

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
BILL LUXFORD STUDIO (ROOM 113)
THURSDAY, JUNE 19, 2014
8:30 A.M.**

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

Commissioners Absent: Jane Raybould

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dennis Meyer, Budget and Fiscal 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 18, 2014.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:32 a.m.

AGENDA ITEM

1 APPROVAL OF THE MINUTES OF THE JUNE 12, 2014 STAFF MEETING AND DEPARTMENT BUDGET HEARINGS OF MAY 21, 2014 (MORNING AND AFTERNOON SESSIONS)

MOTION: Smoyer moved and Schorr seconded approval of the minutes of the June 12, 2014 Staff Meeting and the Departmental Budget Hearings of May 21, 2014. Amundson, Smoyer, Schorr and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

2 ADDITIONS TO AGENDA

- A. Legislative Retreat Date
- B. Request from Omaha World-Herald Newspaper to Interview Kerry Eagan, Chief Administrative Officer, on the Subject of Unfunded Mandates
- C. Laptop Computer Request from County Clerk's Office (Exhibit A)
- D. Interviews for Emergency Management Director Position

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

3 LABOR NEGOTIATIONS - Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Richard Grabow, Deputy County Attorney

MOTION: Smoyer moved and Schorr seconded to enter Executive Session at 8:35 a.m. for the purpose of protecting the public interest with regards to labor negotiations.

The Chair restated the motion for the record.

ROLL CALL: Schorr, Amundson, Smoyer and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

MOTION: Amundson moved and Smoyer seconded to exit Executive Session at 8:55 a.m. Amundson, Smoyer, Schorr and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

ADDITIONS TO AGENDA

- A. Legislative Retreat Date

The Chair noted the Legislative Retreat is scheduled to be held on August 7th, from 8:00 am. to 12:00 p.m., at the Lincoln Public Schools (LPS) District Office (5905 O Street). He asked that the date be changed, as he has a conflict on that date. There was consensus to reschedule it to August 14th, at the same time and location.

- B. Request from Omaha World-Herald Newspaper to Interview Kerry Eagan, Chief Administrative Officer, on the Subject of Unfunded Mandates

There was no objection to the request.

C. Laptop Computer Request from County Clerk's Office (Exhibit A)

Cori Beattie, Deputy County Clerk, explained a laptop computer used for Board of Equalization (BOE) proceedings and at County Board meetings is no longer functioning. She said the cost of a new laptop will be \$1,013.42 and suggested the BOE budget may be a funding option.

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

D. Interviews for Emergency Management Director Position

There was consensus to conduct interviews with the top six candidates for the position (Don Brazie, James Davidsaver, Pat Gerdes, Mark Hosking, Keith Krueger, and James Rogers) on Tuesday, June 24th in The Bill Luxford Studio (Room 113), beginning at 1:00 p.m., and to allow 20 minutes for each interview. It was noted two of the candidates who live out-of-town will be interviewed via Skype (video telephone call). The Board will narrow the slate of candidates, following the interviews, and those candidates will be provided an opportunity to tour the Emergency Operations Center.

Beattie said the County Clerk's Office will prepare an agenda and have a presence at meeting, since there will be a quorum of the Board.

4 VACATION OF WEST PROSPECTOR COURT - Christy Eichorn, Planner

Christy Eichorn, Planner, said the City discovered during the review for the Speedway Sporting Village project (soccer complex) that much of the right-of-way in that area was not being utilized. She disseminated an aerial map of the area (Exhibit B) and said the City is proposing to vacate right-of-way for the roadways shown in red. Eichorn said the County owns the parcels on either side of one of the roadways (West Prospector Court) and would need to submit a petition requesting the vacation in order for the City to proceed. She said the County would get the entire right-of-way if it is vacated, with the City retaining all the easements.

The Chair asked Pam Dingman, County Engineer, who was present for the discussion, whether she has an opinion. Dingman said she is not familiar with the issue and could not offer an opinion at this time.

MOTION: Schorr moved and Amundson seconded to direct the Planning Department to work with the County Attorney's Office to prepare the appropriate documents for the vacation of West Prospector Court.

Eichorn indicated the City Attorney's Office has drafted the petition for the County Board to sign.

ROLL CALL: Amundson, Smoyer, Schorr and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

5 COMMUNITY MENTAL HEALTH CENTER (CMHC) BUILDING LEASE WITH LUTHERAN FAMILY SERVICES (LFS); REQUEST FOR SYSTEMS FURNITURE - Todd Reckling, Vice President of Children, Family and Community Services, Lutheran Family Services (LFS)

Todd Reckling, Vice President of Children, Family and Community Services, Lutheran Family Services (LFS), asked the Board to: 1) Delay the start of LFS's lease of the Community Mental Health Center (CMHC) Building (2201 South 17th Street) from April 1, 2014 to July 1, 2014; and 2) Allow LFS to utilize the system furniture on the lower level of the building as part of the lease agreement.

Hudkins asked whether the furniture would remain County property. Reckling assured him it would. Don Killeen, County Property Manager, appeared and said the question is whether the County will have a need for furniture if another department needed to move into that space. Hudkins asked Reckling whether LFS could utilize the furniture in its present location on the lower level. Reckling said LFS is not inclined to move into that space, as there is no cell phone reception and they could not operate an effective program in that space. He said part of the reason for the request is LFS plans to move all of its programming into the building. Killeen said if the County allows LFS to use the furniture, it would be at their expense to get it moved and reassembled. Reckling noted LFS would also like to rearrange some of the systems furniture in the space they occupy upstairs as well.

There was consensus to approve the request regarding the systems furniture.

Discussion then took place regarding the request to delay the start of LFS's lease. Hudkins asked the amount of the abatement. Reckling said it would be a little over \$38,000.00 (lease will be \$12,667.67 per month). He said part of the rationale is that LFS is still under a contract with the County for the transition of services and said that overarching contract reflects a June 30th date. Reckling said LFS has taken over service delivery and continues to work with Gwen Thorpe, CMHC Interim Administrator, to "iron out the kinks" and work together on best practices and processes for the clients. He noted a final transition wrap-up meeting is planned to discuss conclusion of the contract (see Item 12B). Reckling said LFS has had to deal with a number of issues and unanticipated expenses throughout the discovery process and needs some assistance.

Hudkins asked whether LFS has drawn the full \$450,000 the Board has allocated for the transition process. Reckling said they have not. He said LFS will be submitting a reimbursement request to the County and said after that is paid, there will be \$26,000 remaining on the contract. Schorr asked whether LFS has plans for the remaining funds. Reckling said they will go towards operational expenses.

Killeen said the rent abatement would come out of Fund 66, which is a County fund that is used for County-owned buildings. He noted there are also maintenance and utility expenses and asked whether LFS would pay those costs. Killeen estimated the cost of the rent, utilities and maintenance at \$20,000 a month. Reckling said LFS is asking to not pay rent or utilities until July 1st. It was noted that LFS will take over the cleaning expense on June 1st.

Amundson asked Reckling when LFS realized it was going to be short on funds. Reckling said LFS monitored the funds every month and made adjustments. He noted it had been estimated that CMHC was serving 3,000 clients, adding LFS does not have those numbers and has had to adjust its models and staffing patterns.

Amundson asked whether LFS has received the \$100,000 Region V Systems committed to the transition. Reckling said they have, adding those funds have been used.

MOTION: Amundson moved and Schorr seconded to cover rent, utilities and maintenance costs for Lutheran Family Services (LFS) at the Community Mental Health Center (CMHC) for one (1) month.

C. J. Johnson, Region V Systems Administrator, appeared and noted the Board had authorized \$25,000 for the study by the University of Nebraska-Lincoln (UNL) Public Policy Center on the effectiveness of the transition and said that project was delayed. He said if the Board is willing to include those funds in the discussion, Region V Systems could figure out a way to pay that expense.

ROLL CALL: Schorr, Amundson, Smoyer and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

Smoyer exited the meeting at 9:35 a.m.

ADMINISTRATIVE OFFICER REPORT

B. Transition Wrap-Up Meeting With Lutheran Family Services (LFS)

Thorpe said a meeting has been scheduled on June 26th to finalize the transition of core services (outpatient counseling, day treatment, community support and medication management) to Lutheran Family Services (LFS). It was noted

Commissioners Hudkins and Schorr; Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer and Community Mental Health Center (CMHC) Interim Administrator; Dennis Meyer, Budget and Fiscal Officer; Richard Grabow, Deputy County Attorney, and C. J. Johnson, Region V Systems Administrator, plan to attend the meeting.

Smoyer returned to the meeting at 9:38 a.m.

RETURNING TO ITEM 5

Johnson said Region V will delay the billing to the County for the contract related to the study and he will take the issue to the Region V Governing Board, which is not scheduled to meet until September. **NOTE:** The County Board approved the contract with Region V Systems to fund a research professional to conduct a process evaluation of the transition of behavioral health services from CMHC to new service providers on June 3rd (Contract No. C-14-0268). Lancaster County agreed to reimburse Region V Systems \$25,000 toward the cost of the services provided under the Research Agreement.

6 FENCE WITHIN RIGHT-OF-WAY (NORTH 27TH STREET, SOUTH OF MILL ROAD) - Pam Dingman, County Engineer; Tyrol Ehlers, Property Owner

Amundson said she visited Tyrol Ehlers' property at 2385 West Mill Road in Raymond, Nebraska after discussion of the fence issue at the June 5th Staff Meeting and found he had not finished constructing the fence. **NOTE:** County Engineering had discovered that Ehlers had removed a fence on his property that was in the County right-of-way and was replacing it with a new fence. The new fence, which was three-quarters completed, was also in the County right-of-way. Ehlers asked to be allowed to complete the fence as planned, with the understanding that he would move the fence at his expense whenever requested by the County. The Board authorized development of an agreement with Ehlers for the fence being located in the County right-of-way and directed that a notice of the agreement was to be filed with the deed.

Ehlers stated that he has secured liability insurance for the fence.

Pam Dingman, County Engineer, presented a aerial photograph of the area (Exhibit C). She said the portion of the fence that has been constructed to date is in the County right-of-way. Dingman indicated that the County won't have need for the right-of-way for at least 20 years.

Ehlers said he would like to continue to follow the "natural line" in constructing the fence, adding he will have to remove trees if the fence line is adjusted.

There was consensus to allow Ehlers to finish construction of the fence, as planned.

7 STOP PROGRAM UPDATE

Thorpe said she has been working with Dennis Byars, Region V Governing Board Chair, on how to continue the Sexual Trauma/Offense Prevention (STOP) Program and said they will meet on Friday with representatives of the County Attorney, Public Defender, Adult Probation, Adult Parole, and Region V Systems to discuss the next steps. She asked the Board whether the County would be willing to contract with Dr. Mary Paine, who operates the program, through September, which is when the Region V Governing Board Meeting is next scheduled to meet. That would provide time to work on an on-going funding solution. Schorr suggested that Commissioner Smoyer, who serves on the Region V Governing Board and Executive Board, also attend the meeting on Friday. She added that she is hesitant to commit funds until September unless Dr. Paine submits a final budget.

Thorpe noted she is still waiting on more definitive budget figures from Dr. Paine, noting Judi Tannahill, who served as Administrative Services Officer at the Community Mental Health Center (CMHC), has indicated CMHC paid Dr. Paine approximately \$117,500 over the last year. C. J. Johnson, Region V Systems Administrator, appeared and said he has heard varying figures that are purported to reflect the cost to operate the program.

Schorr said this is a critical issue for Region V, as well as a public safety issue, and felt it would be appropriate for Byars to call an emergency meeting of the Region V Executive Board to address it.

Thorpe noted funding for the program ends June 30th and said some clients will have to be returned to the Lincoln Regional Center (LRC) or prison if the program ends.

The Chair indicated the Board would be willing to consider a contract with Dr. Paine, with certain parameters.

8 COUNTY ASSESSOR/REGISTER OF DEEDS CAR REQUEST - Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds, noted Norm Avena, County Assessor/Register of Deeds, made a request at the June 12th Staff Meeting to purchase a new vehicle for the department under the State contract (estimated cost of \$15,500). He explained the department has a different staff configuration than when it made a vehicle request earlier in the year and has the funds in the budget. Gaines added the department anticipates returning \$40,000 in unspent funds to the County after the purchase.

Amundson noted the Board has denied a vehicle request from Brent Meyer, Noxious Weed Control Authority, each of the last four years. She also pointed out the County Assessor's Office received at least 10 new vehicles over the last fiscal year and that when the Board approved the purchase of two vehicles in March, Agena indicated he should not have a need for any additional vehicles for the next ten years. Amundson suggested they pursue less expensive options, such as a rental or having appraisers share a vehicle. Gaines said the appraisers are in the field daily.

Amundson explained the County is short on funds. Gaines indicated these are funds the Board has already allocated to the department. Hudkins said, "Just because it's in your budget, it doesn't mean you have to spend it." Gaines responded, "I recognize we don't have to spend it, Larry, but I think we're authorized to spend it and we've been frugal with this."

Hudkins asked whether they could utilize a used car for one more year. Gaines said, "It seems counterproductive for us to be frugal with our funds when we have this opportunity. It seems logical. Otherwise we could have gone out and blown it on chairs and furniture and anything else. We don't do that and I don't think of the county officials do that. We're responsible with the funds."

MOTION: Schorr moved and Amundson seconded to deny the vehicle request.

Gaines said, "I question whether or not we need the Board's approval to make the purchase."

Schorr said she has heard concerns from other elected officials and department heads regarding the request. She said she heard the comment, "Eight new cars, ten new cars last year. Boy, I'd like to have one new car." Schorr said she recognizes they have the funds in their budget but said she is trying to look at the "larger picture" and any funds the Board can save now to carry over helps the cash flow numbers. She noted the Board has turned down several funding requests, citing the request from Brent Meyer, Noxious Weed Control Superintendent, for a vehicle as an example.

Gaines said, "Well, I think there needs to be recognition of the difference between the county officials and the department heads."

Richard Grabow, Deputy County Attorney, appeared and said he believes it is an "open question" on whether the Board can control whether the County Assessor makes the purchase since the funds were appropriated.

Gaines said, "We're buying the cheapest vehicles we possibly can for these people. It's not like we're being frivolous with County funds." Hudkins responded, "We're just asking you to consider the overall good for the whole County versus maybe that department." He added the Board needs to examine budgets more closely to make sure there aren't excess funds.

Grabow noted the County Assessor's Office is \$60,000 under their appropriated budget. Hudkins said the department received funds as a result of legislative action that other departments did not receive. Gaines said, "The biggest reason we have that is some staff turnover where we went from some higher salaried people that left unexpectedly; the insurance savings, when that happens and we don't have a family insurance plan for two or three months while that vacancy exists, that's why we're here. If we didn't have the money, we'd figure out a better way to do it. But the most logical and most efficient way for us to proceed is in this manner. And that's why we're here."

AMENDMENT: The maker of the motion and the seconder amended their motion to recommend the County Assessor/Register of Deeds not purchase the vehicle.

Smoyer said, "I guess the other theory is as long as they're saving money somewhere. I mean, if the purchase of this vehicle is going to save them maintenance costs in the long run." Hudkins responded, "The one's that they're turning in, other departments are taking those vehicles." Amundson asked, "Why don't they use one of the vehicles that have been turned in?" Hudkins said, "They chose not to. They said it doesn't meet with their efficiency." He acknowledged that the new vehicles are more fuel efficient.

ROLL CALL ON THE MOTION AS AMENDED: Schorr, Amundson, Smoyer and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

ADMINISTRATIVE OFFICER REPORT

- A. Claim for Review: Payment Voucher (PV) No. 446322,
\$3,709.56, from Community Corrections to Premier Biotech, Inc.
The Amount Requires a Purchase Order

It was noted Kim Etherton, Community Corrections Director, submitted a written explanation of the claim (see agenda packet).

MOTION: Schorr moved and Smoyer seconded to handle the claim through the regular claims process. Smoyer, Schorr, Amundson and Hudkins voted aye. Raybould was absent from voting. Motion carried 4-0.

- C. Renewal of Subscription to Lincoln Journal Star Newspaper

Minette Genuchi, Administrative Assistant to the County Board, appeared and said it will cost \$265.00 to renew the subscription for one year.

There was consensus to renew the subscription.

D. Strategic Planning

There was consensus to discuss strategic planning after the budget process is completed and to not hire a consultant at this time.

E. Tour of Adult Probation (Tuesday, June 24, 2014, 5:00-7:00 p.m.)

The date of the tour was rescheduled to Tuesday, July 15, 2014. The time of the tour will remain the same. **NOTE:** The Board will be observing Adult Probation programs as part of the tour.

Smoyer exited the meeting at 10:21 a.m.

- 9 BUDGET UPDATE** - Dennis Meyer, Budget and Fiscal Officer
 - A) CORRECTIONS** - Mike Thurber, Corrections Director
 - B) COUNTY ENGINEERING** - Pam Dingman, County Engineer
 - C) INFORMATION SERVICES (IS)** - Steve Henderson, Chief Information Officer, Information Services (IS)
 - D) JUVENILE PROBATION** - Lori Griggs, Chief Juvenile Probation Officer

A) Corrections

Mike Thurber, Corrections Director, reported there are 641 inmates housed in the Lancaster County Adult Detention Facility (LCADF) today. He said 123 are females, which is a record. Thurber said if the population trend continues, he will have to open another housing pod.

Smoyer returned to the meeting at 10:24 a.m.

Thurber also reported LCADF is averaging 924 bookings a month and said individuals are staying longer, due to changes in the bond schedule.

Thurber said he did not ask for additional correctional officers in the budget request, but will need a maintenance worker who can supervise inmates doing ground maintenance when the department takes over those duties the last six months of Fiscal Year (FY) 2015 (cost of \$22,900). Dennis Meyer, Budget and Fiscal Officer, suggested that the position be addressed at mid-year instead.

Thurber noted the \$1,100,000 payment to the District Energy Corporation (DEC) to make the bond payment for the geothermal energy plant that will heat, cool and provide backup power to the LCADF comes out of Corrections budget, which inflates the budget. He said Meyer had asked him whether there are any areas of the budget where he can make cuts. He felt the budget could be reduced by \$100,000 but did

not specify the line items. Thurber also noted the 2004 bond has been paid off (a reduction of \$131,000).

Meyer said the Voice over Internet Protocol (VoIP) Line Item can be reduced by \$50,000. He also indicated that capital outlay items will be removed from the budget (a reduction of \$164,000).

Schorr inquired about Enrollment Fees & Tuition (Object No. 65670). Thurber said it involves programming for inmates, such as the Released and Restored, Bridges and Literacy Programs. He added those funds are from commissions the department receives, rather than General Fund monies.

B) County Engineering

Meyer noted that Engineering has several funds: 1) General Fund (which now includes the Geographic Information System (GIS) budget); 2) Bridge Fund (Construction); and 3) Highway Fund (Maintenance). He said the General Fund Budget is increasing by more than \$250,000 and pointed out that: 1) \$80,000 is budgeted for Right-of-Way Expense (Object No. 63640) this year compared to \$0 last year; and 2) Building Repairs and Maintenance (Object No. 66225) has an increase of \$84,335.00.

Pam Dingman, County Engineer, noted she inherited the budget, that was halfway spent, when she took office in January. She noted the need to stabilize some of Engineering's structures and said since the majority are used for highway maintenance, she is looking at whether Repairs and Maintenance could be moved from the General Fund to the Highway Fund. Dingman said she is also looking at monies put in Right-of-Way to see if they could be moved to some of the other funds.

Hudkins asked Dingman if she knows why no funds were budgeted for right-of-way expense last year. Dingman said she does not, but speculated it may have something to do with the timing of projects and funding from the State.

Dingman said she is also looking at the way the department handles vehicles. She said vehicles were assigned to individuals in the past and will now be shared, which will reduce maintenance and insurance costs.

Schorr suggested the funds be renamed to more accurately reflect their purpose. Meyer said they could look at that.

Dingman discussed the Highway Fund noting the County did not reach the estimated revenue level for the motor vehicle fee level figure this year. She said five new trucks were budgeted last year but only four were purchased. Dingman said she also elected to not purchase a motor grader or a car that was to be used by administrative personnel.

Dingman said she has looked for ways to reduce the budget so that funds can be diverted to paving and maintenance of infrastructure. She said her department has re-evaluated all the asphalt in Lancaster County and determined that although the department has been overlaying 10 miles a year for a number of years, 40 miles a year is what is needed.

Dingman said she has also been researching ways to access additional funds for the County and said the Nebraska Game and Parks has agreed to allow the overlaying of Branched Oak Road, which would be two years out.

Dingman said she also discovered the State has a Special Bridge Fund for bridges that are greater than \$500,000 in expense and plans to aggressively pursue those funds. She said the County currently has 10 bridges on the One and Six Year Road and Bridge Improvement Program that need replacement, citing the bridges on 1st Street and Raymond Road (County Structure No. C-91), a \$1,200,000 structure, and a bridge on North 98th Street, between McKelvie and Bluff Roads (County Structure No. G-222), \$1,700,000 structure, as examples. Dingman noted the State has changed the way it calculates the County's bridge revenues and said the County will receive \$85,000 from the State, outside of the Special Bridge Fund, to maintain bridges. She said the calculation is based on the condition of the bridges and said she will continue to push for a larger allocation because of the traffic that is using the bridges and the aging of the bridges in general.

Meyer said he is watching the fund balance for the Bridge Fund and said it may allow for some additional work to be done or a reduction on the property tax side.

C) Information Services (IS)

Steve Henderson, Chief Information Officer, Information Services (IS), presented County Personal Computer (PC) Operating Systems Overview (Exhibit D), noting the number of computers maintaining Microsoft Windows 7 and Microsoft Windows XP and older operating systems. He said he is not aware of any critical issues involving the technology of operating Windows XP. **NOTE:** Microsoft ended support of Windows XP, effective April 8, 2014, and is increasingly becoming a security risk because it is no longer supported. Henderson cautioned that departments that perform financial or Health Insurance Portability & Accountability Act (HIPAA) transactions will face increased scrutiny by regulatory bodies if they continue to use of Windows XP and felt those departments should be strong candidates for quick replacement. He said some purchases could be delayed but said Windows XP is an older operating system and will need to be displaced at some time. Henderson also pointed out that Microsoft is bringing new operating systems to market more swiftly than it had in the past.

