

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, JUNE 12, 2008  
8:30 A.M.**

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

Commissioners Absent: Bob Workman, Chair

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

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

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,  
JUNE 5, 2008**

**MOTION:** Stevens moved and Hudkins seconded approval of the Staff Meeting minutes of June 5, 2008. Stevens, Heier and Hudkins voted aye. Schorr was absent from voting. Motion carried.

**2 ADDITIONS TO AGENDA**

- A. Correspondence from Ron Feters, Lancaster Manor Administrator, Regarding Business Card Pricing ( Exhibit A)
- B. Storm Update
- C. Rural Emergency Medical Services Contract

**MOTION:** Stevens moved and Hudkins seconded approval of the additions to the agenda. Stevens, Heier and Hudkins voted aye. Schorr was absent from voting. Motion carried.

### 3 BUDGET WORK SESSION - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, gave an overview of the following documents (Exhibit B):

- \* Lancaster County, Property Tax Funded Budgets, Fiscal Year 2009 Requested Compared to Fiscal Year 2008 Adopted

Meyer said the document now reflects figures for the County Engineer and Geographic Information System (GIS) and a reduction for Veterans Services.

Schorr arrived at 8:35 a.m.

- \* Lancaster County, Budget Year 2009, List of Possible Reductions in Expenditures or Increases in Revenue

Meyer said the Community Mental Health Center (CMHC) has indicated a \$100,000 increase in revenue. He said it may be related to additional funding from the State for behavioral health but said he will seek clarification from Judi Tannahill, Administrative Services Officer.

In response to a question from Hudkins, Meyer said CMHC's numbers include funding for The Heather (a community transition program).

Meyer recommended the Board reduce the Contingency Fund by \$200,000 and Board of Equalization (BOE) by \$100,000.

Schorr suggested the Board ask Information Services (IS) to evaluate the microcomputer requests.

Heier asked whether the County Attorney's microcomputer request could be funded through the Drug Forfeiture Fund.

Gary Lacey, County Attorney, appeared and said no. He said the Board is responsible for providing his department with computers and he cannot relieve the Board of that responsibility by using Drug Forfeiture Funds.

Meyer said the Capital Humane Society has requested an increase in billable services. He said they would like to increase the contract to \$32,000. Collected fees will be remitted back to the County (approximately \$2,500).

Discussion took place on whether to retain membership in the National Association of County Officials (NACo). The cost is \$5,000.

**MOTION:** Stevens moved and Schorr seconded to drop membership in the National Association of County Officials (NACo).

Hudkins suggested the issue be delayed until Commissioner Workman can participate in the discussion. Workman is the designated representative to NACo.

Stevens said Workman had expressed concern regarding participation in NACo's Prescription Discount Card Program and said he is not sure the County has to be a member of NACo in order for Lancaster County residents to take advantage of the program.

Hudkins said clarification is needed.

**MOTION:** Hudkins moved and Schorr seconded to postpone the matter indefinitely. Schorr, Heier and Hudkins voted aye. Stevens voted no. Motion carried.

Discussion then focused on the Youth Services Center (YSC) budget and whether to pursue a contract with the Nebraska Department of Health and Human Services (HHS).

**MOTION:** Hudkins moved and Stevens seconded to authorize the Chair and Vice Chair to contact the Nebraska Department of Health and Human Services (HHS) again to try to establish a State contract for juvenile services, once the actual per diem for the fiscal year is determined. Hudkins, Stevens and Heier voted aye. Schorr voted no. Motion carried.

Schorr questioned whether the proposed elimination of assessment services would have an impact on the Juvenile Court.

There was Board consensus to schedule discussion of the YSC budget with Michelle Schindler, Youth Services Center Director, at the next Staff Meeting.

**4 UNICO CONTRACT** - Sue Eckley, County Risk Manager; Tom Champoux, UNICO Group, Inc.; Tom Fox, Deputy County Attorney

Tom Champoux, UNICO Group, Inc., presented the following documents (Exhibit C):

- \* List of Broker Services Provided to Lancaster County
- \* Consulting Fee Historical Analysis

Champoux discussed his company's proposal for a new four-year contract with a base rate of \$32,000 and a maximum three percent annual increase.

Sue Eckley, County Risk Manager, said the City pays \$42,500 a year for comparable services.

