

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, APRIL 15, 2010  
8:30 A.M.**

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

Commissioners Absent: Bob Workman

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 8:31 a.m.

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES, THURSDAY, APRIL 8, 2010**

**MOTION:** Stevens moved and Schorr seconded approval of the April 8, 2010 Staff Meeting minutes. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried 4-0.

**2 ADDITIONS TO THE AGENDA**

A. Payroll Insert Regarding the 457(b) Deferred Compensation Plan (Exhibit A)

**MOTION:** Schorr moved and Stevens seconded approval of the additions to the agenda. Schorr, Stevens, Hudkins and Heier voted aye. Motion carried 4-0.

**3 LEGISLATIVE UPDATE - Gordon Kissel and Joe Kohout, Kissel/E&S Associates (Legislative Consultants)**

Joe Kohout, Legislative Consultant, gave a legislative update (Exhibit B).

**4 COMMUNITY MENTAL HEALTH CENTER (CMHC) INFORMATION TECHNOLOGY CONVERSION TO SOUTHEAST NEBRASKA BEHAVIORAL HEALTH INFORMATION NETWORK (SNBHIN) -**  
Travis Parker, CMHC Deputy Director; Wende Baker, SNBHIN Executive Director

Wende Baker, Southeast Nebraska Behavioral Health Information Network (SNBHIN) Executive Director, said SNBHIN was created as a Regional Health Information Organization (RHIO) for the purpose of developing and implementing a behavioral health integrated information and data management system (Exhibit C). Twelve providers will participate in a Central Data Repository (CDR), submitting information that becomes the care record that is shared between the providers and the network. The information will also be uploaded to the Nebraska Department of Health and Human Services' Magellan (Behavioral Health and Medicaid Managed Care) System. She said SNBHIN has contracted with NextGen Healthcare for the CDR and an Electronic Medical Record (EMR) System that will be integrated with the CDR and said CMHC, Blue Valley Behavioral Health Center (Beatrice) and Bryan/LGH Health System have agreed to participate in a pilot to implement the system this fall.

Travis Parker, Community Mental Health Center (CMHC) Deputy Director, said his department will benefit through cost savings (eliminating duplicate data entry and through efficiencies in the scheduling and billing components). He said SNBHIN will also provide CMHC with computer equipment and access to the new Project Manager.

Schorr asked Baker whether she envisions the network being expanded beyond the 12 providers.

Baker said that could happen but said the initial focus has been on this region. She said all of the publicly funded behavioral health providers in the State use this dataset and said many are in the market for an EMR System. Baker said the cost of the system will decrease as the number of participants increases.

Parker said the big "push" in behavioral health is to move to integrated primary care. He said CMHC works primarily with three community providers. One is the People's Health Center, which also happens to be on the NextGen System.

Baker said SNBHIN will be receiving stimulus funding and said one of the requirements is a connection to the Nebraska Health Information Initiative (NeHII), the statewide health information exchange. She said SNBHIN will be able to receive and view medical records through that process and will be able to upload behavioral health records. Baker stressed that steps will be taken to protect the quality of the data and the patients' information and privacy.

Stevens inquired about costs.

Parker said the cost will be approximately a third to a half the cost if CMHC had done this on their own. He said the major expenses will be licenses, training and maintenance of the system and said CMHC would like to use the unexpended funds in its budget towards those costs. Parker said CMHC does not intend to ask the Board for additional monies to fund the project.

Schorr asked whether Information Services (IS) has been involved in any of the discussions.

Parker said the system is web-based so CMHC's reliance upon IS should not be as heavy.

Gwen Thorpe, Deputy Chief Administrative Officer, said IS needs to be involved because it will installing software on the network.

### **ADMINISTRATIVE OFFICER REPORT**

#### **A. Lease of County-Owned Lot**

Hudkins said he was informed the property (13.87 acres approximately .5 miles east of the Waverly interchange) is landlocked and that dirt has been taken off part of the property, creating a drainage problem (Exhibit D). He said Don Thomas, County Engineer, will assess the situation and report back.

### **ADDITIONS TO THE AGENDA**

#### **A. Payroll Insert Regarding the 457(b) Deferred Compensation Plan (Exhibit A)**

**MOTION:** Schorr moved and Stevens seconded approval. Schorr, Stevens, Hudkins and Heier voted aye. Motion carried 4-0.

#### **5 INSURANCE REQUIREMENTS FOR PURCHASING - Vince Mejer, Purchasing Agent; Bob Walla, Assistant Purchasing Agent; Tom Fox, Deputy County Attorney**

Tom Fox, Deputy County Attorney, said questions have arisen as to whether all companies delivering commodities to the County need to have commercial and general liability insurance. He said the requirement is clearly stated in the notices to bidders and said most of the companies have the coverage.

