

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
THURSDAY, NOVEMBER 10, 2016
8:30 A.M.**

Commissioners Present: Roma Amundson, Chair
Todd Wiltgen, Vice Chair
Larry Hudkins
Deb Schorr
Bill Avery

Others Present: Kerry Eagan, Chief Administrative Officer
Dan Nolte, County Clerk
Kelly Lundgren, 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 November 9, 2016.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:34 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE NOVEMBER 3, 2016 STAFF MEETING

MOTION: Schorr moved and Wiltgen seconded approval of the November 3, 2016 Staff Meeting minutes. Avery, Wiltgen, Schorr and Amundson voted yes. Hudkins was absent. Motion carried 4-0.

2 INTRODUCTION OF TRACY EDGERTON AND TOM BECKIUS, CANDIDATES FOR LINCOLN-LANCASTER COUNTY PLANNING COMMISSION - David Cary, Lincoln/Lancaster County Planning Department Director

Hudkins entered the meeting at 8:38 a.m.

David Cary, Lincoln/Lancaster County Planning Department Director, introduced Tracy Edgerton and Tom Beckius, candidates for appointment to the Lincoln/Lancaster County Planning Commission. Edgerton and Beckius shared their backgrounds and discussed some of the challenges facing the Planning Commission.

Schorr noted the Commissioners meet with the surrounding Village officials in February. She invited the Planning Commission to attend the meeting for an opportunity to learn about the Villages and some the challenges they face.

3 A) CONTRACT INSURANCE REQUIREMENTS; AND B) ESTIMATE FOR 605 BUILDING FURNITURE – Bob Walla, Purchasing Agent, Sue Eckley, County Risk Manager; David Derbin, Deputy County Attorney

A) Contract Insurance Requirements

Bob Walla, Purchasing Agent, said the current contract insurance requirements are outdated. He stated those have been updated and now all three entities (City, County and Public Building Commission) will have the same requirements. Walla said the insurance company will be required to provide an endorsement to verify coverage.

David Derbin, Deputy County Attorney, stated one significant change will be to require Builder's Risk Insurance to include bridges, per the request of the County Engineer.

Walla noted November 18, 2016 will be the beginning date for the new process.

MOTION: Hudkins moved and Wiltgen seconded approval of the contract insurance requirements. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

B) Estimate for 605 Building Furniture

Walla said there are existing items that are relatively new that will be moved to the new facility. He stated, based on the design consultant's proposal, the cost for furnishings will be approximately \$1.2 million.

Dennis Meyer, Budget and Fiscal Officer, noted there is currently \$1 million in the Building Fund.

Walla said there could be some reduction in the cost through the bid process and in purchasing large quantities of items such as task chairs. He stated the building is scheduled to be open in March with the furniture installed in February. Walla said the bids for the items need to go out as soon as possible.

Derbin noted the County Attorney's portion that will be moving initially will be the Child Support Division. He stated that division receives funding through a contract with Department of Health and Human Services (DHHS) and will seek to obtain reimbursement of equipment under that contract.

4 UPDATE ON JAIL FENCE DAMAGE – Sue Eckley, County Risk Manager

Eckley stated a driver did major damage to the jail perimeter gate on October 8, 2016. The driver was ticketed for a suspended license, negligent driving, improper registration, no proof of insurance and no proof of ownership. Eckley said the chances of recovering any of the cost is very unlikely. She stated the County has a \$25,000 insurance deductible and said the fences are covered.

Derbin said the City Attorney will be handling prosecution of the citations. He stated it is highly unlikely that they will seek a restitution order in the amount of \$25,000 but will try to seek some restitution. Derbin said to seek a civil judgement would be fruitless as there are no assets.

Meyer stated the \$25,000 deductible could be paid out of the Jail Savings Fund or through the Lancaster County Correctional Facility Joint Public Agency (JPA) without having to use general funds.

5 UPDATE ON CRIMINAL FILINGS AND JAIL POPULATION – Joe Kelly, County Attorney; Brad Johnson, Interim Corrections Director

Joe Kelly, County Attorney, said the Nebraska Department of Correctional Services (NDCS) population is holding steady since the passage of Legislative Bill (LB) 605. This is based on information received from the Council of State Governments Justice Center (Exhibit A). He also provided the following: 1) A graph showing the NDCS population at 5,292 as of September 30, 2016 (Exhibit B); 2) Information on District Court felony filings showing a substantial increase in 2016 (Exhibit C); and 3) Information on case types with an increase in three areas; assault, drugs and theft (Exhibit D).

Brad Johnson, Interim Corrections Director, provided information regarding total inmate admissions and average number of days in custody (Exhibit E) and presented graphs showing felons incarcerated 30 plus days awaiting disposition and the jail population from September, 2013 to September, 2016 (Exhibit F). He stated there is a decrease in the number of inmate admissions but said the length of stay is increasing.

In response to Schorr's inquiry regarding whether the courts are backed up, Johnson responded he is trying to determine the length of stay from arrest until disposition of the case. Kelly stated there is the statewide issue of the length of time it takes to get drug testing, which can be 90 days. It was noted there is only one state lab.

Hudkins exited the meeting at 9:45 a.m.

Kelly said the County Attorney's Office is looking at implementing a driving under the influence (DUI) 24/7 program. He stated Omaha is currently using this process for felony DUI arrests and pre-trial holds who are not bonding out. Kelly said 24/7 imposes

a lot of daily monitoring of an individual that is usually not in place when bond is posted and the individual is awaiting trial. Schorr inquired as to the cost of the program. Kelly stated it will be a minimal cost and could be in place by February or March, 2017.

ADMINISTRATIVE OFFICER REPORTS

A. Bridge Funding Alternatives Meeting

Amundson said following the One and Six Road and Bridge Program meeting, Tim Hruza, Director of Policy and Research, Lincoln Independent Business Association (LIBA), commented that he would be interested in having a "community group" to discuss ways for bridge and road funding. She stated LIBA is concerned that the County may go forward with tax increase or bonding without having community input.

Wiltgen noted that Pam Dingman, County Engineer, would need to be involved in identifying the projects.

Amundson said Coby Mach, President and Chief Executive Officer (CEO), LIBA, is concerned that the Board could levy under Nebraska Revised Statute §23-120 for the Bridge Fund.

B. Nebraska Association of County Officials (NACO) Election Procedures

Wiltgen will be registered as the person casting the ballot for the December, 2016 NACO election, with Schorr listed as the alternate. Amundson, as Chair, would be allowed to vote if Wiltgen or Schorr were not available (see Exhibit G).

6 A) KENO PREVENTION FUND ROUND 41 RECOMMENDATIONS; AND B) SCREENING SPECIALIST SALARY – Sara Hoyle, Human Services Director

A) Keno Prevention Fund Round 41 Recommendations

Sara Hoyle, Human Services Director, gave an overview of the Keno Prevention Fund Round 41 recommendations.

B) Screening Specialist Salary

Hoyle said the Wage and Hour Division (WHD) Fair Labor law will affect the Screening Specialist salary. She stated she is reluctant to move this position to hourly as she routinely works evening hours. Hoyle said it would be an increase of \$758 annually to move her to the threshold. She noted this difference could be made up with the funds from community aid grant.

The Board recessed the meeting at 10:13 a.m.

The Board reconvened the meeting at 10:17 a.m.

7 VISITORS IMPROVEMENT FUND CONTRACT FOR NATIONAL HIGH SCHOOL RODEO FINALS (NHSRF) AND ADDENDUM TO EXISTING VISITORS IMPROVEMENT FUND CONTRACT – Amy Dickerson, Lancaster Event Center (LEC) Managing Director; David Derbin, Deputy County Attorney

Eagan stated there is currently an existing multi-year contract with the Lancaster Event Center (LEC). He said when the new contract was brought forward it was indicated there may be funds remaining from the existing contract that could be applied towards the new contract (approximately \$190,000). Eagan noted that the money would be used for items in Phase 1 of the new contract. He added if the National High School Rodeo contract is not approved, the Board would need to decide if those funds should be returned for the original purpose.

Eagan provided an excerpt from the new contract for the Board's review (Exhibit H). He said it will be similar to the original contract with five phases, noting completion of Phase 1 by the end of 2017 and Phase 5 by 2021. The Lancaster County Agricultural Society is considering placing a bond issue on the ballot possibly in 2018. All expenses that are performed up to the point of the election would be paid through the Visitors Improvement Fund contract. Eagan said the Board could chose to place a condition in the contract that states the Ag Society must have a bond election by a certain date. Amy Dickerson, LEC Managing Director, stated the Visitors Promotion Committee (VPC) did not discuss a specific year and suggested that the year be removed from the contract.

The Board directed Eagan to remove the bond issue dates from the contract and to have the contract ready for the Board's review on Tuesday, November 22, 2016.

8 REGISTER OF DEEDS DIGITAL REEL UPGRADE – Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds, said the upgrade will increase functionality of the public on-line system. In addition, the servers will be moved from Information Systems (IS) to the vendor which will save approximately \$5,000.

9 ANNUAL EVALUATION OF BRENT MEYER, WEED CONTROL AUTHORITY SUPERINTENDENT

Brent Meyer, Weed Control Authority Superintendent, responded to questions on an

evaluation questionnaire (Exhibit I) relating to goals, accomplishments, operations, budget issues and succession planning.

There was consensus to schedule approval of the class description at a future Tuesday, County Board of Commissioners Meeting.

10 ISSUANCE OF PARK PERMITS AND HUNTING AND FISHING LICENSES AT COUNTY MOTOR VEHICLES LOCATIONS – Andy Stebbing, County Treasurer

Andy Stebbing, County Treasurer, said this was prompted by a citizen suggestion. He stated they have reached an agreement with the Nebraska State Games and Parks to issue park permits, hunting license and fishing license at all Lancaster County Department of Motor Vehicle (DMV) locations by December 1, 2016. Stebbing will confirm with the County Attorney's Office if the agreement will need the Board's approval.

11 ACTION ITEMS

- A. Authorize Scott Etherton, Lancaster County Mental Health Crisis Center Director, to Complete and Sign On-Line Medicaid Revalidation with Nebraska Department of Health and Human Services (DHHS)

Scott Etherton, Mental Health Crisis Center Director, said revalidation of enrollment with Nebraska Medicaid is required every five years. The process now requires an electronic signature.

MOTION: Schorr moved and Wiltgen seconded to authorize Scott Etherton, Lancaster County Mental Health Crisis Center Director, to complete and electronically sign the Medicaid revalidation. Schorr, Avery, Wiltgen and Amundson voted yes. Hudkins was absent. Motion carried 4-0.

12 CONSENT ITEMS

There were no consent items.

13 ADMINISTRATIVE OFFICER REPORT

- A. Bridge Funding Alternatives Meeting

Item was moved forward on the agenda.

B. Nebraska Association of County Officials (NACO) Election Proce

Item was moved forward on the agenda.

- C. Claim for Review: Payment Voucher (PV) No. 46257 to Mark Hosking, Emergency Management Deputy Director, in the amount of \$24.69. This is a Meal Reimbursement that Exceeds the \$20.00 Per Diem.

Eagan provided an email from Jim Davidsaver, Emergency Management Director (Exhibit J). This will be forwarded to a future Tuesday, County Board of Commissioners meeting.

- D. Claim for Review: Payment Voucher (PV) No. 546220 from Community Corrections for Parallels for \$175.00. This claim is for May 5, 2016 Services and is beyond the 90-Day Time Period.

Eagan said Kim Etherton, Community Corrections Director, has visited with Parallels regarding the importance of sending their invoices with in the 90-day time period. Schorr requested the Clerk's Office pull invoices from Parallels to look at how often this is occurring. The Board requested that Etherton notify Parallels that the item will be scheduled for Tuesday, November 29, 2016 County Board of Commissioners Meeting agenda for discussion.

- E. Claim for Review: Payment Voucher (PV) Nos. 547242-547243 from the Youth Services Center (YSC) for Pharmerica in the Total Amount of \$2,991.79. This Claim is for Items Purchased from November 2011 through May 2015 and is Beyond the 90-Day Time Period.

Shelli Schindler, Youth Service Center (YSC) Director, provided information regarding the claim. Melissa Hood, Administrative Services Officer, said they are not requesting this claim not be processed for payment as further documentation from the vendor is needed.

- F. Claim for Review: Payment Voucher (PV) Nos. 545050-554051 from County Engineering to Intelligent Buildings, LLC, Dated October 12, 2016 in the Total Amount of \$5,561.00. The Amount of This Purchase Requires a Purchase Order.

Avery requested that the claim be held for one week for further information.

G. Corrections Director Search Update

Wiltgen stated a meeting is scheduled for December 2, 2016. Eagan will ask the Lincoln Police Department (LPD) and County Sheriff's Office to provide law enforcement representatives.

- H. Update on Meeting with New Senators Tuesday, November 29, 2016, at the Nebraska Association of County Officials (NACO) Office, 1335 H Street

Eagan provided information regarding the meeting. A briefing will take place from 3:00 p.m. to 4:30 p.m., with a reception following.

14 PENDING

There were no pending items.

15 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Juvenile Justice Review Committee (JJRC) – Amundson

Amundson said they reviewed a request for program funding and received information on how the funding would be used.

- B. Human Services Joint Budget Committee (JBC) – Schorr/Amundson

Schorr stated Sara Hoyle, Human Services Director, reviewed the Keno Prevention Fund recommendations and discussed a conference that Hoyle and Jenni Ryan, Human Services, hosted with 320 attendees.

- C. Public Building Commission (PBC) Vice Chair Meeting with Mayor – Amundson

Amundson combined items 15C and 15E. She said a variety of issues were discussed including a security update, software upgrade, and an update on plans to move Parks and Recreation to the Health Department Building.

- D. County Board Chair/Vice Chair Meeting with Mayor – Amundson/Wiltgen

Wiltgen reported that they discussed transportation issues, Pinewood Bowl, and the North 84th Street and Havelock Avenue interchange. He said they requested that Rick Hoppe, Administrative Assistant to the Mayor, attend a Staff Meeting on a once a month basis to discuss County and City issues.

E. Public Building Commission (PBC) – Amundson/Hudkins

See Item 15C.

