, Four (4) Dragon Naturally Speaking Preferred 9.0 Upgrades, Four (4) Headsets, and Two (2) Laser Printers
- 3) C#2008-150, \$2,984.37 from County Engineer's Budget for HP Compaq Notebook PC, Other Hardware and Software
- 4) C#2008-149, \$14,263.93 from Corrections' Budget for Eleven (11) PC's, Thirteen (13) 19" Monitors, Software, Etc. (Exhibit H)

Schorr asked that Item A4 be held for additional information.

MOTION: Schorr moved and Hudkins seconded to: 1) Approve Item A1, with the noted correction, and Items A2 and A3; and 2) Hold Item A4. Hudkins, Heier, Workman, Stevens and Schorr voted aye. Motion carried.

ADDITIONS TO THE AGENDA

D. Microcomputer Request from District Court (Exhibit C)

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

Stevens exited the meeting at 10:56 a.m.

B. Payroll Insert for April 17, 2008 (Wellness Newsletter)

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

12 ADMINISTRATIVE OFFICER REPORT

A. Bryan/LGH Lab Contract

Eagan said the County Attorney's Office has indicated it will not necessary to go out for bid.

B. Abbott Motocross Track Engineering Bids

Eagan reported selection of Big Muddy Workshop, Inc.

Stevens returned to the meeting at 10:59 a.m.

C. Breast Pump Update

Schorr said she would like the County to donate the breast pump to MilkWorks Breastfeeding Center which will make the equipment available to county employees at no cost. She said the County Attorney's Office has some concerns regarding the proposal which are still being worked out.

D. Calling Cards Update

Board consensus was to cancel the calling cards.

E. Pension Request for Proposals (RFP) Update

Eagan said Frank Picarelli, Pension Plan Consultant, is working on the final draft of the RFP. He said the intent is to get the RFP out on April 15th and said as many as eight bidders are expected.

There was Board consensus to ask Nationwide Retirement Solutions (NRS) to extend their existing contract through the end of the year.

13 DISCUSSION OF BOARD MEMBER MEETINGS

A. Lancaster Manor Advisory Committee - Hudkins

Hudkins reported a change in the Housekeeping Department.

B. Lincoln-Lancaster County Ecological Advisory Committee (EAC) - Heier

Heier said the Planning Department gave a report on acreages.

C. Chamber Coffee - Stevens

No report.

14 ADJOURNMENT

MOTION: Heier moved and Schorr seconded to adjourn the meeting at 11:45.
Hudkins, Heier, Workman, Stevens and Schorr voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk