

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

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

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

AGENDA ITEM

1 APPROVAL OF THE MINUTES OF THE THURSDAY, SEPTEMBER 23, 2010 STAFF MEETING

MOTION: Stevens moved and Hudkins seconded approval of the September 23, 2010 Staff Meeting minutes. Schorr, Stevens, Workman, Hudkins and Heier voted aye. Motion carried 5-0.

2 ADDITIONS TO THE AGENDA

- A. County Representative for Classification and Compensation Manager Search Committee
- B. Request from Dave Shively, Election Commissioner, to Ratify the Results of the All Mail Special Election Conducted for Malcolm Public Schools District No. 0148 (Exhibit A)
- C. Registration Fees for Conferences

MOTION: Hudkins moved and Workman seconded approval of the additions to the agenda. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

3 LANCASTER MANOR PROCEEDS COMMITTEE

Discussion took place regarding the size and makeup of a committee that will advise the Board on what to do with the proceeds of the sale of Lancaster Manor (nursing home facility) and the Board's charge to the committee.

MOTION: Hudkins moved to postpone further discussion until the County Board's Fall Retreat.

The motion failed for the lack of a second.

Schorr submitted two names for the committee: Rich Herink, President, First National Bank; and Jan Gauger, former Lancaster County Commissioner. Workman and Heier submitted the following names, respectively: John Dittman, Chairman and Chief Executive Officer (CEO), Cornhusker Bank; and Dale Young, former Mayor, City Councilman and retired banker. Hudkins and Stevens indicated they were not prepared to submit names at this time.

Appointment of three ex-officio members were also suggested: Dennis Meyer, Budget and Fiscal Officer; Kerry Eagan, Chief Administrative Officer; and Gwen Thorpe, Deputy Chief Administrative Officer.

The Chair asked Board members to bring their remaining names to the next Staff Meeting. **NOTE:** The Board decided at the September 16th meeting that each member will supply two names with the exception of the Chair, who will supply one.

4 PAYROLL DIRECT DEPOSIT POLICY - Brittany Behrens, Deputy County Attorney

Brittany Behrens, Deputy County Attorney, briefed the Board on a proposed policy mandating that county employees accept payment of wages by electronic funds transfer or a similar means of direct deposit (Exhibit B). She said exceptions could be made if an employee cannot obtain an account at a financial institution or if it will create an extreme hardship and suggested that the County Clerk's Office, which handles the County's payroll, make those determinations. It was also proposed that checks be mailed to employees who are granted an exemption on the employee's designated payday and mailing of postdated checks, prior to the designated payday, and pick up of paychecks be prohibited. **NOTE:** The Board will take action on the proposed policy at a regular County Board of Commissioners Meeting.

5 COUNTY VETERANS SERVICE OFFICER (CVSO) TRAINING FOR RICK RINGLEIN, ASSISTANT COUNTY VETERANS SERVICE OFFICER - Gary Chalupa, County Veterans Service Officer

Gary Chalupa, County Veterans Service Officer, said veterans service officers are required to attend continuing education on an annual basis to maintain their accreditation. He said Rick Ringlein, Assistant County Veterans Service Officer, was unable to attend the only in-state training offered this year and asked that he be allowed to attend training in Des Moines, Iowa in October.

In response to a question from Hudkins, Chalupa said he could ask the veterans organizations for donations to cover Ringlein's travel costs but said it is unlikely they would receive the funds in time. He projected the cost at \$650 and said he has the necessary funds in his budget.

MOTION: Schorr moved and Workman seconded to authorize Rick Ringlein, Assistant County Veterans Service Officer, to attend required training in Des Moines, Iowa. Schorr, Stevens, Workman, Hudkins and Heier voted aye. Motion carried 5-0.

ADMINISTRATIVE OFFICER REPORT

A. Microcomputer Requests:

- 1) #C-64195, \$6,718.95 for County Sheriff's Office from the Microcomputer Fund

Item was held for additional information.

- 2) #C-64581, \$768.85 for Noxious Weed Control from the Microcomputer Fund

MOTION: Stevens moved and Hudkins seconded approval of the request. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

6 END HUNGER COMMUNITIES GRANT APPLICATION - Kit Boesch, Human Services Administrator

Kit Boesch, Human Services Administrator, presented a summary of the grant, logic model and budget (Exhibit C). She said the grant will be contracted through the Human Services Federation (non-profit agencies). The three primary partners will be Community CROPS (Combining Resources, Opportunities and People for Sustainability), Lancaster County Extension Office and the Food Bank of Lincoln. Boesch said plans include creating a local food security council and working to increase the number of individuals receiving Supplemental Nutritional Assistance Program (SNAP) benefits. The County will be required to provide a "soft match" in the amount of \$14,800 (in-kind services).

Schorr asked whether the faith-based community will be part of the local food security council.

Boesch said they will.

MOTION: Schorr moved and Hudkins seconded to authorize the Chair to sign the grant application. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

NOTE: The grant application will be filed electronically.

ADMINISTRATIVE OFFICER REPORT

- B. Claim for Review, Payment Voucher No. 281709 from the Sheriff's Office in the Amount of \$3,760.00 (Claim Exceeds the Amount Necessary for a Purchase Order)

Gwen Thorpe, Deputy Chief Administrative Officer, said the Personnel Department was not aware the County requires purchase orders for any purchases over \$1,500 when it ordered test booklets for the Sheriff's Office. She said unopened booklets can be returned for a credit and asked that the claim be held until the middle of October.

NOTE: Testing will be conducted on October 12th -14th.

There was no objection to the request.

Thorpe said she will ask the County Clerk's Office to notify the vendor of the delay.

- C. 2010 Combined Charities Campaign Kick-Off Luncheon

All of the Commissioners indicated plans to attend the luncheon.

- D. City-County Common Meeting Agenda Items (Tuesday, October 5th)

It was noted that City Councilman has requested discussion of the new jail and future use of the current jail facility. It was suggested that Don Killeen, County Property Manager, and Mike Thurber, Corrections Director, be asked to attend.

ADDITIONS TO THE AGENDA

- A. County Representative for Classification and Compensation Manager Search Committee

MOTION: Hudkins moved and Schorr seconded to appoint Kerry Eagan, Chief Administrative Officer, as the County's representative. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

- B. Request from Dave Shively, Election Commissioner, to Ratify the Results of the All Mail Special Election Conducted for Malcolm Public Schools District No. 0148 (Exhibit A)

The Board scheduled a report on the election on the October 5th County Board of Commissioners Meeting agenda.

- C. Registration Fees for Conferences

Heier suggested the Board cease the practice of paying conference registration fees in advance and only pay at the time of attendance. He explained that pre-registration fees are non-refundable if the individual does not attend.

Hudkins said he pre-registered for the Nebraska Association of County Officials (NACO) Southeast District Meeting but was unable to attend because of a family medical emergency. He said there is usually a savings by pre-registering and said he would be willing to reimburse the County for the registration fee, if that is the desire of the Board.

Heier said he is not asking for reimbursement, merely establishing policy for the future.

Hudkins said the greatest exposure would be in out-of-state travel and asked that the County Clerk's Office research and report back on how many fees have been forfeited. He said he also believes the policy should apply to all county departments.

Schorr suggested this would be an appropriate topic for discussion by the Management Team.

7 PAYMENT FOR GENERAL LIABILITY LOSS SETTLEMENT - Sue Eckley, County Risk Manager; Tom Champoux, UNICO Group, Inc.

Sue Eckley, County Risk Manager, said a Sheriff's deputy was recently involved in a vehicle collision and was determined to be at fault. The other vehicle was totaled but is excluded from liability coverage because of Nebraska's "pursuit statute" (Nebraska Revised Statute §13-911) which makes the County liable. Settlement of the claim was paid out of the General Liability Fund. She recommended a separate fund be created within the General Liability Fund to take care of future claims and suggested those funds come out of the Sheriff's budget.

Board consensus was to add the statute to the County legislative agenda.

8 PENDING LITIGATION - Tom Fox, Deputy County Attorney

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 9:45 a.m. for the purpose of protecting the public interest with regards to pending litigation. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

MOTION: Stevens moved and Hudkins seconded to exit Executive Session at 9:57 a.m. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

MOTION: Schorr moved and Hudkins seconded to authorize the Chair to send a letter to Terry Wagner, Lancaster County Sheriff, requesting that his office notify Sue Eckley, County Risk Manager, of any collisions involving Sheriff's patrol vehicles. Hudkins, Workman, Stevens, Schorr and Heier voted aye. Motion carried 5-0.

9 ACTION ITEMS

There were no action items.

10 CONSENT ITEMS

There were no consent items.

11 ADMINISTRATIVE OFFICER REPORT

- A. Microcomputer Requests:
 - 1) #C-64195, \$6,718.95 for County Sheriff's Office from the Microcomputer Fund
 - 2) #C-64581, \$768.85 for Noxious Weed Control from the Microcomputer Fund
- B. Claim for Review, Payment Voucher No. 281709 from the Sheriff's Office in the Amount of \$3,760.000 (Claim Exceeds the Amount Necessary for a Purchase Order)
- C. 2010 Combined Charities Campaign Kick-Off Luncheon
- D. City-County Common Meeting Agenda Items (Tuesday, October 5th)

Items A-D were moved forward on the agenda.

12 PENDING

There were no pending items.

13 DISCUSSION OF BOARD MEMBER MEETINGS

- A. District Energy Corporation (DEC) Tour - Hudkins

Hudkins said they toured the Energy Systems plant which provides thermal heating and cooling services to many buildings in Downtown Omaha, including the Quest Center.

- B. Nebraska Association of County Officials (NACO) Southeast District Meeting - Heier, Hudkins

Heier said they discussed legislation, state aid and disaster impact.

Hudkins said he would like the record to reflect that he gave a check to the Chair to reimburse the County for his registration fee since he was unable to attend the meeting.

Heier indicated reimbursement was not necessary and that he destroyed the check.

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

Schorr said the RTSD met with its auditor and City and County finance representatives. She noted Dennis Meyer, County Budget and Fiscal Officer, volunteered to take over disbursement of RTSD funds.

- D. Lincoln Independent Business Association (LIBA) - Hudkins, Heier

Heier said they discussed the use of Lancaster Manor proceeds and the Commission of Industrial Relations (CIR).

E. Downtown Lincoln Association (DLA) Board of Directors - Stevens

Stevens said discussion focused on parking enforcement and the Urban 38 Project (develop the block bounded by 13th, 14th, Q and P Streets into a nine-story building with retail, apartment and parking space).

Stevens exited the meeting at 10:14 a.m.

F. Lancaster County Correctional Facility Joint Public Agency (JPA) - Heier, Stevens

Heier said they paid claims totaling \$1,188,770.99. The claims reflect payments to Wells Fargo for bank fees, Sampson Construction Company, the contractor, and The Clark Enersen Partners, the architect.

