

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, DECEMBER 04, 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
and Interim Lancaster Manor Administrator
Dan Nolte, County Clerk
Cori Beattie, Deputy County Clerk
Ann Taylor, County Clerk's Office

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

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES, THURSDAY,
NOVEMBER 20, 2008**

MOTION: Schorr moved and Stevens seconded approval of the minutes of the November 20, 2008 Staff Meeting.

Stevens clarified his statement that Jeff Maul, Lincoln Convention and Visitors Bureau (CVB) Executive Director, is not optimistic that bids for the high school tournaments will be awarded to Lincoln unless there is a new arena in the report he gave at the November 20th Staff Meeting on the Visitors Promotion Committee (VPC) meeting. He said Maul was referring to the high school basketball tournaments.

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

2 ADDITIONS TO AGENDA

- A. Payroll Insert for Leadership Link (Exhibit A)
- B. Media Jail Tour

- C. SPAM Challenge
- D. Lancaster Manor Tour

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

3 A) PROPOSED GRADUATED SANCTIONS PROGRAM FUNDING; AND B) SAFE HAVEN LETTER TO LEGISLATURE - Kit Boesch, Human Services Administrator; Sara Hoyle, Juvenile Justice Coordinator

A) Proposed Graduated Sanctions Program Funding

Sara Hoyle, Juvenile Justice Coordinator, presented Juvenile Justice Graduated Sanctions Proposed 2009-2010 Funding (Exhibit B), noting a 1% increase (\$5,609) is requested for Funding Year 2009-2010.

Hudkins suggested the need for a single point of access.

Kit Boesch, Human Services Administrator, said they will be coming back with ideas on how to address that need.

Board consensus was to consider the funding request at the Mid-Year Budget Retreat.

B) Safe Haven Letter to Legislature

Boesch discussed a letter to Nebraska State Senators suggesting the Safe Haven Law has illuminated the need to improve the system and help families who don't know where to turn for help (see letter draft in agenda packet). She said she will be meeting with State Senator McGill to discuss options.

MOTION: Hudkins moved and Stevens seconded to authorize Kit Boesch, Human Services Administrator, to send the letter to the Nebraska Legislature, with signature by Boesch and the County Board Chair.

Stevens asked Eagan to make minor revisions to the letter to make it more current.

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

Stevens asked Boesch to comment on the effectiveness of the 2-1-1 Network (a single source of information about community services, human services and critical intervention).

Boesch said it is only as effective as the information agencies provide. She added there are no funds for marketing.

4 COUNTY SPECIAL PERMIT NO. 08047, GARDEN CENTER AT SOUTH 148TH STREET AND OLD CHENEY ROAD - Mike DeKalb, Planner

Mike DeKalb, Planner, gave an overview of County Special Permit No. 08047, a request to locate a garden center on approximately 18 acres at South 148th Street and Old Cheney Road (Exhibit C). He said testimony before the Planning Commission focused on the concept of businesses along South 148th and traffic concerns. The County Engineer suggested the applicant relinquish his access to South 148th Street and move his access further west to Old Cheney Road. The applicant was agreeable. Planning staff and the Planning Commission have recommended conditional approval.

5 COMMUNITY MENTAL HEALTH CENTER (CMHC) PSYCHIATRIST - Dean Settle, Community Mental Health Center (CMHC) Director; Travis Parker, CMHC Deputy Director; John Cripe, Classification and Pay Manager

Dean Settle, Community Mental Health Center (CMHC) Director, said Dr. Bohart (Psychiatrist I) has indicated she will be moving out of state within the next six months. He said Dr. Roy (Clinical Director) has located a psychiatrist who is interested in moving to Lincoln (Dr. Nadala). Settle said Dr. Nadala currently serves as the medical director at Richard H. Young Psychiatric Hospital and has indicated he is willing to join the CMHC staff, at 20 hours per week, effective January 5, 2009. Dr. Nadala's time will increase to 32 hours per week after Dr. Bohart leaves. He said Dr. Nadala has requested salary and benefits and suggested a salary of \$89 per hour (annual equivalency of \$185,120) would be appropriate.

Schorr asked whether Dr. Nadala would have a private practice, as well.

Settle said he would, but CMHC would serve as his primary employment.

Hudkins asked whether the County can request exclusive services.

Settle said it is difficult because the psychiatrists often must care for patients after they are dismissed. They also receive referrals from the courts and Social Security for individuals not served at CMHC.

Settle reported that Dr. Roy has reduced his outside contracts and indicated a willingness to devote more time to CMHC. He recommended that Dr. Roy be given the title of Medical Director to reflect his commitment and his salary be increased from \$93.36 to \$95 per hour (annual equivalency of \$197,600).

The Board scheduled the appointment on the December 9, 2008 County Board of Commissioners Meeting agenda.

Settle also requested that the contract with Lisa Young, nurse practitioner, be increased from 32 up to 36 hours per week. He said all of the changes he has outlined will fit within the existing budget.