F. Lincoln-Lancaster County Board of Health – Avery

Avery said they discussed the Fiscal Year (FY) 2017-18 Budget, the Healthy Families Home Visitation Program and the Pedestrian-Bicycle Sharing the Sidewalk Program. He noted that all tobacco settlement funds are used for public health programs. Avery also provided an example of a future Hazardous Materials Collection Center (Exhibit K).

G. Mental Health Crisis Center Advisory Board – Avery

Avery reported they received an update on required training and the cost of transporting clients to hospitals and back.

H. Public Safety Meeting – Schorr

Schorr said they are redoing the 911 Center and are saving \$100,000 on the cost. She reported an update on new fire station locations was also provided.

16 EMERGENCY ITEMS AND OTHER BUSINESS

There were no emergency items and other business.

17 ADJOURNMENT

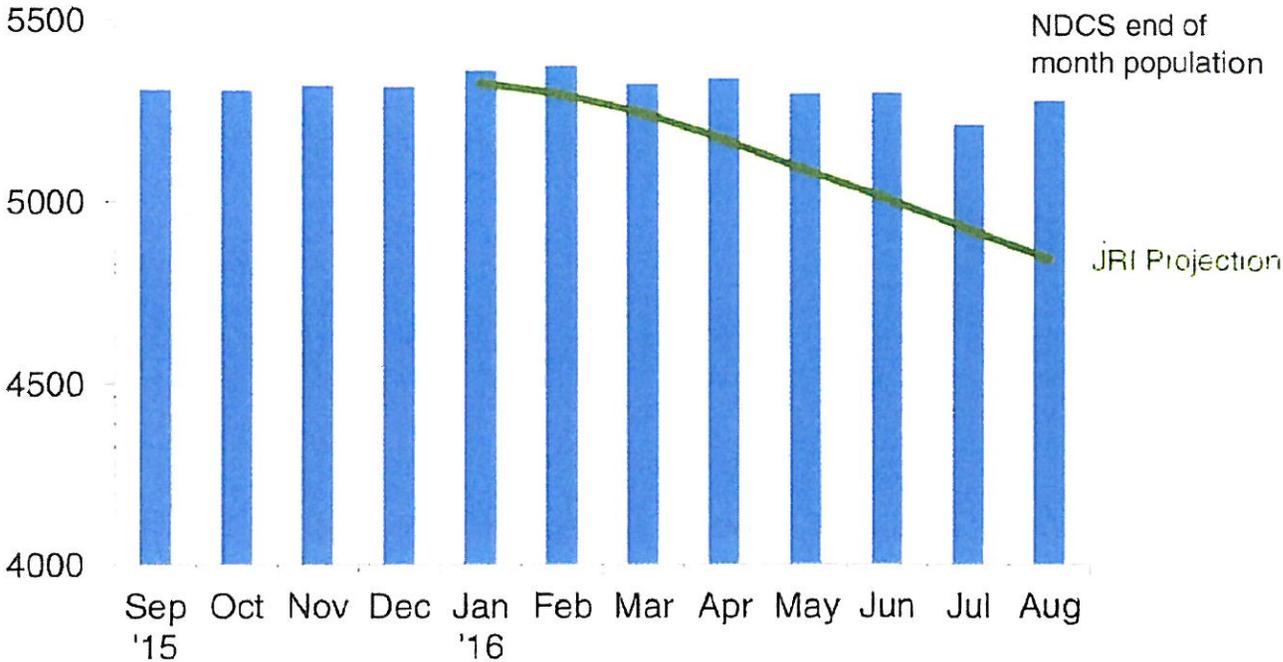
MOTION: Wiltgen moved and Schorr seconded to adjourn the meeting at 12:15 p.m. Wiltgen, Schorr, Avery and Amundson voted yes. Hudkins was absent. Motion carried 4-0.



Dan Nolte, County Clerk

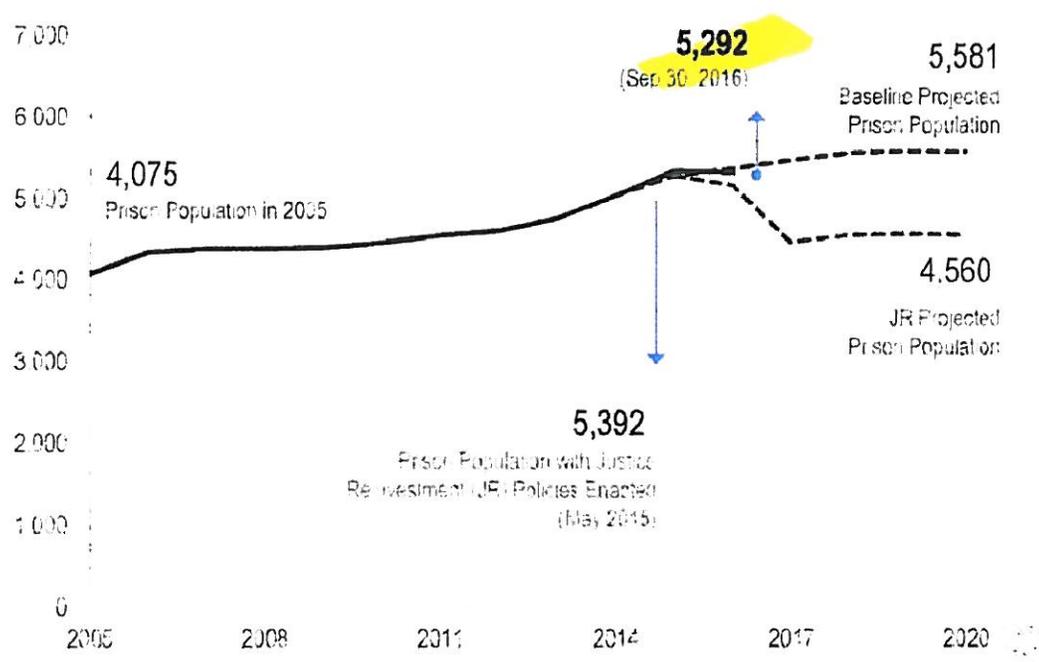


Since September 2015, the monthly NDCS population has declined slightly while projections anticipated a more significant reduction



Source: Monthly New Birth Registrations, monthly provided by NDCS

Nebraska's prison population has stopped growing over the past year



PROJECTED OUTCOMES

\$302M
 averted construction and operations costs by FY2020

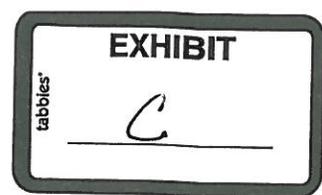
1,021
 fewer people in prison than the projected FY2020 population

300
 more people supervised on release each year

REALIZED OUTCOMES

\$14.7M
 upfront reinvestments in FY2016 and FY2017

Source: Council of State Governments Justice Center, "Nebraska's Prison Population: A Review of the Current Situation and the Impact of Justice Reinvestment Policies." The information in this report is based on data from the Nebraska Department of Corrections and the State Center for Health Statistics as of 2016.