Thorpe asked whether additional changes will need to be made to the network security. Henderson said network and desktop security are different components and said IS works to protect the network as a whole.

Schorr noted that 138 of the 148 PC's/laptop computers that were requested are related to public safety and asked Henderson to help determine which fall into that priority designation. Henderson said he is willing to help but said the departments have a better idea of what information they deal with is protected. Thorpe noted many departments deal with sensitive information.

Smoyer exited the meeting at 11:05 a.m.

D) Juvenile Probation

Lori Griggs, Chief Juvenile Probation Officer, discussed her revised microcomputer request (a reduction of approximately \$13,500), noting she prioritized the number of PC's that needed to move to Windows 7 and changed the laptop computers to Apple iPads, with a checkout system. **NOTE:** PC's have been reduced from 19 to 15, Monitors reduced from 8 to 4, and Laptops from 9 to 4.

Budget Update

Bill Jarrett, Chief Deputy County Treasurer, appeared and requested authorization to use up to \$5,000 remaining in the budget to begin replacing 6 computers that were included in the Fiscal Year (FY) 2015 budget request that deal with financial transactions and run on the Windows XP operating system. He said these are older computers that have difficulty running and IS has indicated they should be replaced. It was noted the department is also seeking funds from the Microcomputer Fund to upgrade an additional 6 computers.

10 ACTION ITEMS

There were no action items.

11 CONSENT ITEMS

There were no consent items.

12 ADMINISTRATIVE OFFICER REPORT

- A. Claim for Review: Payment Voucher (PV) No. 446322, \$3,709.56, from Community Corrections to Premier Biotech, Inc. The Amount Requires a Purchase Order
- B. Transition Wrap-Up Meeting With Lutheran Family Services (LFS)
- C. Renewal of Subscription to Lincoln Journal Star Newspaper
- D. Strategic Planning
- E. Tour of Adult Probation (Tuesday, June 24, 2014, 5:00-7:00 p.m.)

Items A-E were moved forward on the agenda.

13 PENDING

There were no pending items.

14 DISCUSSION OF BOARD MEMBER MEETINGS

A. Information Services Policy Committee (ISPC) - Raybould

Meeting was cancelled.

B. Parks and Recreation Advisory Board - Hudkins

C. Human Services Joint Budget Committee - Schorr/Raybould

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

E. Lincoln Partnership for Economic Development (LPED) Breakfast - Hudkins/Amundson

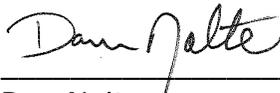
Items B-E were held.

15 EMERGENCY ITEMS AND OTHER BUSINESS

There were no emergency items or other business.

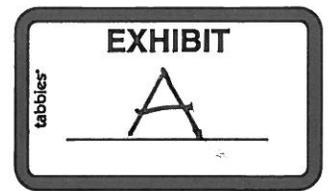
16 ADJOURNMENT

MOTION: Amundson moved and Schorr seconded to adjourn the meeting at 11:15 a.m. Schorr, Amundson and Hudkins voted aye. Raybould and Smoyer were absent from voting. Motion carried 3-0.



Dan Nolte
Lancaster County Clerk





From: [Cori R. Beattie](#)
To: [PCRequest](#)
Cc: [Melissa Virgil](#)
Subject: Quote for New County Clerk Laptop
Date: Tuesday, June 17, 2014 11:21:13 AM

It appears our laptop is out of commission (tag #34155). The fan keeps running but no screen picture. I believe the machine was purchased in 2009.

Anyway, could you please provide a quote on a replacement by close of business Wednesday so I can take it to the County Board for approval on Thursday morning? I believe the only special software we need is Microsoft Office (Word and Excel). Time is of the essence as we need a machine out at the Event Center (referee hearings start on Monday) so would appreciate a quick response so we can keep things moving along.

Please let me know if you have any questions. Thanks!

Cori

Have a great day!!