Heier asked John Cripe, Classification and Pay Manager, how many salaried employees working 20 hours a week receive benefits.

Cripe said he will have to look it up and will forward the information to Heier.

Heier asked if the County could specify that Dr. Nadala can receive benefits if he agrees to work his way up to 32 hours per week.

Settle said he will draft an appointment letter with the terms and conditions of employment and will copy the Board.

6 LANCASTER MANOR UPDATE - Gwen Thorpe, Interim Lancaster Manor Administrator; Jerry Allen, Facilities Manager; Don Killeen, County Property Manager; Sue Eckley, County Risk Manager; Dennis Meyer, Budget and Fiscal Officer; T.J. Schirmer, and Greg Newport, The Clark Enersen Partners

Discussion took place regarding electrical repairs at Lancaster Manor (the electrical system was recently damaged when a water main broke and flooded the basement).

Hudkins said he believes the main master switchboard, which was underwater in the flood, needs to be moved.

T.J. Schirmer, The Clark Enersen Partners, said relocation to a custodial closet had been suggested, but said but there isn't sufficient clearance or exits. He said it may be possible to move some of the emergency equipment there.

Greg Newport, The Clark Enersen Partners, said there may be better alternatives.

Don Killeen, County Property Manager, said he is primarily concerned with moving the transfer for the back-up generator. He said moving all of the switch gear is probably cost prohibitive.

Jerry Allen, Facilities Manager, gave an overview of preventive measures that have been put in place.

Hudkins said the list of electrical companies that can respond to an emergency needs to be expanded.

Sue Eckley, County Risk Manager, said \$100,000 of the insurance settlement can be used to bring the facility up to code. She indicated the County has received a check from the insurance company in the amount \$307,631.24, based on estimates. Liability is still being assessed.

The Board requested cost estimates for moving the electrical components.

Allen presented a 5-Year Replacement Plan (Exhibit D). He was asked to get cost estimates for items shown through 2010 for the Board's consideration at the Mid-Year Budget Retreat.

Gwen Thorpe, Interim Lancaster Manor Administrator, noted the facility was cited by the State and said they have reviewed and approved the plan of correction. She said she is still waiting to hear from Centers for Medicare & Medicaid Services (CMS) whether they will be imposing denial of payment for new Medicare and Medicaid admissions, effective December 18th.

Thorpe said she remains firm in her recommendation to terminate the contract with the nurse consultant.

The Board concurred with the recommendation.

Thorpe said she has discovered that the Business Office has not been billing, and has not attempted to collect some bills, at the direction of the previous administrator. She said there is a great deal of money outstanding. Thorpe said Lancaster Manor will be implementing the Life System (accounting system). She said Dennis Meyer, Budget and Fiscal Officer, is looking into the accounts receivable component and said she is looking for a comprehensive nursing home software package. Thorpe said a comptroller, who understands Medicaid and Medicare, is also strongly recommended.

Heier exited the meeting at 9:56 a.m.

Meyer appeared and said there are still cash flow issues at the Manor and said he is concerned that previously provided figures were not legitimate.

MOTION: Schorr moved and Hudkins seconded to authorize Gwen Thorpe, Interim Lancaster Manor Administrator, in consultation with Dennis Meyer, Budget and Fiscal Officer, to begin the process to hire a controller for Lancaster Manor. Hudkins, Stevens, Workman and Schorr voted aye. Heier was absent from voting. Motion carried.

Thorpe recommended the Board make a decision by the first of the year on the future direction of Lancaster Manor.

Board consensus was to schedule a two-hour work session at Lancaster Manor, followed by a tour of the facility (tentative date is January 22, 2009).

7 MILLIMAN USA CONTRACT - Tom Fox, Deputy County Attorney; Sue Eckley, County Risk Manager

Tom Fox, Deputy County Attorney, said the Board signed a contract last year with Milliman USA for consulting services for the County's medical and dental employee benefit plans. The contract was for a twelve month term (June 1, 2007 to May 31, 2008) with an option to renew for two, one-year terms. However the renewal did not take place. It was not discovered until Sue Eckley, County Risk Manager, requested an addendum to allow for an actuary study. He noted, under the terms of the agreement, there is a fee adjustment for first renewal of the contract (20% increase). For subsequent renewals, the fee adjustment shall not exceed the Consumer Price Index (CPI) for the Lincoln area. Fox asked whether the Board wants to proceed with renewal.

Fox was asked to research the matter further and report back.

Heier returned to the meeting at 10:23 a.m.

8 JAIL FINANCE - Scott Keene, Ameritas Investment Corporation

Scott Keene, Ameritas Investment Corporation, said there hasn't been a dramatic improvement in the competitive sale market and recommended the County delay a bond sale to finance the new county jail until January, 2009. He also recommended the County Board and City Council proceed with resolutions authorizing the Lancaster County Correctional Facility Joint Public Agency (JPA) to proceed with issuance of the bonds.