Vince Mejer, Purchasing Agent, said more and more vendors are unable to meet the County's insurance requirements. He said the City is experiencing a similar problem.

Hudkins questioned whether the coverage amounts are excessive.

Fox said he believes the insurance amount is related to the Tort Claims Act. He said the Board can waive the requirement, but cautioned the County would be assuming risk.

There was general consensus to allow the Purchasing Department to use its discretion in waiving the coverage.

Mejer said they will consult the County Attorney's Office in those instances.

### **ACTION ITEMS**

- A. Mini-Grant Contract Application and Award with Nebraska Office of Highway Safety, \$6,020.00 for Selective Overtime Enforcement for "Click It or Ticket" Program (Exhibit E)

**MOTION:** Hudkins moved and Stevens seconded approval. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried 4-0.

- B. Microcomputer Request, \$2,632.50 from Public Defender's Budget, for Three (3) Fujitsu Fi-6130 Scanners

**MOTION:** Stevens moved and Hudkins seconded approval. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried 4-0.

### **6 JAIL CONSTRUCTION UPDATE** - Chuck Richter, Sampson Construction Company; Greg Newport, The Clark Enersen Partners; Mike Thurber, Corrections Director

Chuck Richter, Sampson Construction Company, said work on the footings, foundations, and storm sewer lines is progressing well (see photographs in Exhibit F). He said Concrete Industries is in the process of casting the pre-cast structures and said work to erect the structure will begin in early May.

The Board scheduled a tour of the construction site on May 6<sup>th</sup>, immediately following the Staff Meeting.

Hudkins asked whether they are still having problems with the Nebraska Department of Roads (NDOR) regarding a potential stoplight and bus lanes on Southwest 40<sup>th</sup> and West "O" Streets.

Mike Thurber, Corrections Director, said he has asked the Chair to attend a meeting with representatives of the City and NDOR on April 27<sup>th</sup> to discuss issues related to traffic and the location of entrances and exits.

Hudkins indicated a willingness to attend the meeting and to visit with Monty Fredrickson, NDOR Director, regarding the situation.

## **DISCUSSION OF BOARD MEMBER MEETINGS**

### **A. Information Services Policy Committee (ISPC) - Stevens**

Stevens said Information Services (IS) received 12 to 15 bids for a Voice over Internet Protocol (VoIP) consultant. Costs ranged from \$100,000 to \$200,000 and would take the project through the design phase to implementation. He said IS is looking at rebidding it and limiting the scope.

Stevens also reported the following: 1) Initial costs for installing a thin client computer are comparable to those of a PC, although there would be long-term savings; 2) The rewrite of the Corrections computer system is on-track; 3) IS will implement the new County website whenever the County is ready; and 4) IS has security concerns regarding the proposal to move two juvenile probation officers into the 233 Building (see March 4, 2010 Staff Meeting minutes).

### **B. Region V Governing Board - Workman**

No report.

### **C. Monthly Meeting with Mayor - Heier, Stevens**

Stevens said he asked whether the parking meters in front of the 233 Building could be changed to a loading zone and said the Mayor indicated he would rather change them from 60 to 10 minute meters.

Schorr expressed concern that 10 minutes would not be sufficient for a drug test.

**NOTE:** Juvenile probation officers will be conducting drug tests in the building.

Stevens said they informed the Mayor the County will incur \$22,000 in additional costs because the Lincoln-Lancaster County Health Department will no longer provide medical services to the Youth Services Center. He said they also inquired about the City's intentions regarding Northwest 12<sup>th</sup> Street and Alvo Road and said the Mayor indicated the City has no plans, or funds, to do anything further in that area. The Mayor also asked about the County's process for setting salaries for elected officials.

Heier said he relayed the names Board members have indicated they would like considered for appointment to the committee that will look at the Comprehensive Plan.

D. Public Building Commission (PBC) Meeting with Mayor - Hudkins

Hudkins said he, Linda Wilson and Don Killeen, County Property Manager, met with the Mayor and discussed conservation efforts in the government complex. They also discussed the policy governing protests on PBC grounds and the request to convert the parking meters in front of the 233 Building to a loading zone.

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

Schorr said there are concerns regarding the carpet that was recently laid on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the County-City Building and said the architect is working with the carpet company and installer to resolve the matter. She also reported on plans to: 1) Install a digital recording system in City Council/County Commissioners Hearing Room; and 2) Move Human Services into the space formerly occupied by the Personnel Department space on the 1<sup>st</sup> floor of the County-City Building.

Hudkins said the County Assessor has requested additional office space as part of that space realignment. He said several of the County Clerk's offices would have to be moved and said the County Clerk does not have funds in his budget for the remodeling costs.

F. Board of Health - Schorr

Schorr said they discussed the impact of the Healthcare Reform Act and the following legislation: 1) LB 1110 (Change provisions relating to coverage for certain children under the Medical Assistance Program as prescribed); and 2) LB 507 (Provide for payment of prenatal services in certain situations and change domestic assault and child abuse provisions).

**COUNTY BOARD OF ZONING APPEALS NO. 10001, NORTHWEST 27<sup>TH</sup> STREET AND DAVEY ROAD, CONSTRUCT A SINGLE FAMILY RESIDENCE ON LESS THAN 20 ACRES - Mike DeKalb, Planner**

Mike DeKalb, Planner, gave an overview of County Board of Zoning Appeals No. 10001, a request for a waiver of the lot area from 20 acres to 12.54 acres (Exhibit G). He said the applicants were not informed when they purchased the land that a road realignment had made the lot non-buildable. DeKalb said they are requesting a waiver so they can eventually build a home on the lot, noting their other option is to take legal action against the seller. The Board of Zoning Appeals has recommended approval of the request.

Stevens noted there is opposition to the change. He also stated the majority of the lot is in a floodplain or floodprone area and asked whether there is enough land remaining to build a home.

DeKalb said the applicants hired a surveyor who has mapped out an area over three acres, based on elevation.

Stevens noted the County is in the process of a floodplain map revision.

DeKalb said the applicants will have to meet floodplain requirements if the lot is mapped back in.

**7 LANCASTER COUNTY AUDIT OVERVIEW** - Dennis Meyer, Budget and Fiscal Officer; Jeremey Vokt and Amanda Chantiram, Bland and Associates (Certified Public Accountants)

Jeremey Vokt, Bland and Associates, gave an overview of the audit report. **NOTE:** A copy of the 2009 audit report is available on the County's website. He said opinions were issued on two matters: 1) The County's financial statements; and 2) Major, significant programs. Vokt said both opinions were "clean". He said three findings (significant deficiencies) were also noted:

- 1) The County should prepare the financial statements
- 2) The County should review and reconcile the capital (fixed) assets on the general ledger

Vokt said these are standard findings.

Dennis Meyer, Budget and Fiscal Officer, indicated he would need additional staff to comply with those findings.

- 3) The County should reconcile interdepartmental transfers

Meyer said compliance with this finding will not be difficult.

Hudkins asked whether the County has an accurate inventory of property.

Meyer said it does.

Hudkins asked if there is any way to accelerate the audit process.

Meyer said it is difficult to do so, noting there are other County-related audits that must be completed first.

**8 COUNTY BOARD OF ZONING APPEALS NO. 10001, NORTHWEST 27<sup>TH</sup> STREET AND DAVEY ROAD, CONSTRUCT A SINGLE FAMILY RESIDENCE ON LESS THAN 20 ACRES - Mike DeKalb, Planner**

Item was moved forward on the agenda.

**9 ACTION ITEMS**

- A. Mini-Grant Contract Application and Award with Nebraska Office of Highway Safety, \$6,020.00 for Selective Overtime Enforcement for "Click It or Ticket"
- B. Microcomputer Request, \$2,632.50 from Public Defender's Budget, for Three (3) Fujitsu Fi-6130 Scanners

Items A and B were moved forward on the agenda.

**10 CONSENT ITEMS**

There were no consent items.

**11 ADMINISTRATIVE OFFICER REPORT**

- A. Lease of County-Owned Lot

Item was moved forward on the agenda.

**12 PENDING**

There were no pending items.

**13 DISCUSSION OF BOARD MEMBER MEETINGS**

- A. Information Services Policy Committee (ISPC) - Stevens
- B. Region V Governing Board - Workman
- C. Monthly Meeting with Mayor - Heier, Stevens
- D. Public Building Commission (PBC) Meeting with Mayor - Hudkins
- E. Public Building Commission (PBC) - Hudkins, Schorr
- F. Board of Health - Schorr

Items A-F were moved forward on the agenda.

#### **14 EMERGENCY ITEMS AND OTHER BUSINESS**

There were no emergency items or other business.

#### **15 ADJOURNMENT**

**MOTION:** Schorr moved and Stevens seconded to adjourn the meeting at 10:29 a.m. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried 4-0.

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Dan Nolte  
Lancaster County Clerk