Cori Beattie
Lancaster County Deputy Clerk
555 S. 10th Street, Room 108
Lincoln, NE 68508
Phone: 402-441-7488

Microcomputer Estimate

06/17/2014

County Clerk	
Control #	118807

Funding Source	
Acronym:	CCC
Special Funding Source:	County Clerk

Hardware	PART #	Purchase Price	Qty	Disposal Fee	Total
HP ProBook 455 G1, 2.5GHz A10-5750M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 1/1/0	C9D97AV	700.34	1	\$2.00	\$702.34
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 440 G1, 2.4GHz i3-4000M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 14", 1/1/0	C7N87AV	701.34	1	\$2.00	\$703.34
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 440 G1, 2.5GHz i5-4200M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 14", 1/1/0	C7N87AV	771.56	1	\$2.00	\$773.56
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 450 G1, 2.4GHz i3-4000M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 1/1/0 UMA gra	C17R19AV	798.45	1	\$2.00	\$800.45
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 450 G1, 2.5GHz i5-4200M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 1/1/0 UMA gra	C17R19AV	895.50	1	\$2.00	\$897.50
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 450 G1, 2.5GHz i5-4200M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 1/1/0 Discrete	C17R18AV	977.50	1	\$2.00	\$979.50
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
HP ProBook 650 G1, 2.9GHz i7-4600M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 3/3/0	D9S35AV	1,074.12	1	\$2.00	\$1,076.12
HP EliteBook 850 G1, 2.1GHz i7-4600U, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 3/3/0 Ultrabook	D8H45AV	1,447.23	1	\$2.00	\$1,449.23
HP UltraSlim Dock 2013 Docking Station	D9Y32AA#ABA	0.00	1		\$0.00
HP 9x5 NBD on-site w/ Off site Accidental Damage Protection 3 Yr Warranty for Notebooks	UC279E	0.00	1		\$0.00
Shipping and Handling	S&H	\$0.00	1		\$0.00
Total Hardware Cost		\$7,660.04			\$7,676.04

Software	PART #	Purchase		
		Cost	Qty	
Microsoft Office 2013 STD (License Only)	021-10293	\$240.36	1	\$240.36
Microsoft Windows Server 2012 User License CAL - Select Level D	R18-04302	\$21.72	1	\$21.72
Shipping and Handling	S&H	\$0.00	1	\$0.00

Total Software Cost:	\$262.08	\$262.08
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Total Hardware/Software Cost	\$7,938.12
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Estimated Installation Costs:	\$0.00
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Total System Cost:	\$7,938.12
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Microcomputer Estimate

06/18/2014

County Clerk	
Control #	118807

Funding Source	
Acronym:	CCC
County Clerk	
Special Funding Source:	

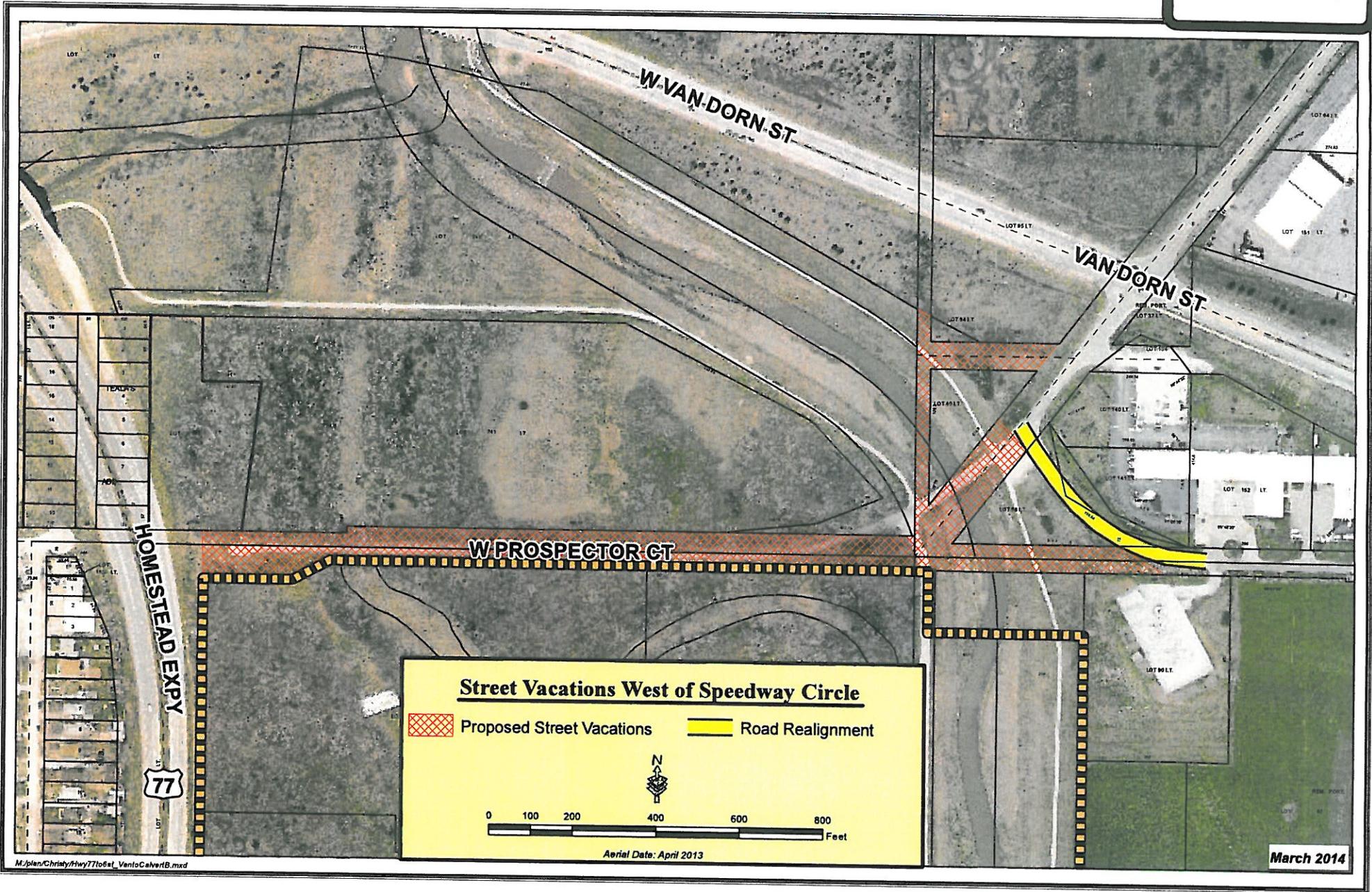
Hardware	PART #	Purchase Price	Qty	Disposal Fee	Total
HP ProBook 455 G1, 2.5GHz A10-5750M, 500GB, DVD+/-RW-LS, 8Gb, Bluetooth, Win8/7P, 15.6", 1/1/0	C9D97AV	700.34	1	\$2.00	\$702.34
HP Pickup and Return 3 Yr Warranty for Notebooks	UK707E	49.00	1		\$49.00
Shipping and Handling	S&H	\$0.00	1		\$0.00
Total Hardware Cost		\$749.34			\$751.34