In response to a question from Hudkins, Champoux said his company would be willing to enter into a five-year contract, with a base rate of \$28,957 (the current rate) and a maximum three percent annual increase.

**MOTION:** Stevens moved and Schorr seconded to direct the County Attorney's Office to prepare a five-year contract with UNICO Group, Inc., with a base rate of \$29,825 and a maximum three percent annual increase. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried.

## **5 NEW EMPLOYEE PACKET - Don Taute, Personnel Director**

Don Taute, Personnel Director, discussed the contents of the new employee packet (Exhibit D). He said flyers from health/fitness centers are allowed if they offer County employees a corporate rate.

Stevens asked whether health/fitness centers are a protected class.

Taute said no, but fitness is encouraged.

It was noted the Snap Fitness is offering membership discounts for County Employees and has requested inclusion of a flyer with the pricing structure (see May 8, 2008 Staff Meeting minutes).

**MOTION:** Schorr moved and Stevens seconded to allow a flyer from Snap Fitness to be included in the new employee packet. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried.

## **ADMINISTRATIVE OFFICER REPORT**

- A. Correspondence from Alan Kalmanoff (Institute for Law and Policy Planning)

Board consensus was to share the letter with the architects and consultants for the new jail.

- B. Request to Sell Surplus Property on North 27<sup>th</sup> Street, North of Highway 34

The Board discussed the request from Jim Burden, 7000 Northwest 27<sup>th</sup> Street, to purchase two tracts of surplus property adjacent to his property from Lancaster County (see agenda packet).

Hudkins said he would like an opportunity to visit with George Cook, an adjoining property owner, as it involves access to his property.

Board consensus was to delay action on the request.

### C. Jail Questions

Kerry Eagan, Chief Administrative Officer, said Mike Thurber, Corrections Director, has agreed to respond to a list of questions submitted by the Mayor's Office regarding the jail.

- 6 A) PILOT PROGRAMS; AND B) DRUG TESTING TECHNICIAN** - Kim Etherton, Community Corrections Director; Gary Lacey, County Attorney; Dennis Keefe, Public Defender

#### **A) Pilot Programs**

Kim Etherton, Community Corrections Director, requested authorization to develop two pilot programs for a six to nine month period. The first would involve hiring a screener who would work overnight to screen individuals booked into the jail to find additional candidates for electronic monitoring. The second would involve allowing higher-risk offenders, such as those with felony DUI (driving under the influence) and domestic assault cases, to participate in the pre-trial release program. She said in the case of a domestic assault, the individual would need to find alternative housing.

Gary Lacey, County Attorney, said he supports the proposal provided there is close supervision, which would involve Global Positioning Satellite (GPS) tracking. He said the judges will need to give law enforcement the authority to respond and pick up offenders if they breach their boundaries. Lacey said Tom Casady, Chief of Police, has indicated he is amenable to doing so, but lacks the officers. He said another option would be have Sheriff's deputies respond.

Dennis Keefe, Public Defender, also spoke in support of the proposal.

Heier said he would like feedback from professionals before he would endorse applying it to domestic violence offenders.

Etherton said she discussed the idea two years ago with a representative of the Domestic Violence Coalition and an individual with the Lincoln Police Department (LPD) Victim Witness Unit and said they were supportive because it would allow the offenders to work and support their families. She said she will revisit the issue with them.

There was general consensus to proceed. Etherton and Lacey were asked to visit with law enforcement and report back.

## **B) Drug Testing Technician**

Etherton noted there was action a couple of years ago to move the Drug Court Supervision Officers from State to County employment, with reimbursement by the State. She said the State also pays for Drug Testing Technicians for Drug Courts and said the one assigned to Lancaster County's Drug Court split their time with Adult Probation. Adult Probation has hired another individual to handle their drug testing and the State has asked that the Drug Testing Technician position be transferred to the County. The State will continue to provide reimbursement. Etherton said the County does not have a Drug Testing Technician position and requested authorization to work with the Personnel Department to create the position.

**MOTION:** Schorr moved and Stevens seconded to authorize Kim Etherton, Community Corrections Director, to initiate the process to create a Drug Testing Technician position. Schorr, Stevens, Hudkins and Heier voted aye. Motion carried.