The Board concurred with the recommendations.

Schorr asked Dennis Meyer, Budget and Fiscal Officer, whether the County has sufficient cash flow to cover any bills that might come in before receipt of the bond proceeds.

Meyer said it is not an issue, at this point, as the only bills that have been submitted are from the architect.

Keene said the County could potentially have the bond proceeds by the end of January.

Stevens asked Keene whether the bond ratings will be released next week.

Keene said he will inform the rating agencies of the delay. They may decide to go ahead and assign the ratings or hold off until January, as well.

Heier noted that Board members may be out of town for the holidays and asked whether Board members can vote by phone.

MOTION: Heier moved and Hudkins seconded to request a legal opinion on whether Board members can vote by phone. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

9 MID-YEAR BUDGET LETTER AND MEETING DATE - Dennis Meyer, Budget and Fiscal Officer

Board consensus was to hold the Mid-Year Budget Retreat on February 11th, at a location to be determined.

Dennis Meyer, Budget and Fiscal Officer, will send a mid-year budget letter to county departments, including valuation projections.

ADDITIONS TO AGENDA

A. Payroll Insert for Leadership Link (Exhibit A)

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

B. Media Jail Tour

Heier reported on a recent tour of the jail by the Lincoln Journal Star's editorial staff.

C. SPAM Challenge

Board members each contributed \$5.00 to purchase cans of SPAM (canned meat) for the Mayor's SPAM Challenge (the Mayor has pledged to match donations of SPAM to the Food Bank, up to 200 cans).

D. Lancaster Manor Tour

See Item 6.

10 ACTION ITEMS

- A. Request from Corrections Department to Purchase Awards for 36 Volunteers (Total Cost is Under \$200)

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

- B. Microcomputer Request C#50708, \$1,029.10 from District Court Budget for PC & Software

MOTION: Stevens moved and Hudkins seconded approval, provided the State pays the lease on the computer. Schorr, Heier, Workman, Stevens and Hudkins voted aye. Motion carried.

11 ADMINISTRATIVE OFFICER REPORT

- A. Claim for Review, Payment Vouchers 197449, 197450 & 197451 from Lancaster Manor Totaling \$2,940 to NRG Media LLC

Thorpe gave an explanation of the claim.

MOTION: Stevens moved and Schorr seconded to handle the claim through the regular claims process at the December 9, 2008 County Board of Commissioners Meeting. Schorr, Heier, Workman, Stevens and Hudkins voted aye. Motion carried.

- B. County Board Officers

The Board scheduled election of officers on the December 9, 2008 County Board of Commissioners Meeting agenda.

- C. National Association of County Officials (NACo) Infrastructure Survey

There was general consensus to list the following infrastructure projects: One and Six Year Road and Bridge Improvement Program; Jail; South Beltway; and East Beltway.

- D. Adoption of One & Six Year Road & Bridge Plan

The Board scheduled the item on the December 9, 2008 County Board of Commissioners Meeting agenda.

E. Board Invitations

The Board decided to no longer list invitations on the agenda or include copies in the agenda packet. A list will be circulated among Board members instead.

12 DISCUSSION OF BOARD MEMBER MEETINGS

A. Lincoln Independent Business Association (LIBA) Monthly Meeting - Workman, Stevens

Stevens said Coby Mach, LIBA Executive Director, requested a copy of the County's legislative agenda.

B. Downtown Lincoln Association (DLA) - Stevens

Stevens said he did not attend the meeting.

C. Community Mental Health Center (CMHC) Advisory Board - Stevens

Stevens said CMHC is exchanging information with a county-run mental health facility in Topeka, Kansas and said Dean Settle, CMHC Director, believes discussions with comparable facilities are more beneficial than attending conferences and training sessions. He also reported there are on-going discussions with Corrections about how to provide mental health services in the new jail facility.

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

Heier said goals were discussed. He said Glenn Johnson, Lower Platte South Natural Resources District (NRD) General Manager, anticipates additional funding from the federal Recreational Trails Program for the motocross track at the Abbott Sports Complex and said construction could begin in the spring, with completion in the fall. Heier noted the motocross track is considered a governmental project and no permit or public hearing is necessary.

E. Meeting with Mayor - Workman, Heier

Workman said Mayor Beutler wants to create an Energy Manager position and asked if the County would be willing to help fund the position.

Board members questioned the need for the position and requested presentations by the Nebraska Energy Office and District Energy Corporation at a City-County Common Meeting.

F. Chamber Coffee - Stevens, Hudkins

Stevens said it was a community consensus exercise and said participants discussed what they believe are the highest priorities within the community. The Chamber will use the information to develop its legislative agenda.

13 EMERGENCY ITEMS AND OTHER BUSINESS

The Board cancelled the December Management Team Meeting.

14 ADJOURNMENT

MOTION: Stevens moved and Schorr seconded to adjourn the meeting at 11:37 a.m. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk