

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, JUNE 20, 2013
8:30 A.M.**

Commissioners Present: Larry Hudkins, Chair
Brent Smoyer, Vice Chair
Deb Schorr
Roma Amundson

Commissioners Absent: Jane Raybould

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

Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and provided to the media on June 19, 2013

The Vice Chair noted the location of the Open Meetings Act and opened the meeting at 8:31 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF JUNE 13, 2013
AND DEPARTMENTAL BUDGET HEARINGS OF MAY 21, 2013
(AFTERNOON SESSION)**

MOTION: Amundson moved and Schorr seconded approval of the minutes of the June 13, 2013 Staff Meeting and May 21, 2013 Departmental Budget Hearings (afternoon session). Schorr, Amundson and Smoyer voted aye. Hudkins and Raybould were absent from voting. Motion carried 3-0.

2 ADDITIONS TO THE AGENDA

- A. Letter to State Senator Campbell in Support of Legislative Bill (LB) 577 (Change Provisions Relating to the Medical Assistance Program) (Exhibit A)
- B. Indigent Defense Advisory Committee Appointment and Reappointments (Exhibit B)
- C. Breastfeeding Policy Update (Exhibit C)

MOTION: Schorr moved and Amundson seconded approval of the additions to the agenda. Amundson, Schorr and Smoyer voted aye. Hudkins and Raybould were absent from voting. Motion carried 3-0.

3 OLD JAIL REUSE PLAN - John Kay, Sinclair Hille & Associates Inc.; Don Killeen, County Property Manager

John Kay, Sinclair Hille & Associates Inc., discussed the Lancaster County Adult Detention Facility Reuse Study, noting there were structural aspects that made the original plan expensive, such as the need for structural in-fill to make the third floor usable for office or light storage space (there is currently a mezzanine and a roof depression in that area). The structural in-fill, which would add \$5,500,000 to \$6,000,000 to the cost of the project, would consist of driving steel piles down through the garage area and would result in a loss of eight parking stalls. He gave an overview of options for a less than full remodel plan (see drawings in Exhibit D), noting one of the variables is the sally port. Kay said it can remain in its current location but will have future implications. He said the new Drug Court reporting and testing entrance on the south side could remain but the other areas proposed on the drawing wouldn't necessarily have to happen.

Amundson inquired about the Sheriff's morgue. Kay said it is part of the long-range plans.

Kay noted that one of the goals of the study was to address the departments located in Trabert Hall (County Attorney's Child Support Division and Adult Probation). He referred to the drawing of the first floor and said the original concept was to co-locate Adult Probation and Community Corrections. Under the less than full remodel plan, Adult Probation and the County Attorney's Child Support Division would be located in that space but there would not be space for Community Corrections. The meeting rooms, restrooms and lobby area would remain. Kay said the space will be tight and would not accommodate future growth.

Kay then addressed the second floor and said if the sally port is moved, it would open up the rest of the floor plate for office space. Schorr inquired about that cost of that component. Kay said it was projected to be \$527,000, including the new elevator and conversion of existing cell blocks. He said Mike Thurber, Corrections Director, has indicated that the holding area may need to be increased, which would affect the cost.

Don Killeen, County Property Manager, said the original plan also looked at the next court moves. He said the new Juvenile Court courtroom will likely move to the fourth floor of the Justice and Law Enforcement Center with the rest of the Juvenile Court courtrooms and the County Attorney's Office will have to be relocated. It was anticipated to move them to the second floor of the Old Jail. Killeen noted the Public Building Commission (PBC) purchased the Alfred Benesch & Company Building, 825 J Street, and said that building would be available to house the entire County Attorney's

Office in five years. The space on the second floor of the Old Jail could then be used to accommodate the future space needs of the District and County Courts. He said the remaining space could help accommodate Juvenile Probation's expansion.

Schorr asked whether there is space for relocation of the Crisis Center. **NOTE:** The Crisis Center is currently located in the building housing the Community Mental Health Center (CMHC), 2201 South 17th Street. Killeen said there would be space available on the second floor for the Crisis Center on an interim basis because the County and District Courts will not need additional courtrooms for several years.

Gwen Thorpe, Deputy Chief Administrative Officer, inquired about Community Corrections. Killeen said they can remain in their current location.

Kay noted some demolition work will be necessary. Killeen said \$600,000 has been allocated in the PBC budget which could be used to begin the demolition, if the Board decides to make it a PBC project.

Smoyer questioned whether demolition and construction of a new building would be more cost effective than renovation of the existing building. Kay said he does not believe so, noting there is already a significant investment in the building.

Smoyer suggested another option might be to sell Trabert Hall and use the proceeds to move certain offices to the Experian Building, 949 West Bond Street, which is owned by the City. Schorr asked what other offices are located in Trabert Hall. Killeen said Veterans Service/County General Assistance is still located there but said it won't be difficult to find space for that office. The State also leases space in the building.

Schorr asked Kay to bring back a phasing plan, with financing projections, to the July 11th County Board Staff Meeting. She stated relocation of the offices in Trabert Hall is a priority and said she would also like to see a projection of costs for renovation of space for the Crisis Center. Kay was also asked to provide a different color plan to reflect the different phases.

Hudkins arrived at the meeting at 9:13 a.m.

ADDITIONS TO THE AGENDA

- A. Letter to State Senator Campbell in Support of Legislative Bill (LB) 577 (Change Provisions Relating to the Medical Assistance Program) (Exhibit A)

MOTION: Schorr moved and Hudkins seconded to approve the letter. Schorr, Smoyer, Amundson and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

B. Indigent Defense Advisory Committee Appointment and Reappointments (Exhibit B)

The Board scheduled the item on the June 25, 2013 County Board of Commissioners Meeting agenda.

C. Breastfeeding Policy Update (Exhibit C)

It was noted the revision to the breastfeeding policy was approved at the June 11, 2013 County Board of Commissioners Meeting.

ADMINISTRATIVE OFFICER REPORT

A. Lincoln-Lancaster County Consolidation Task Force Update

Ann Post, Chair of the Lincoln-Lancaster County Consolidation Task Force, appeared and said the Task Force has decided to look at each grouping (City Public Works & Utilities and the Lancaster County Engineer's Office; Lincoln Police Department (LPD) and the Lancaster County Sheriff's Office; City Clerk's Office and County Clerk's Office; and City Attorney's Misdemeanor Prosecution Division and the Lancaster County Attorney's Office) one at a time, beginning with the public safety area. She said the members have offered a lot of ideas and the next step is for the Task Force to select those they would like to pursue further. Post said consideration will be given to what consolidation would look like and what changes would need to be made, i.e., policy, structure, legislation, etc.

NOTE: The agendas and minutes of the meetings of the Lincoln-Lancaster County Consolidation Task Force, and related documents, are available on the County Clerk's webpage: <http://lancaster.ne.gov/clerk/consolidate.htm>.

B. Community Mental Health Center (CMHC) Advisory Committee Role in Monitoring CMHC Transition

Discussion took place regarding the Community Mental Health Center (CMHC) Advisory Committee's plans to establish an ad hoc committee to monitor the transition of community behavioral health services from CMHC to new providers. Schorr and Smoyer questioned where the self-appointed group receives its authority.

There was consensus to schedule further discussion with Ron Sorensen, CMHC Executive Director, on the June 26th Staff Meeting agenda.

4 INTERLOCAL AGREEMENT FOR IMPROVEMENT OF MALCOLM ROADS - Nadine Link, Malcolm Village Clerk; Don Thomas, County Engineer

Nadine Link, Malcolm Village Clerk, said Malcolm recently implemented a paving district to improve an asphalt road. She said Malcolm would also like to “crown” four gravel roads and asked whether it would be possible to enter into an interlocal agreement with the County for the work.

Don Thomas, County Engineer, said his department is not in a position to take on additional work. He said there are two or three contractors nearby that do this type of work and said he could assist Malcolm in finding someone.

Link said there is an eight block span of 55 M Spur/Northwest 112th Street that runs through Malcolm that Malcolm is required to maintain. **NOTE:** The other ends of the road are maintained by the County and State. Link asked whether Malcolm could contract with the County for crack sealing and striping of that section. Thomas said state statutes prohibit him from spending money on non-County paved roads but said he could assist Malcolm with finding an asphalt contractor.

Brittany Behrens, Deputy County Attorney, appeared and said Malcolm could “piggy-back” onto the County’s asphalt contract, if the contractor is willing.

ADMINISTRATIVE OFFICER REPORT

C. One and Six Year Road and Bridge Improvement Program Public Hearing (November 19, 2013)

There was consensus to hold the public hearing on November 19, 2013, beginning at 7:00 p.m.

5 JUVENILE TRACKER CONTRACT WITH CEDARS YOUTH SERVICES
- Brittany Behrens, Deputy County Attorney

Brittany Behrens, Deputy County Attorney, said the County has had a contract for several years with Cedars Youth Services, through Juvenile Probation, for tracker services. The contract amount of \$25,000 is part of Juvenile Probation’s budget. The services were also funded in part with a Juvenile Accountability Incentive Block Grant (JAIBG). The combined funding paid for one full-time equivalent (FTE) at Cedars to provide tracker services, based on a per unit rate. The per unit rate is based on the combined funding amount. She said Cedars notified Lori Griggs, Chief Juvenile Probation Officer, that the JAIBG funding decreased and Cedars will only be able to draw down \$9,365.63 of the \$25,000 even though it will have provided \$25,000 in

services through the end of the contract. Behrens said Griggs is comfortable amending the per unit rate for a brief period of time to allow Cedars to invoice the County for the cost of services already provided. She said the contract will be redrafted next year and may be based on a number of units for a fixed sum.

The Board scheduled the contract amendment on the June 24, 2013 County Board of Commissioners Meeting agenda.

ADMINISTRATIVE OFFICER REPORT

D. Lincoln Journal Star Newspaper Renewal (\$265.00 per year)

MOTION: Smoyer moved and Amundson seconded approval. Amundson, Schorr, Smoyer and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

E. Invitation to Saltdogs Baseball Game (July 10, 23 or 24, 2013)

Board members indicated a preference to attend the July 23rd game.

DISCUSSION OF BOARD MEMBER MEETINGS

A. Information Services Policy Committee (ISPC) - Raybould

No report.

B. Parks and Recreation Advisory Board - Hudkins

Hudkins reported there was further discussion of parking options for events at Pinewood Bowl Theater in Pioneers Park.

C. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Smoyer

Smoyer said Dave Shively, Election Commissioner, attended the meeting and discussed the costs of holding City elections. He said the Committee also discussed the South Beltway project.

D. General Assistance (GA) Monitoring Committee - Hudkins, Amundson

Amundson said they discussed the denial percentage rate.

6 BUDGET UPDATE - Dennis Meyer, Budget and Fiscal Officer

Mike Thurber, Corrections Director, appeared and said he will reduce the capital outlay and salaries line items in the Corrections budget by \$78,000 and \$150,000, respectively.

Dennis Meyer, Budget and Fiscal Officer, noted one of the biggest concerns is what the heating and cooling costs will be for the new Lancaster County Adult Detention Facility (LCADF).

Schorr asked Thurber how he allocated for heating and cooling costs in the holding area of the Old Jail facility. Thurber said he included four months of costs in the budget.

Schorr said she knows Thurber has concerns regarding the bond payment for the District Energy Corporation (DEC) geothermal energy plant that will heat, cool and provide backup power to the new LCADF that was included in the Corrections budget and asked whether the amount could be renegotiated. Meyer said the bond amount is set but the County could have a reduction in usage costs if the energy plant serves other facilities in the future.

Terry Wagner, Lancaster County Sheriff, and Jeff Bliemeister, Chief Deputy Sheriff, appeared and discussed the Sheriff's capital outlay items. Bliemeister noted the Sheriff's Office requested seven marked vehicles and one transport vehicle in the budget and is willing to hold off on the purchase of the transport vehicle, based on a mileage analysis, for a savings of \$22,000. Wagner said they generally try to replace a quarter of the fleet every year. He said it has been less than that the last three years. Wagner said they have four transport vans, three of which have mileage in excess of 100,000 miles. Eight of the Sheriff's vehicles are in the ancillary divisions and five have mileage in excess of 140,000 miles.

Bliemeister also reported on personnel changes, one of which is a retirement that was not anticipated and will occur in the new budget year. He said they are also aware of two other possible retirements within the two year contract period and budgeted accordingly. There will also be several vacancies that will save approximately \$39,000.

Schorr inquired about the Radio Sinking Fund. Meyer said the Sheriff's Office still needs approximately \$179,000 and that amount will be split between the next two fiscal years.

Budget discussion with the County Treasurer, Youth Services Center (YSC), and Crisis Center Director will be scheduled on next week's agenda. Computer requests will also be discussed.

7 ACTION ITEMS

There were no action items.

8 CONSENT ITEMS

There were no consent items.

9 ADMINISTRATIVE OFFICER REPORT

- A. Lincoln-Lancaster County Consolidation Task Force Update
- B. Community Mental Health Center (CMHC) Advisory Committee Role in Monitoring CMHC Transition
- C. One and Six Year Road and Bridge Improvement Program Public Hearing (November 19, 2013)
- D. Lincoln Journal Star Newspaper Renewal (\$265.00 per year)
- E. Invitation to Saltdogs Baseball Game (July 10, 23 or 24, 2013)

Items A-E were moved forward on the agenda.

10 PENDING

There were no pending items.

11 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Information Services Policy Committee (ISPC) - Raybould
- B. Parks and Recreation Advisory Board - Hudkins
- C. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Smoyer
- D. General Assistance (GA) Monitoring Committee - Hudkins, Amundson

Items A-D were moved forward on the agenda.

12 EMERGENCY ITEMS AND OTHER BUSINESS

Hudkins reported on the Food Bank Kick-Off Breakfast he attended earlier in the day.

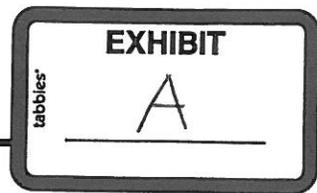
13 ADJOURNMENT

MOTION: Smoyer moved and Amundson seconded to adjourn the meeting at 10:33 a.m. Amundson, Smoyer, Schorr and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.



Dan Nolte, Lancaster County Clerk





Kerry P. Eagan

From: Gary Chalupa
Sent: Wednesday, June 19, 2013 10:40 AM
To: Kerry P. Eagan
Subject: LB 577
Attachments: 2013 FiscalNote LB577.doc

Kerry; I propose sending this email (see below) to Senator Campbell. I believe I need the County Board approval/blessing.

How do we proceed?

Gary Chalupa
VA/GA

Good Morning Senator Campbell;

On February 22, 2013 in support of LB 577, Lancaster County submitted a fiscal note (copy attached) indicating a fiscal impact of \$2.5 million dollars if LB 577 does not pass.

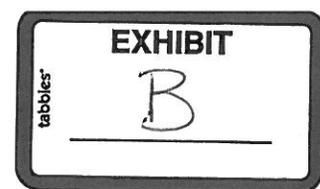
We do not yet know the full impact of The Affordable Health Care Act. Recent information points towards a discontinuance of the prescription assistance programs. These programs provide medications to no/low income persons and are fully funded by the pharmaceutical companies. The prescription assistance program is also a very large part of the Lancaster County General Assistance program. The discontinuation of these programs will have an adverse impact on Lancaster County GA budget and the citizens of Lancaster County.

As you may well remember from your days as a County Commissioner, our pharmacy bills were averaging \$125,000 per month prior to taking full advantage of the prescription assistance program. Since that time, we have averaged a monthly expenditure of approximately \$30,000 per month. If the Prescription Assistance program is discontinued and Nebraska does not expand Medicaid as part of The Affordable Care Act, these additional costs will add an estimated \$1 million dollars to our annual General Assistance budget.

While I think we can all agree this is a significant amount of money, it only reflects the impact on those who qualify for General Assistance. I don't think we have any way of tracking or identifying the number of Lancaster County residents who do not qualify for General Assistance but who do qualify for and utilize the Prescription Assistance program.

We hope you find this information useful during the continued discussions in support of LB 577.

Thank You,
Gary Chalupa
Lancaster County General Assistance



LAW OFFICES OF THE
LANCASTER COUNTY PUBLIC DEFENDER
COURTHOUSE PLAZA
633 SOUTH 9TH STREET
LINCOLN, NE 68508
(402) 441-7631
FAX (402) 441-6059

MEMORANDUM

TO: Lancaster County Board of Commissioners

FROM: Dennis R. Keefe, Lancaster County Public Defender

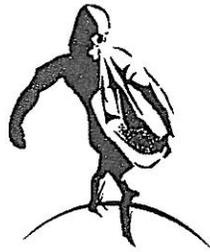
DATE: June 19, 2013

SUBJECT: Reappointment of Sean Brennan and Jeanelle Lust and the Appointment of Dallas Jones to Replace Randall Goyette to The Lancaster County Indigent Defense Advisory Committee For Three Year Terms.

Pursuant To Lancaster County Board of Commissioners' Resolution Number 5215 establishing the Lancaster County Indigent Defense Advisory Committee, the Lincoln Bar Association Board of Trustees has nominated Sean Brennan and Jeanelle Lust for reappointment and Dallas Jones for a new appointment to replace Randall Goyette, all for terms of three years ending May 12, 2016. Please see the attached letter from Frank Daley, President of the Lincoln Bar Association.

Based upon these nominations, it is requested that The Lancaster County Board of Commissioners reappoint Sean Brennan and Jeanelle Lust to additional terms of three years expiring May 12, 2016 and appoint Dallas Jones to a new term to replace Randall Goyette, for a three year term expiring May 12, 2016.

If you have any questions, please do not hesitate to contact me.



LINCOLN

BAR ASSOCIATION

June 17, 2013

Dennis R. Keefe
Lancaster County Public Defender
633 S 10th St
Lincoln, NE 68508

Dear Dennis:

After consideration by the Board of Trustees, the Lincoln Bar Association nominates Sean Brennan, Jeanelle Lust and Dallas Jones for positions on Lancaster County Indigent Defense Advisory Committee.

As always, thank you for the excellent service you and your staff provide to the people of Lancaster County.

Sincerely,

A handwritten signature in black ink that reads "Frank Daley". The signature is written in a cursive, flowing style with a large, sweeping initial "F".

Frank Daley
President
P.O. Box 94704
Lincoln, NE 68509

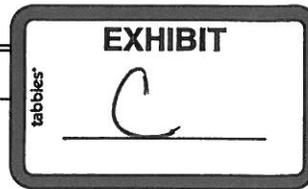
Personnel Policy Bulletin

Lancaster County

Number: 2013-1

Date: June, 2013

Reference: Supercedes Personnel Policy Bulletin 2001-4	Title: Breastfeeding Policy
--	---------------------------------------



According to the American Academy of Pediatrics (AAP), extensive research confirms the diverse and compelling health advantages of breastmilk. The AAP's 1997 policy paper on breastfeeding recommends that newborns be fed breastmilk exclusively for 6 months and that breastfeeding continue for at least 12 months.

In addition, The U.S. Surgeon General's 2000 Blueprint on Breastfeeding states that despite multiple health and economic benefits, breastfeeding rates are too low, especially among non-white infants. These low rates amount to a public health challenge as breastfeeding is one of the most important contributors to infant health, as well as being a factor in improving maternal health and contributing economic benefits to the family, the health care system and the workplace.

Breastfeeding is considered a primary factor in reducing infant and maternal illnesses and reducing health care costs. It is also a preventive factor in employee absenteeism as employees who breastfeed miss less work due to sick children at home. Lancaster County can help improve the health of infants and support the growing number of mothers in the workforce who choose to breastfeed, as well as encourage more working mothers to breastfeed. This policy is established to provide guidelines reducing barriers to new mothers in the County workforce who choose to breastfeed their infants.

I. POLICY

- A. Lancaster County, as an employer, recognizes that working mothers are a vital part of its workforce. It shall be the policy of Lancaster County to support mothers who choose to breastfeed their infants by enabling mothers to express and collect their milk during work hours.
- B. It is the goal of Lancaster County to identify proper private space, other than a bathroom, within each building occupied by County employees for the purpose of allowing mothers to express breast milk. These areas should, at a minimum, provide:
 - a room with no windows or windows with blinds providing privacy;
 - a lock on the door; and
 - an electrical 110v outlet.

In the absence of a room that can be set aside, a private office with the above minimum requirements that can be scheduled for 15-20 minute sessions three times per day, may be used.

- C. Lancaster County shall provide reasonable break time for an employee to express breast milk for her nursing child for 1 year after the child's birth each time such employee has need to express the milk. For employees who are not exempt from overtime under the Fair Labor Standards Act, these breaks may coincide with the employee's two 15-minute breaks. Any additional breaks will not be treated as compensable time. (See, 29 U.S.C. § 207(r)).

Personnel Policy Bulletin

Lancaster County

Number: 2013-1

Date: June, 2013

Reference:	Title:
Supercedes Personnel Policy Bulletin 2001-4	Breastfeeding Policy

II. PROCEDURE

- A. Employees who have given birth and returned to the workforce should notify their supervisor that they intend to breastfeed their infant and would like to express their milk during work hours.
- B. The supervisor should contact the Personnel Department to identify an appropriate space that has been identified in the building for this purpose.
- C. All efforts to allow vacation, leave without pay, or flex time for this purpose will be made with the supervisor's approval.