District Court Felony Filings

2014

2015

2016

1,795

1,638

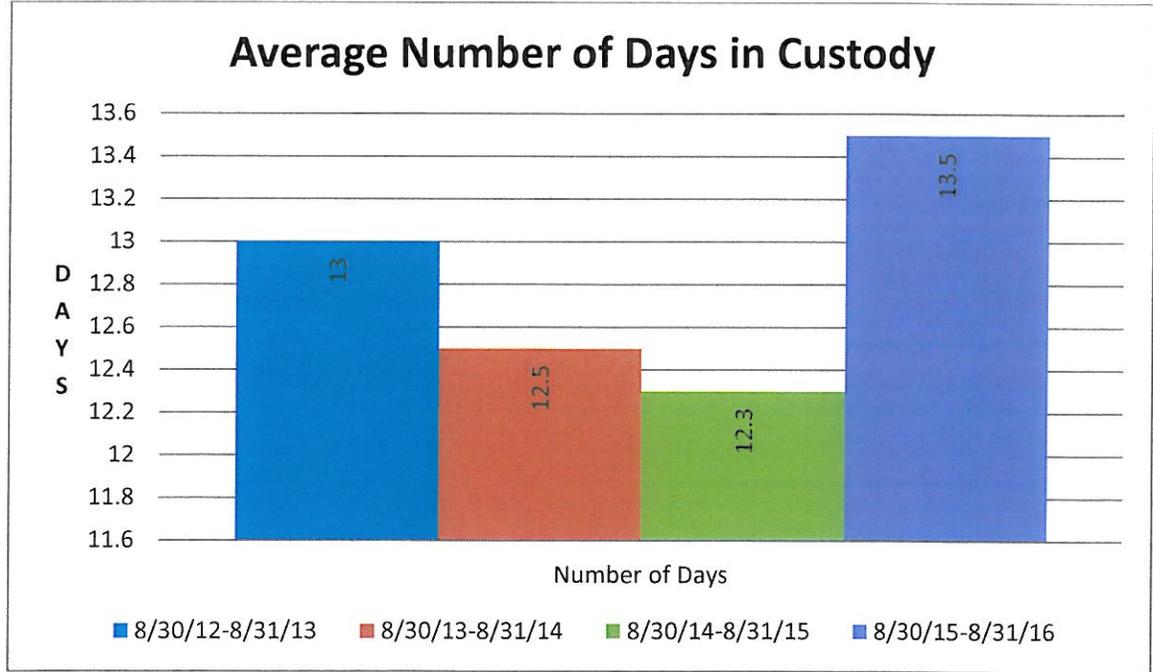
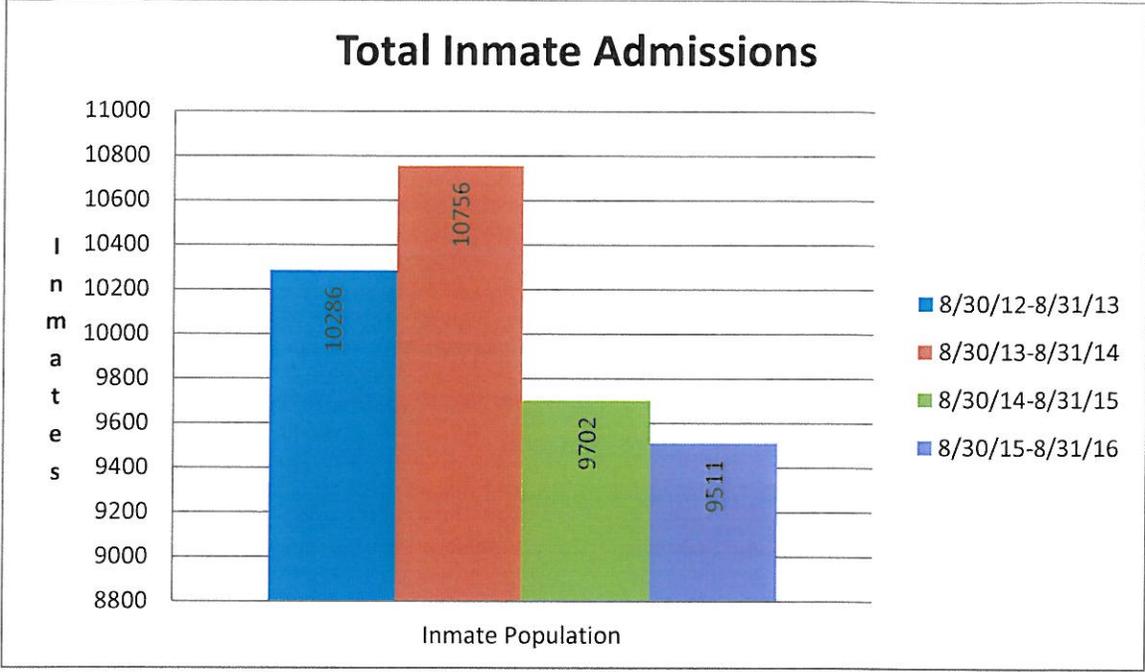
2,025*

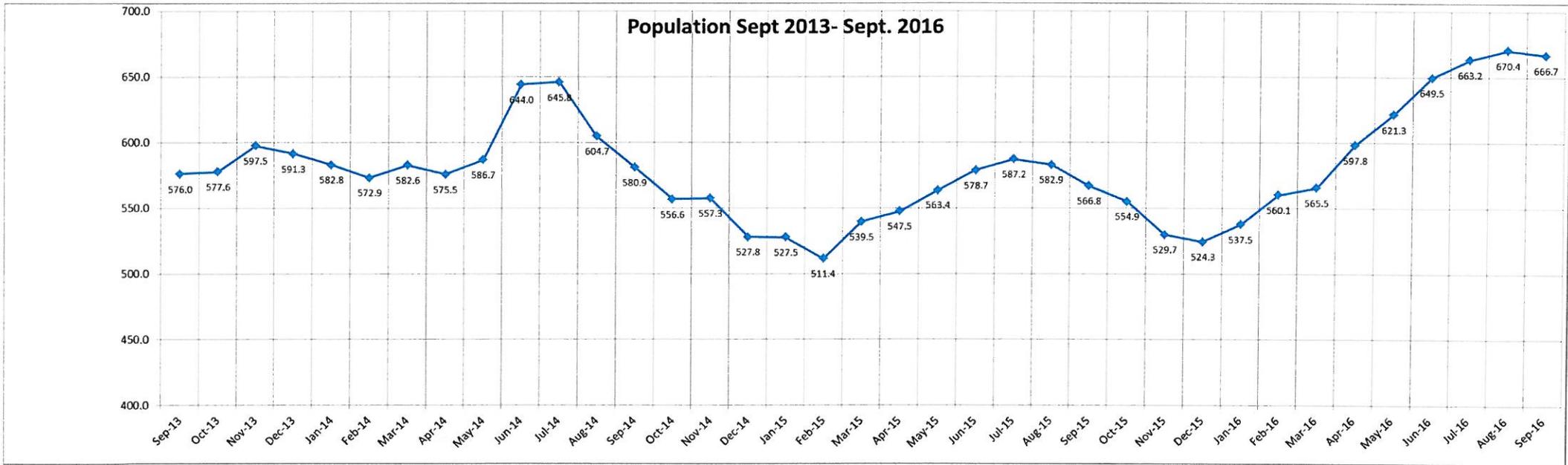
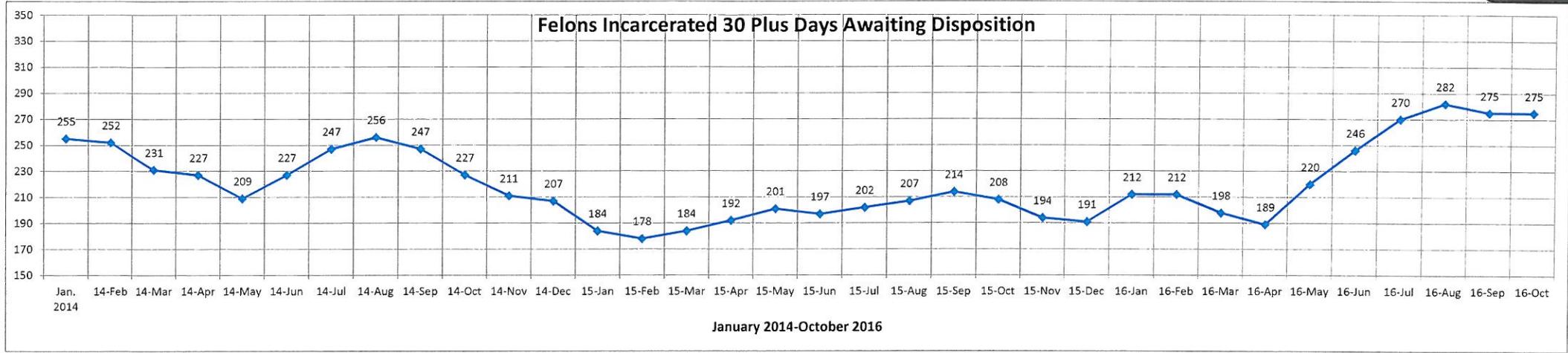
***estimated**