### **7 PENDING LITIGATION - Tom Fox, Deputy County Attorney**

**MOTION:** Schorr moved and Hudkins seconded to enter Executive Session at 10:17 a.m. for discussion of pending litigation. Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

**MOTION:** Stevens moved and Schorr seconded to exit Executive Session at 10:28 a.m. Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

### **8 TEMPORARY EMPLOYEE EXTENSION - Dennis Keefe, Public Defender**

Dennis Keefe, Public Defender, requested authorization to retain a part-time temporary employee through September 30, 2008 (estimated cost is \$6,300), noting there should be a decision by then on his request for an additional support staff position. He said he has sufficient funds in his budget to cover the salary and asked that funds in his Fiscal Year 2008 budget be carried over for that purpose. Keefe added that he is willing to accept two part-time employees, rather than the additional full-time position he requested in the Fiscal Year 2009 budget.

**MOTION:** Stevens moved and Hudkins seconded approval of the request and directed Dennis Keefe, Public Defender, to check with Dennis Meyer, Budget and Fiscal Officer, on whether the funds for the part-time temporary employee could be encumbered in the budget. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried.

## **9 ACTION ITEMS**

A. Microcomputer Request No. 47770, \$1,449.35 from Human Services Department Budget for a Laptop Computer and Software

**MOTION:** Hudkins moved and Schorr seconded approval of the request, provided there is no direct cost to the County. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried.

## **10 ADMINISTRATIVE OFFICER REPORT**

- A. Correspondence from Alan Kalmanoff (Institute for Law and Policy Planning)
- B. Request to Sell Surplus Property on North 27<sup>th</sup> Street, North of Highway 34
- C. Jail Questions

Items A, B and C were moved forward on the agenda.

## **11 DISCUSSION OF BOARD MEMBER MEETINGS**

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

Heier said the meeting is scheduled for June 17<sup>th</sup>.

B. Railroad Transportation Safety District (RTSD) - Workman, Stevens, Schorr

Schorr said a budget request of \$.026 per \$100 of property valuation was approved. A request from the City for \$200,000 from the RTSD budget to study the cost of moving railroad tracks in conjunction with the West Haymarket Plan was rejected. She said additional information on this issue will be presented at the next RTSD meeting in September.

C. Region V - Schorr

Schorr said C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program, is scheduled to update the Board at the next Staff Meeting on how he will allocate the additional behavioral health funding that came to Region V through the State budget.

D. Meeting of Public Building Commission (PBC) Chair, Vice Chair and Mayor - Hudkins

Heier said discussion focused on how the Public Building Commission (PBC) would serve as a conduit for a joint bond issue for the jail and cafeteria service in the County-City Building.

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

Hudkins said a work session was held to discuss plans for the 3<sup>rd</sup> Floor of the County-City Building. He said the County Attorney has indicated he would like to move his offices into the space, reuniting all his divisions.

F. Officials Meeting - Workman, Heier

The meeting will be held later in the day.

G. Air Pollution Control Advisory Committee - Hudkins

Hudkins said he was unable to attend the meeting.

H. Board of Health - Schorr

Schorr said there were presentations on Health Promotion and Outreach and School-Based Dental Screening Programs. She also reported Dr. Catherine Alley, DDS, has resigned from the Board of Health and said Bruce Dart, Lincoln-Lancaster County Health Department Director, would like to fill the vacancy with a veterinarian. Board members offered the following names: Dr. Jerry Burkey, DVM ; Dr. Kent Forney, DVM; Dr. Linda Stitch, DVM; and Dr. Tom Thurber, DVM.

**ADDITIONS TO AGENDA**

A. Correspondence from Ron Feters, Lancaster Manor Administrator, Regarding Business Card Pricing ( Exhibit A)

Board consensus was to forward the correspondence to the Purchasing Department for comment.

## B. Storm Update

Eagan gave an update on the previous night's storm, noting heavy rain, flooding and cloud rotation over Lincoln.

Hudkins said he heard reports that Hallam's warning sirens failed.

Eagan said a number of sirens failed, due to battery failure. He said sirens in Hallam sounded initially, but failed during later activation.

## C. Rural Emergency Medical Services Contract

It was noted only one bid was received, from Lincoln Fire and Rescue (LFR), and it was delivered to the Rural Emergency Medical Response Ad Hoc Committee.

## 12 ADJOURNMENT

**MOTION:** Schorr moved and Stevens seconded to adjourn the meeting at 11:02 a.m. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried.

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Dan Nolte  
Lancaster County Clerk