14 EMERGENCY ITEMS AND OTHER BUSINESS

Hudkins reported the Public Building Commission (PBC) plans to meet with Don Killeen, County Property Manager, and its auditor to discuss audit findings.

15 ADJOURNMENT

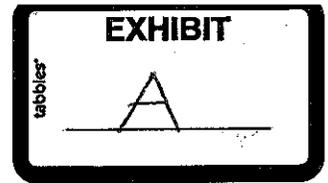
MOTION: Schorr moved and Workman seconded to adjourn the meeting at 10:17 a.m. Workman, Schorr, Hudkins and Heier voted aye. Stevens was absent from voting. Motion carried 4-0.

/s/ Dan Nolte

Dan Nolte
Lancaster County Clerk



David J. Shively
Commissioner
Maura Kelly Tolzin
Chief Deputy



Election Commissioner
601 North 46th Street
Lincoln, Nebraska 68503-3720

Telephone: (402) 441-7311
FAX: (402) 441-6379

September 24, 2010

Mr. Bernie Heier, Chairman
Lancaster County Board of Commissioners
555 South 9th Street
Lincoln, NE 68508

RECEIVED

SEP 27 2010

LANCASTER COUNTY
BOARD

Dear Bernie:

Pursuant to Nebraska Revised Statute § 32-958, enclosed please find a report of the All Mail Special Election which my office conducted for Malcolm Public Schools District 0148 on Tuesday, September 14, 2010.

Since this report is required by state law, I would appreciate it if the minutes of an upcoming County Board meeting reflect that the Board of Commissioners has received this report.

If any members of the Board or your staff have questions regarding this report, please feel free to contact me.

Sincerely,

David J. Shively
Election Commissioner

DS/s



David J. Shively
Commissioner
Maura Kelly Tolzin
Chief Deputy

Election Commissioner
601 North 46th Street
Lincoln, Nebraska 68503-3720

Telephone: (402) 441-7311
FAX: (402) 441-6379

Malcolm Public Schools District 0148
Special All Mail School Bond Election
September 14, 2010

Special Election by Mail Report

Type of vote tabulating equipment used: 650 (ESS)

Date resolution for special election received by Election Commissioner: July 23, 2010
This met the 50 day requirement in Nebraska Rev. Statute § 32-559.

Number of Registered Voters in Political Subdivision: 1,649

Number of Ballots mailed out on August 26, 2010: 1,641

Number of additional ballots mailed out between August 27 and September 3, 2010: 8

Total number of ballots mailed out: 1,649

Total number of ballots returned as undeliverable: 80

Total number of ballots returned with a new address within the School District: 4

Total number of ballots returned with a new address outside of the School District 44

Total number of ballots returned for counting: 966

Total number of ballots rejected for Counting: 4

Reason(s) ballot(s) were rejected:

Voter failed to sign return envelope: 4

Total number of ballots counted: 962

Turnout percentage: 58.3%

Security and Check-in process:
Please see attachment "A"

Date of Canvassing Board: September 15 – 16, 2010
Please see attachment "B"

Costs of Election:
Please see attachment "C"



David J. Shively, Election Commissioner

9-24-10

Date of Report

Attachment A

Report of the Lancaster County Counting Board Malcolm Public Schools District (0148) Bond Election September 14, 2010

Ballots for the Malcolm School Bond Election were mailed to the all voters of the Malcolm Public Schools District (0148) on Thursday, August 26, 2010.

Beginning on Monday, August 30, 2010, ballots were returned to the Lancaster County Election Commissioner's office and were reviewed by members of the counting board and logged in the voter registration system for Lancaster County voters. For Seward County voters, ballots were reviewed in the voter registration system and manually logged into a spreadsheet provided by the Seward County Clerk.

Attached is documentation outlining the daily return of ballots.

At 10:00 a.m. on Tuesday, September 14, 2010, Election Commissioner David Shively and five members of the Counting Board (Chief Deputy Maura Kelly Tolzin, Becky Hight-Moravec, Katie Kristl, Marilyn McClatchey and Kelli Kraft) convened and began the process of opening the envelopes, removing the ballots from the envelopes and preparing them for counting. A total of 945 envelopes were opened.

Four ballots were rejected because the voter did not sign the oath on the envelope as is required by state law. Those ballots rejected are as follows:

1. Neoma M. Colerick (1814677)
2. Mary E. Jennings (1790539)
3. Iona N Willman (1841489)
4. Marcia E. Spath (1823579)

The counting board then recessed at approximately 11:00 a.m.

At approximately 1:30 p.m. Election Commissioner David Shively and three members of the Counting Board (Chief Deputy Maura Kelly Tolzin, Katie Kristl, and Kelli Kraft) reconvened in the counting room to observe the process of counting the ballots on the 650 Vote Counting Machine. All ballots were read by the machine without any issues.

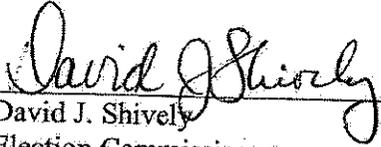
The counting board then recessed at approximately 2:00 p.m.

At 4:30 p.m., Election Commissioner David Shively and Chief Deputy Election Commissioner Maura Kelly Tolzin reconvened to open 17 ballots which were hand delivered to the office since the previous ballots had been opened in the morning. Commissioner Shively and Chief Deputy Tolzin then convened in the counting room to run those 17 ballots through the 650 Vote Counting Machine and to add the totals to the previous totals. Two of those ballots were unable to be read by the counting machine

because of damage to the ballots. Resolutions were made for those two ballots and they were then counted by the 650 vote counting machine.

No additional ballots were returned to the Election Commissioner's office by 5:00 p.m. on Tuesday, September 14, 2010. At that point Election Commissioner Shively and Chief Deputy Tolzin ran a final tally report of ballots cast for the election.

Attached to this report is a listing of voters whose ballots were returned to the Election Commissioner's office after the deadline of 5:00 p.m. on Tuesday, September 14, 2010.



David J. Shively
Election Commissioner

Malcolm School Bond Election
 September 14, 2010
 Mail Report

Date	Number of Ballots Mailed out	Number of Completed Ballots Returned	Number of ballots returned as undeliverable	Number of ballots returned with a new address in School District	Number of Ballots Returned with an new address outside the school District
August 26, 2010	1592	0	0		
August 27, 2010	1	0	0	0	0
August 30, 2010	1	87	0	0	
August 31, 2010	3	175	72	3 (contacting)	36
September 1, 2010	2	75			5
September 2, 2010		84	3		2
September 3, 2010	1	64	1		
September 7, 2010		66			
September 8, 2010		104		1	
September 9, 2010		45	1		1
September 10, 2010		40	2		
September 13, 2010		82			
September 14, 2010		114	1		
September 15, 2010					
September 16, 2010		12 rec'd late			
September 17, 2010					
Total	1600	936	80	1	44

8-30 & 8-31 4 prov
 9-1 2 vote in office

SEWARD - Date	Number of Ballots Mailed out	Number of Completed Ballots Returned	Number of ballots returned as undeliverable	Number of ballots returned with a new address in School District	Number of Ballots Returned with an new address outside the school District
August 26, 2010	49				
August 27, 2010	1				
August 30, 2010		4			
August 31, 2010		2			
September 1, 2010					
September 2, 2010		4			
September 3, 2010					
September 7, 2010					

Malcolm School Bond Election
September 14, 2010
Mail Report

September 8, 2010					
September 9, 2010		2			1
September 10, 2010					
September 13, 2010		9			
September 14, 2010		8			
September 15, 2010					
September 16, 2010					
September 17, 2010					
Total	50	29	4	0	1

Lancaster

Processed: 09/15/2010 10:35 AM
 Printed: 09/15/2010 12:02 PM

Absentee Roster

Election - SP1009: 09/14/2010 Malcolm School Bond 2010

Registrant ID Status Reason	Registrant Name Absentee Mailing Address	Ballot Type Ballot Style Ballot #	Birth Date Precinct Part Reg/Bal Party	Face/Gender Contact Method Absentee Reason	Notice Sent App. Requested App. Sent	App. Returned App Status/Reason Tracking #	Ballot Sent Received Status/Reason
1984809 Active Active	Ginger G Andrews 13503 W Hwy 34 Malcolm, NE 68402	Regular Style 1	[REDACTED] 705.02 NONP/NONP	/F Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1984810 Active Active	Harold E Andrews 13503 W Hwy 34 Malcolm, NE 68402	Regular Style 1	[REDACTED] 705.02 NONP/NONP	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1869046 Active Active	James G Bauer 10300 W Fletcher Ave Malcolm, NE 68402	Regular Style 1	[REDACTED] 705.02 REP/REP	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1870808 Active Active	Janet L Bauer 10300 W Fletcher Ave Malcolm, NE 68402-9602	Regular Style 1	[REDACTED] 705.02 REP/REP	/F Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1909270 Active Active	Bonnie J Bessler 8611 W Haven Rd Lincoln, NE 68528	Regular Style 1	[REDACTED] 713.01 DEM/DEM	/F Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
3344548 Active Active	Jacob M Bolte 3475 SW 89th St Lincoln, NE 68532	Regular Style 1	[REDACTED] 704.06 REP/REP	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1871156 Active Active	Karen M Broders PO Box 214 Malcolm, NE 68402	Regular Style 1	[REDACTED] 705.01 REP/REP	/F Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1871157 Active Active	Perry D Broders PO Box 214 Malcolm, NE 68402	Regular Style 1	[REDACTED] 705.01 REP/REP	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late

Lancaster

Processed: 09/15/2010 10:35 AM
Printed: 09/15/2010 11:59 AM

Absentee Roster

Election - SP1009: 09/14/2010 Malcolm School Bond 2010

Registrant ID Status Reason	Registrant Name Absentee Mailing Address	Ballot Type Ballot Style Ballot #	Birth Date Precinct Part Reg/Bal Party	Race/Gender Contact Method Absentee Reason	Notice Sent App. Requested App. Sent	App. Returned App Status/Reason Tracking #	Ballot Sent Received Status/Reason
1804355 Active Active	Julia Lee Melichar 8321 W O St Lincoln, NE 68528-9141	Regular Style 1	████████ 713.01 DEM/DEM	/F Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1922617 Active Active	John W Ritze 2 Harriet Cir Malcolm, NE 68402	Regular Style 1	████████ 705.01 REP/REP	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late
1956144 Active Active	Wayne M Trevett 8205 NW 56th St Malcolm, NE 68402	Regular Style 1	████████ 717.05 REP/REP	/M Mail			9/2/2010 11:39 9/15/2010 10:33 REJE/Received too late
1879177 Active Active	William H Waggoner 500 SW 98th St Lincoln, NE 68532	Regular Style 1	████████ 713.01 DEM/DEM	/M Mail			8/25/2010 09:20 9/15/2010 10:33 REJE/Received too late

Summary by Ballot Status:				
# Accepted:	# Rejected:	# Suspense:	# Not yet processed:	TOTAL:
0	12	0	0	12

**Lancaster County Election Commissioner
Canvassing Board Minutes
Malcolm Public Schools District 0148
September 14, 2010 – Special School Bond Election**

Attachment B

The Canvassing Board for the September 14, 2010, Malcolm Public Schools District 0148 Special Bond Election convened in the conference room of the Lancaster County Election Commissioner's Office on Wednesday, September 15, 2010 at 1:20 p.m. Members serving on the board are Katie Kristl and Marilyn Olsen

Election Commissioner David Shively called the Board to order, welcomed the members, and thanked them for serving. Mr. Shively also recognized Chief Deputy Election Commissioner Maura Kelly Tolzin.

The Commissioner commented that this was the first time that Lancaster County has conducted a special election entirely by mail. He stated that it was a smooth process. The turnout for the election was 58.3 % which was considerably higher than the 36.8% turnout received when a special election was held for the Malcolm School District in September of 2008.

Shively then reviewed with the board a spreadsheet outlining the daily return of ballots.

A total of 965 regular ballots and 1 provisional ballot were returned for counting. The counting board rejected 4 ballots due to the fact that the voters did not sign the envelope as is required by state law. The counting board also approved the 1 provisional ballot since the voter had moved within Elk Precinct. Therefore, a total of 962 ballots were eligible to be counted for this election.

The results of the September 14, 2010 Malcolm Public Schools District 0148 Special Bond Election were certified by the Board with a unanimous vote, per the Final Results document (Attachment A), on a motion by Marilyn Olsen and a second by Katie Kristl.

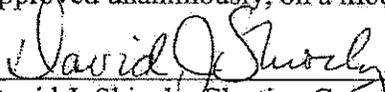
The Board then recessed at 1:30 p.m. to reconvene once the minutes were prepared for review.

At 10:45a.m. on Thursday, September 16, 2010, the board reconvened.

Commissioner Shively indicated that per the requirement of state law, he will prepare a report of this election to be submitted to the Secretary of State and the Lancaster County Board of Commissioners.

The Minutes were approved by the Board with a unanimous vote, on a motion by Katie Kristl and a second by Marilyn Olsen.

A motion to adjourn the Canvassing Board at 10:50 a.m. on September 16, 2010, was approved unanimously, on a motion by Marilyn Olsen and a second by Katie Kristl.



David J. Shively, Election Commissioner

Malcolm Public Schools District 0148
 Special Bond Election -- All Mail
 September 14, 2010

Attachment A

Grand Totals Node 3
 17:18:46 14-Sep-2010

Page 1

LANCASTER COUNTY, NEBRASKA
 SPECIAL ELECTION
 SEPTEMBER 14, 2010

	Total	Percent
PRC CNTD (OF 1) - TOTAL	1	100.00
REGISTERED VOTERS - TOTAL	0	
BALLOTS COUNTED - TOTAL	962	
Lancaster School Dist 148 Prop 1		
VOTE FOR 1		
FOR	399	41.74
AGAINST	557	58.26
Total	956	100.00
Overvotes	1	
Undervotes	5	
Lancaster School Dist 148 Prop 2		
VOTE FOR 1		
FOR	400	41.93
AGAINST	554	58.07
Total	954	100.00
Overvotes	1	
Undervotes	7	

END OF REPORT

Registered Voters	1,649
Ballots Counted	962
Turnout Percentage	58.3 %

Malcolm School Bond Election
 September 14, 2010
 Mail Report

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August 27, 2010	1	0	0	0	
August 30, 2010	1	87	72	3 (contacting)	36
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September 3, 2010					
September 7, 2010					

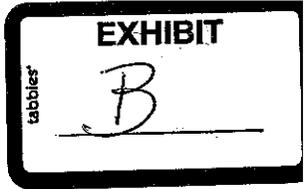
Malcolm School Bond Election

September 14, 2010

Mail Report

September 8, 2010					1
September 9, 2010		2			
September 10, 2010					
September 13, 2010		9			
September 14, 2010		8			
September 15, 2010					
September 16, 2010					
September 17, 2010					
Total	50	29	4	0	1

<u>By Mail</u>		
<u>Layout</u>		
Ballot face \$15/face	1	\$15.00
<u>Coding</u>		
Base Charge \$371.88 per election		\$371.88
Ballot Types \$53.13/Type	1	\$53.13
Precincts \$5.31/Precinct	1	\$5.31
Ballot Faces \$10.63/Face	1	\$10.63
Contest/Issues \$12.75/Contest	2	\$25.50
Candidate/Responses \$5.31/Candidate or Response	4	\$21.24
<u>Testing Materials</u>		
27 Ballots \$0.23/ballot	27	\$6.21
<u>Ballot Printing</u>		
1715 @ \$0.23/ballot	1,715	\$394.45
<u>Notices/Sample Ballot</u>		
Notice of Election		\$90.94
Sample Ballot		\$759.08
<u>Miscellaneous</u>		
Shipping		\$18.66
Zip Disks		\$8.00
<u>Mailing Materials</u>		
Outside Envelope @ \$0.57	1,649	\$939.93
Return Envelope @ \$0.20	1,651	\$330.20
Postage @ \$0.38 (first day)	1,641	\$623.58
Postage @ \$0.44 (remaining days)	8	\$3.52
Labels @ \$0.006	1,651	\$9.91
Instructions		\$37.67
<u>Election Staff Costs</u>		
Hourly wages, FICA, Retirement		\$637.03
Total		\$4,361.87
Turnout 58.3%		962
Cost per ballot cast		\$4.53



BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF LANCASTER COUNTY, NEBRASKA

IN THE MATTER OF CREATING A)
POLICY MANDATING THAT COUNTY)
EMPLOYEES ACCEPT PAYMENT OF) RESOLUTION NO. _____
WAGES BY ELECTRONIC FUNDS)
TRANSFER OR A SIMILAR MEANS)
OF DIRECT DEPOSIT)

WHEREAS, the Board of County Commissioners of Lancaster County, Nebraska,
hereinafter "County Board" desires to mandate that Lancaster County employees accept payment
of wages by electronic funds transfer or a similar means of direct deposit; and

WHEREAS, the County Board finds and determines that utilization of electronic payment
of wages will minimize the number of paper checks issued by the County, thereby obtaining
efficiencies for the County and providing employees with a reliable and efficient manner of
receiving their pay; and

NOW, THEREFORE, BE IT RESOLVED, by the Lancaster County Board of
Commissioners that all Lancaster County employees will be required to accept payment of wages
by electronic funds transfer or a similar means of direct deposit.

BE IT FURTHER RESOLVED that unless otherwise stated herein, the policy described
in this Resolution applies to all Lancaster County employees.

BE IT FURTHER RESOLVED that this policy shall be effective January 1, 2011.

BE IT FURTHER RESOLVED by the County Board of Lancaster County, Nebraska that
it hereby adopts the following policy.

I. Purpose

The Lancaster County Board of Commissioners has found and determined that utilization
of electronic payment of wages will minimize the number of paper checks issued by the County,

thereby obtaining efficiencies for the County and providing employees with a reliable and efficient manner of receiving their pay.

II. **Applicability**

This policy is applicable to all Lancaster County employees.

III. **Policy**

A. The policy allows each Lancaster County employee to select an eligible financial institution of his or her choice to accommodate the receipt of Direct Deposit payments.

B. *Condition of Employment*

1. As a condition of employment, all newly hired or rehired employees on or after January 1, 2011 are required to enroll in direct deposit within thirty (30) days of hire or rehire and remain enrolled in direct deposit for the tenure of employment. Newly hired or rehired employees will be required to sign the "Direct Deposit Form," indicating their understanding and compliance with the direct deposit policy. Any such employee who does not complete the appropriate direct deposit information within thirty (30) days of hire or rehire and who is not granted an exemption provided for herein, may be subject to disciplinary action, up to and including termination.

2. Prior to enrolling in direct deposit, a newly hired or rehired employee will be paid by paper check.

C. *Current Employees*

All employees employed prior to January 1, 2011 receiving their pay by direct

deposit will continue to be enrolled in direct deposit. No action is required on their part. All employees employed prior to January 1, 2011 who are receiving their pay by paper check will be required to enroll in direct deposit by filling out the appropriate direct deposit information as contained on the "Direct Deposit Form," unless granted an exemption as provided for herein. The deadline for current employees to enroll in direct deposit or apply for an exemption is February 1, 2011. Any such employee who does not complete the appropriate direct deposit information by the above mentioned date or who is not granted an exemption provided for herein, may be subject to disciplinary action, up to and including termination. Once enrolled in direct deposit, employees are required to remain enrolled in direct deposit for the tenure of employment.

D. *Exemption Process*

1. An employee may be exempt from participating in direct deposit if he or she does not have an account at an eligible financial institution, and further provides evidence that he or she cannot obtain an account at an eligible financial institution.
2. The [Department/County Clerk/County Board] has authority to grant any exemption from the direct deposit requirement and personal exemptions may only be granted for inability to acquire an account at a financial institution or other specific situations that the [Department/County Clerk/County Board] may deem to be an extreme hardship. An employee desiring to request an exemption from the direct deposit requirement may do so by completing a "Direct Deposit Personal Exemption Request

Form.”

E. *Paper Check Process*

Employees that are granted an exemption from participating in direct deposit will receive a paper check. Exempt employees will be able to pick up their checks on payday from their respective Department. The County Board may secure and offer exempt employees an alternative payment method, other than paper check, as such alternative payment methods become available.

-OR-

Employees that are granted an exemption in participating in direct deposit will receive a paper check. Effective February 1, 2011, all paper checks will be mailed by the County Clerk’s Office on the employee’s designated payday and will be dated the date of the employee’s pay date. No post dated paper checks will be mailed prior to the designated payday. Any employee receiving his or her pay by paper check will be required to maintain a valid mailing address in the system. Mailing addresses can be updated any time by going to the County Clerk’s Office. Employees will not be allowed to pick up their checks on payday.

DATED this ____ day of _____, 2010, at the County-City Building, Lincoln,

Lancaster County Nebraska.

BY THE BOARD OF COUNTY
COMMISSIONERS OF LANCASTER
COUNTY, NEBRASKA

APPROVED AS TO FORM
this ____ day of _____, 2010.

Executive Summary

Lancaster County Human Services Administration
Kit Boesch, Project Director/Human Services Administrator
1115 K Street, Suite A, Lincoln, NE 68508
Phone: 402-441-6868 Fax: 402-441-6805 kboesch@lancaster.ne.gov
Type: Model 2 Implementation Grant
Needs Assessment completed for Lincoln, Lancaster County, Nebraska.

Lancaster County, Nebraska, pop. 270,000 would like to implement our most comprehensive endeavor yet towards ending hunger in our community.