Adult Criminal - DCT
Jan 1 - Sept 30

Case Type	2014	2015	2016						
Abuse; Child/Adult	11	5	2						
Accessory	9	6	8						
Accident	6	6	2						
Aid	2	0	3						
Alcohol; Procure	0	4	0						
Animal	0	1	2						
Arson	1	7	2						
Assault	156	149	189						
Burglary	44	26	26						
Checks	0	0	2						
Corrections	1	0	1						
Crim Misch	8	3	1						
DDR	41	30	21						
Death	5	4	4						
Drugs	529	390	596						
DUI & Interlock	90	66	72						
Entice	2	1	6						
Escape	10	7	11						
Explosive	2	0	5						
Fail to Appear	0	0	2						
Flee	9	9	10						
Forgery	42	24	25						
FTD	19	14	19						
Impersonate	3	3	3						
Imprisonment	6	3	4						
Insurance	1	0	0						
Intrusion	2	0	0						
License	0	0	1						
Obstruct	5	0	2						
Phone	1	0	0						
Porn/Child	4	4	1						
Prostitution	0	2	3						
Prot Ord	15	6	10						
Robbery	42	36	42						
Sex Assault	27	24	25						
Sex Offender	15	11	17						
Tamper	5	7	4						
Theft	129	138	158						
Threat	31	24	28						
Title	1	0	1						
Trespass	0	0	1						
Weapon	32	29	56						
Wel Fraud	5	2	3						
TOTAL	1311	1041	1368	3720					

*excludes appeals







Voter Registration for Lancaster County December 2016 Election

County Board Chair or Person Casting Ballot for County: Lancaster

Name: Todd Wiltgen Office: County Board of Commissioners Vice-Chair

Designee in the event above is unavailable to cast ballot:

Name: Deb Schorr Office: County Board Commissioner

Date: 11/10/2016

A handwritten signature in black ink, appearing to read "Roma Amundson", is written over a horizontal line.

Roma Amundson
Lancaster County Board Chairman

Agreement be entitled to receive any benefits or to exercise any of the powers, provided for in this Grant Contract. In the event of the nonoccurrence of the foregoing express condition precedent, which must be exactly fulfilled, this Grant Contract shall become a nullity and entirely void, and no legal relation shall arise between the parties. The foregoing express condition precedent may not be excused except by a separate written instrument adopted by a lawful action of the Lancaster County Board of County Commissioners.

- b. The obligation to perform any duties and the entitlement to receive any benefits or to exercise any powers provided for in this Grant Contract are subject to the following express conditions subsequent:
 - i. in the event that Grantee's planned bond issue in calendar year 2018 is approved by the voters of Lancaster County during the Election on [DATE]; or
 - ii. in the event that Grantee does not submit its planned bond issue in calendar year 2018 to the voters of Lancaster County during the Election on [DATE];

then both parties' obligation to perform any duties and entitlement to receive any benefits or to exercise any powers provided for in this Grant Contract shall terminate on the date of the Election. The foregoing express conditions subsequent may not be excused except by a separate written instrument adopted by a lawful action of the Lancaster County Board of County Commissioners.