Doug McDaniel, Personnel Administrator

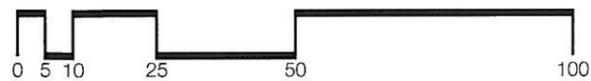
6-19-2013

Date

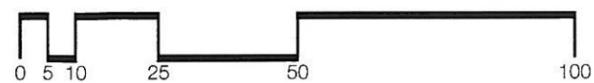
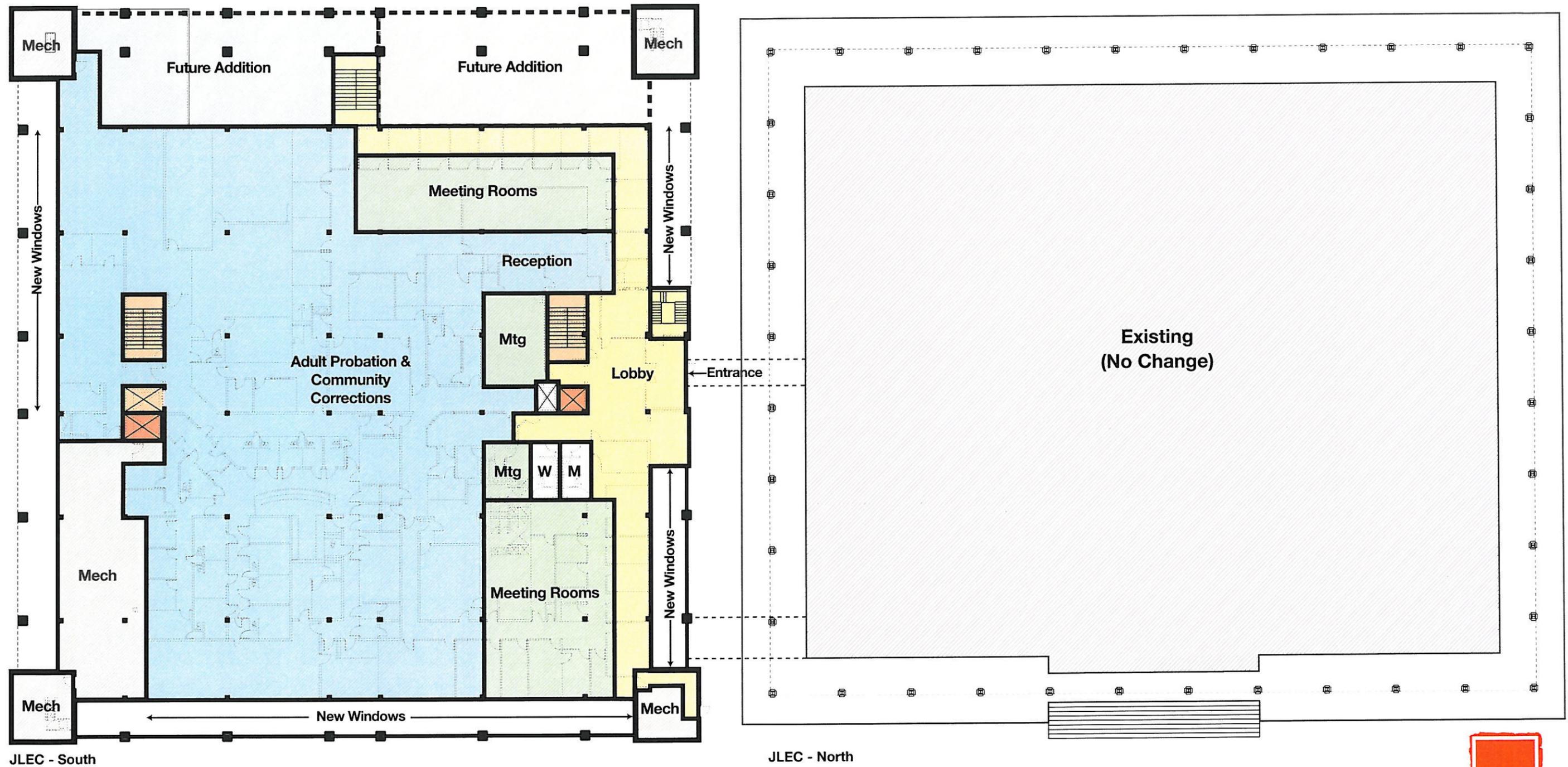
Larry Hudkins, Chair
Board of County Commissioners