To prevent hunger in our community we must focus on increasing food security while continuing to meet the ongoing food need. We have developed a three prong strategy utilizing 8 of the 14 Hunger-Free Communities goals and aim to become the next state with a Food Security Council. We have the infrastructure in place, the public, private and nonprofit sector commitment, and the urgent need to redirect our food distribution resources towards increasing food security while continuing to meet the food resource demand in Lincoln and Lancaster County. Lancaster County is requesting \$300,000 over the next two years so we would accomplish the following:

- A. We will create a local food security council year 1 and advocate for a statewide council to be established year 2. The Capital City Food Security Council (FSC) would meet 100% of USDA recommendations for participation and will consolidate the many well intended efforts currently occurring throughout the county. It would bring together new partners with similar vision, building our capacity and connectivity. (Initiative Goals 5, 8, 14)
- B. We will significantly increase by 10% each year, people receiving Supplemental Nutritional Assistance Program benefits, thereby relieving some of the pressure currently on our pantries, kitchens, and food lines. We will successfully advocate for the State Department of Human Services to revise the 24 page application used for food stamps to under 5 pages! We will increase the capacity of agencies to assist in the food stamp application process. We will train case managers to administer the Lincoln Food Security Assessment (LFSA) city wide and work with families longer to achieve food security. (Initiative Goals 4, 9)
- C. We will create community wide access through new social media avenues addressing programs that enhance good food purchasing and food preparation skills; and heighten awareness between diet and health. We would strengthen our 2-1-1 information/referral network. (Initiative Goals 6, 7, 13)

The University of Nebraska Lincoln's Center on Children, Families and the Law will be our evaluator. With a Food Security Council in place, local capacity being built, a reasonable application available and educational tools for families, we will have more effective strategies to meet increasing community food resource demands while increasing food security in Lincoln, Lancaster County, Nebraska.

Lancaster County, Nebraska – “Enhancing Food Security”: Logic Model

Resources	Activities	Measureable Outputs	Impact	Timeline
<ul style="list-style-type: none"> - Human Services Federation of 137 nonprofits agencies - Basic/Emergency Needs Coalition - County Extension Office UNL-CCFL Research Office - 100 businesses working with Food Bank of Lincoln - 5 major agencies in a Food Distribution Network - 2010 Needs Assessment - 2-1-1 Information Line - Lincoln Association of Case Management - On-line Access to Food Stamp Application (new) in English/Spanish - Public School Backpack Program - 16 Community Gardens - 3 Community Kitchens - 6 Federal food programs - Additional food resources - SNAP Outreach Program 	<ol style="list-style-type: none"> 1. Create a Capital City Food Security Council (FSC). 2. Develop a comprehensive plan addressing FSC objectives. 3. Advocate for a shorter Food Stamp application. 4. Build capacity of agencies addressing food security. 5. Train Food Stamp Assistants on completing online SNAP applications. 6. Design PSA’s to promote use of food stamps. 7. Develop Lincoln Food Security Assessment (LFSA). 8. Train case managers on completing and use of LFSA. 9. Update 2-1-1 on resources and quarterly. 10. Create central common website on Food Security. 11. Develop/collect information for expanded website use. 12. Translate into 4 languages. 13. Develop new social networks for Food Security information sharing. 14. Do annual evaluation. 	<ol style="list-style-type: none"> 1. A 25 active member Food Security Council. 2. Increase in Lancaster County residents using food stamps. 3. Involvement of new sectors in public policy food security issues. 4. A 5 page food stamp application. 5. A case management network trained on the LFSA. 6. A more informed 2-1-1 information center. 7. New methods of communication via social media. 8. More New Americans will access information and community food security initiatives. 	<ol style="list-style-type: none"> 1. We will bring together a diverse stakeholder group integrating public and private resources to alleviate food insecurity. 2. We will promote an increase usage of initiatives to alleviate food insecurity. 3. We will increase access and use of SNAP benefits to food insecure households. 4. We will redirect our food distribution resources towards food security while continuing to meet the food resource demand. 5. We will effect system change in refocusing food distribution efforts while increasing food security. 	<ul style="list-style-type: none"> - FSC will be fully operational with a comprehensive action plan in 1 year. - Agency capacity to address SNAP applications can start within 45 days and will continue for full strength for 2 years. - The public policy media campaign will take 3 months to create, 6 months of active implementation for success no later than 2012 legislative session. - LFSA developed and case managers trained within the first 4 months. - The website design will begin immediately in English/Spanish. Other social media efforts will be designed over the first 3 months and continue over 2 years.

Budget Year 1 and Year 2

	<u>Year 1</u>	<u>Year 2</u>
A. Project Coordinator \$20/hr x 2,080 hrs =	\$38,480	\$39,250
B. (5) Food Stamp Assistants/Trainers \$10/hr x 10 hrs per wk x 52 x 5 = \$1,000 mileage cost per assistant x 5 Train new volunteers =	\$26,000 \$ 5,000	\$26,000 \$ 5,000 \$ 3,868
C. Educational Outreach Website Enhancement/Maintenance = \$10,000 Outreach Coordination = \$4,800 Class instruction = \$2,700 Translation Assistance = \$3,200	\$20,700	\$25,000
D. Food Stamp Campaign Creative Design = \$10,000 TV/Radio Time = \$15,000 Print Media = \$5,000	\$30,000	\$20,000
E. General Operations FSC meetings, postage, rent, etc. = \$1,500 Client Assistance (Child care, transportation, etc.) = \$2,000 Case Management Training = \$500	\$ 4,000	\$ 5,000
F. Evaluation 10% of \$150,000 = Evaluation staff = \$12,000 Years 1 and 2 Outreach Worker CS-MIS licenses/netbooks = \$3,000 Year 1 Outreach Worker CS-MIS licenses/pilot client incentives = \$3,000 Year 2	\$15,000	\$15,000
G. Indirect Cost Rate (13.5) 5% =	<u>\$ 7,700</u>	<u>\$ 7,700</u>
	Total Request \$150,000	\$150,000
H. In-Kind Match Human Services Federation = Lancaster County Human Services = University of NE Extension in Lancaster County = UNL Center on Children, Families & the Law = Food Security Council =	\$14,800 \$12,750 \$ 1,000 \$ 4,000 <u>\$12,512</u>	\$14,800 \$12,750 \$ 1,000 \$ 4,000 <u>\$ 6,255</u>
	Total \$45,062	\$38,805
Total Project	\$195,062	\$188,805

Budget Justification:

- The Project Coordinator will be expected to oversee the project as a whole, and develop the Food Security Council in particular. They will be contracted at \$18,50/hr for 2,080 hours a year or **\$38,480**. Year 2 they would receive a 2% increase, **+\$770**.
- 5 Food Stamp Assistants who will rotate sites (pantries, kitchens, shelters) would be contracted at \$10/hr and asked to work 10 hrs/week for the year. They will keep mileage and turn it in for reimbursement up to a maximum of \$1,000 each. Year 2 we anticipate some turnover and have included training costs. Year 2 they will still assist clients but will also be charged with training staff of key agencies as well. $\$10/\text{hr} \times 10/\text{hrs per week} \times 52 \text{ weeks} \times 5 \text{ workers} = \mathbf{\$26,000}$. $\$1,000 \text{ mileage maximum} \times 5 \text{ workers} = \mathbf{\$5,000}$. Additional training expenses for sustainability year 2 = **\$3,868**.
- Educational Outreach will focus on the enhancement of the University of Nebraska Extension in Lancaster County website and its maintenance in English, year 1; and Spanish, Vietnamese, Arabic and Karen, year 2. Coordination/maintenance (**\$10,000**) and \$800 per language $\times 4 =$ the **\$3,200**. Promotional materials (**\$4,800**) Outreach Coordination 20 hrs per mo $\times 12 = 240 \text{ hours} \times \$20/\text{hr} = \mathbf{\$4,800}$, and class materials to be used in computer training courses throughout Lincoln (**\$2,700**).
- While some Social Media itself is not expensive, creation of what to put on it is. We are seeking **\$30,000** to provide Creative Design work (\$10,000); pay for radio and television time (\$15,000) and printed materials (\$5,000). Year 2 we will continue the campaign – if necessary – but will not need additional creative time.
- General Operations includes \$125/mo $\times 12 \text{ months}$ or **\$1,500** to assist with FSC meetings, postage, supplies, etc. **\$2,000** is set aside to assist clients with child care and transportation if this is what is necessary to have new food stamp recipients grow in number. Finally, the Human Services Federation will host a Case Management training twice a year (turn over rate is extremely high) at **\$250/per training** to know why and how to use the Food Security Survey. Total general operations - **\$4,000 year 1**. A growth in activity is anticipated adding **\$1,000 for year 2**.
- Evaluation is 10% of the total cost of the request (\$150,000/year) or \$15,000/year. Both years 1 and 2, \$12,000 will be used to contract with the University of Nebraska – Lincoln Center on Children, Families and the Law to implement the proposed evaluation plan. Each year, \$3,000 will be used to cover the cost of licenses for Service Point data collection; and client surveys.
- The County has a federal indirect cost rate of 13.5% (see attached letter). We are seeking to donate much of that, requesting only \$7,700 or 5% be allocated for this grant.

Match Funds

The Human Services Federation (HSF) will provide an office (rent and utilities) in the amount of \$3,000 ($\$250/\text{month} \times 12 = \$3,000$). In addition, supervision time and staff support is estimated at 10% of the HSF's executive director's time ($10\% \times \$48,000 = \$4,800$). The HSF will commit to matching educational outreach materials, FSC minutes, etc., up to \$2,000. They (HSF) will also provide the initial training to the Food Stamp Assistants and facilitate subcommittees of the FSC ($\$500/\text{mo} \times 10 \text{ months} = \$5,000$). The total HSF in-kind contribution is \$14,800.

The County is requesting only 5% of the its allocated 13.5% indirect cost rate. We will donate 8% or \$12,750 toward the project because of its importance to city/county residents.

University of Nebraska Extension in Lancaster County is critical to the creation of the website and linkages to existing information. Due to the volume of food information they already possess and their knowledge of USDA and other sites, their technical assistance will be of value. They will donate staff time for 10 hours \times \$100/hr or \$1,000 to the project.

The UNL Center on Children, Families and the Law will research best practice models in successful Food Security Councils and keep the data on the Consumer Food Security Survey. 40 hrs \times \$100/hr or \$4,000 will be donated to this project.

During the first year we anticipate monthly meetings of the Food Security Council. Year 2 they may choose to meet every other month. The FSC will see approximately 25 in attendance for 2 hours each time. Year 1 – 25 persons \times 12 meetings \times 2 hours each = 600 hours. According to the Corporation for National and Community Service, the estimated value of volunteers for 2010, is \$20.85/hour. 600 hours \times \$20.85/hours = **\$12,510**. Year 2 the FSC will go to 6 meetings a year, 300 hours or **\$6,255** in donated volunteer time.