5. Term: The term of this Grant Contract shall be from and after July 1, 2016, through December 31, 2021, and shall be broken down into five (5) phases, as set forth in Exhibit 7 of Attachment A:

Phase 1 (2017): Completion by December 31, 2017;

Phase 2 (2018): Completion by December 31, 2018;

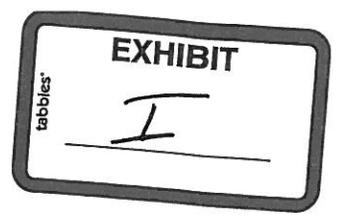
Phase 3 (2019): Completion by December 31, 2019;

Phase 4 (2020): Completion by December 31, 2020; and

Phase 5 (2021): Completion by December 31, 2021.

The Sponsor may extend the term of the Grant or a grant phase upon good cause shown by the Grantee. Any extension of the Grant term must be in writing and signed by both parties. Any grant amount that remains unencumbered by the end of the Grant term, or any reasonable extension thereof, shall be retained by the Sponsor and placed in the Lancaster County Visitor Improvement Fund.

6. Project Budget: A project budget shall be prepared and maintained by Grantee. Grantee shall carry out the project and shall incur obligations against and make disbursements of funds provided hereunder by the Sponsor only in conformity with the project budget. Said project budget may be revised from time to time, but no budget or



Evaluation Questionnaire

Director Evaluated: _____

Date: _____

Evaluator: _____

1. What do you feel are your major accomplishments in your appointed job? (Expand on what's going well, what are the strengths of the department.)
2. What weaknesses and problems do you perceive in the operations, training, and personnel? (Describe what you think should change and where further developments should go.)
3. What facility or office issues concern you?
4. What do you see happening in your budget for the remainder of this year and going into next year? (Describe in general terms where you believe major problems or opportunities exist.)
5. Describe your management style and your supervisory responsibilities. Give examples of how your work to develop teamwork within your staff and how you support your staff.
6. What is your wish list?
7. What are your immediate goals for now and next year and then for 5 years in the future?
8. What can the Board of Commissioners do to help you achieve your goals?
9. What are your thoughts on succession planning?

10. Do you want to come to work in the morning? Why?

11. What would you like the Board of Commissioners to know about you and your position... or anything else you would like to address?

Bullet comments derived from your impressions during interview regarding such things as **integrity, initiative, trustworthiness, background and training, willingness to take on tasks, passion for the job, breadth of responsibility, courage to take on difficult issues, leadership ability, concern for stewardship of taxpayer-provided resources, honesty, forthrightness, willingness to speak to public officials and citizens, etc.**

1.

2.

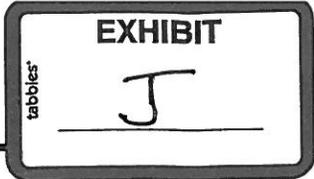
3.

4.

5.

Any recommendations and/or concerns that you as evaluator would like to remember for future reference:

Please give to Kerry after completion.



Kerry P. Eagan

From: James Davidsaver
Sent: Thursday, November 03, 2016 7:41 AM
To: Kerry P. Eagan
Subject: FW: Claim for Review - Mark Hosking
Attachments: SKMBT_HoskingMark.pdf

Kerry,

On October 18-19, Deputy Director Mark Hosking and I were in Columbus, NE to attend a Debris Management Workshop (G-202), a two-day elective course which is part of FEMA's Advanced Professional series. Tuesday evening, we dined at a local Applebee's. While our meals were placed on separate tabs, the waitress was unable to divide the cost of our shared appetizer. Since it was placed on Mark's bill, his total was \$24.69 and mine was \$14.00. The total for our two meals was \$38.69 which is less than the total of our combined \$40 per diem (\$20 x 2 diners).

If necessary, I can attend the November 10th County Board staff meeting to share this information with our county commissioners.

Thank you.

Jim D.

From: Renee T. Runge
Sent: Wednesday, November 02, 2016 3:42 PM
To: James Davidsaver; David A. Derbin; Kerry P. Eagan
Cc: Patti L. Talamante; Minette M. Genuchi
Subject: Claim for Review - Mark Hosking

See attachment

CITY OF
LINCOLN[™]
NEBRASKA
PUBLIC WORKS AND UTILITIES DEPARTMENT
SOLID WASTE MANAGEMENT DIVISION



PARTIAL FUNDING
PROVIDED BY:



FUTURE HOME OF THE Household & Small Business Hazardous Materials Collection Center



Contractor: Ironhide Construction, Inc.
Architect: Design Associates of Lincoln, Inc.