Software	PART #	Purchase Cost	Qty		
Microsoft Office 2013 STD (License Only)	021-10293	\$240.36	1		\$240.36
Microsoft Windows Server 2012 User License CAL - Select Level D	R18-04302	\$21.72	1		\$21.72
Shipping and Handling	S&H	\$0.00	1		\$0.00
Total Software Cost:		\$262.08			\$262.08

Total Hardware/Software Cost	\$1,013.42
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Estimated Installation Costs:	\$0.00
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Total System Cost:	\$1,013.42
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W MILL RD

new posts complete
will laid out not
complete

any old fence
has been removed

EXHIBIT

tabbles

C



1 inch = 200 feet

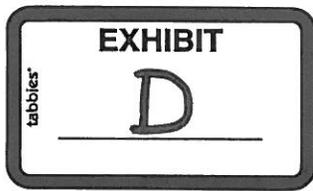
new post & wire completed

5/29/2017
New fence
Construction is
Not at 60' ROW
JS

NW 27TH ST

NW 25TH ST

W MASEK DR



County PC Operating Systems Overview

----- IS General Inventory Information -----

Request Description (from Dennis)		Requested PCs/Laptops	Total	Windows 7 (7/2009)	Windows XP (8/2001)	Older
County Clerk	2 PCs	2	15	6	9	
County Treasurer	6 PCs	6	35	21	14	
Election Commissioner	2 PCs and software	2	19	4	15	
County Commissioners			13	3	10	
Budget and Fiscal	2 PCs	2				
Administrative Services	1 PC and monitor	1				
Clerk of the District Court	2 PCs, 2 monitors and software	2	33	27	6	
Juvenile Court	Replace 8 PCs, 3 monitors and 1 desktop printer	8	24	7	16	1
District Court	10 PCs, 8 monitors, 9 scanners and software	10	73	47	25	1
Public Defender	Replace 13 PCs, 10 tablets and new Smart TV	13	63	46	17	
County Extension	Replace 4 PCs and 1 laptop	5	2	2		
Records Management	3 PCs	3	12	3	9	
County Sheriff	20 PCs and monitor	20	77	42	34	1
County Attorney	18 PCs, 3 tablets, 4 laptops	22	123	94	27	2
Juvenile Probation	19 PCs, 8 monitors, 9 laptops, 2 printers, software	28	77	57	18	2
Adult Probation	20 PCs, 4 laptops, software	24	63	34	29	
	Requesting Agency Totals	148	629	393	229	7
County - Overall Total			1134	678	435	21