Date

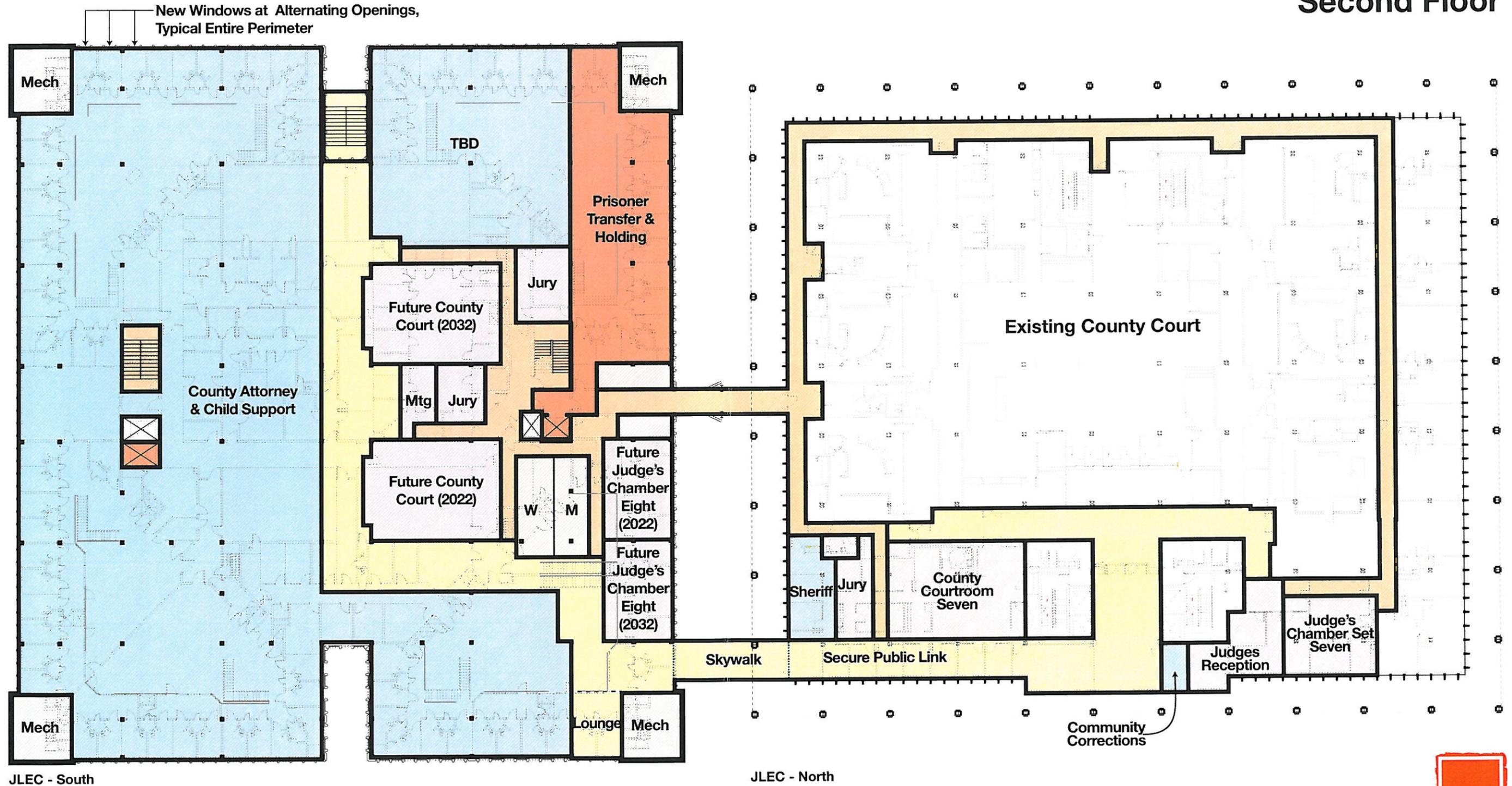
Lower Level



First Floor

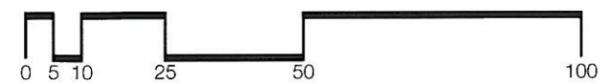


Second Floor



JLEC - South

JLEC - North



Third Floor Option



JLEC - South

JLEC - North



Fourth Floor



JLEC - South

JLEC - North

