

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, JULY 19, 2018
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
8:30A.M.**

Commissioners Present: Todd Wiltgen, Chair; Jennifer Brinkman, Vice Chair; Deb Schorr, Roma Amundson and Bill Avery.

Others Present: Kerry Eagan, Chief Administrative Officer; Dan Nolte, County Clerk; and Leslie Brestel, 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 July 18, 2018.

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

AGENDA ITEM

1) APPROVAL OF STAFF MEETING MINUTES FOR JULY 12, 2018

MOTION: Avery moved and Amundson seconded approval of the July 12, 2018 Staff Meeting minutes. Brinkman, Schorr, Avery, and Wiltgen voted yes. Amundson abstained. Motion carried 4-0 with one abstention.

2) JUVENILE DETENTION ALTERNATIVES INITIATIVE (JDAI) UPDATE - Roma Amundson, Lancaster County Commissioner; Sara Hoyle, Human Services Director; and Lori Griggs, Chief Juvenile Probation Officer

Amundson invited the Commissioners to an in-depth presentation on July 25, 2018 from 9 a.m.-12 p.m. in County-City Building, Room 303 for the national representative from Juvenile Detention Alternative Initiative (JDAI) and the 30-member collaborative as well as the Nebraska State Coordinator, Monica Ross-Williams.

Sarah Hoyle, Human Services Director, stated the overall vision for the JDAI is to ensure the youth in the juvenile justice system will have opportunities to develop into healthy adults. The objectives of the JDAI are as follows:

- Eliminate inappropriate or unnecessary use of secure detention.
- Minimize failures to appear and incidence of delinquent behavior.
- Redirect public finances to successful reform strategies.
- Improve conditions in secure detention.
- Reduce racial, ethnic and gender disparities.

Hoyle reviewed the steps for Lancaster County's implementation to become a JDAI site, including:

- Site Readiness Evaluation
- Site Commitment by system leadership and stakeholders

- Development of Collaborative Team and identification of initiative coordination
- System Assessment
- Detention Utilization Study
- Priority Identification
- Development of Committee's and work plans based on data
- Quarterly data reports and Annual report to Annie E. Casey Foundation

Hoyle expanded on the Site Readiness Evaluation, where JDAI representatives met with two state representatives from Probation and interviewed those involved in both Probation and County services. From those interviews, an assessment was compiled using qualitative information. After the last assessment, JDAI decided Lancaster County was ready to be a site, which follows the Site Commitment by system leadership and stakeholders. Regarding the Development of Collaborative Team and identification of initiative coordination, much of the structure is already in place, including a steering committee which has been looking at systemwide policies and practices, and a racial and ethnic disparity committee, which reviews data within the system that may influence the number of youth and minorities entering the system.

Lori Griggs, Chief Juvenile Probation Officer, spoke about the Robert F. Kennedy Foundation (RFK) Executive Report, which is intended to be a conduit to help juvenile probation strategies, policies, and procedures across the state. The RFK recommendation is to improve data sharing and communication processes with Probation.

Griggs said there were conversations started on release and probation orders and recommends a key set of stakeholders to include Probation, County Attorney, Public Defender, judges, and others when it pertains to their area, to discuss improvement, enhancement, issues and goals.

Griggs stated in relation to the RFK report on their response to training on graduated responses, the RFK report suggests a broader group of stakeholders need to have a deeper understanding of probation policies and procedures.

Hoyle and Michelle Schindler, Director of Lancaster County Youth Services Center stated JDAI identified nationwide case-processing strategies; however, each county operates differently so the assessments for Lancaster County need to be examined to see which strategies are best supported by the data.

Griggs spoke on a data working grid, which is a tool used nationally. RFK looked at probation data, timeliness and other internal quality assurance issues and factors, and recommended to go deeper with outcomes to figure out how to measure if the mission is being accomplished.

Hoyle stated JDAI assessment recommended a full-time person oversee collecting and presenting data. They also stressed the importance of being transparent with all data and reports.

Schindler reviewed the data trends of detention utilization, which looks at the number of youth entering detention from Juvenile Court from Lancaster County, not including Adult Court youth or contract counties.

Wiltgen asked if there is a difference to admission between detentions and the average daily population. Schindler responded yes as this data is presenting the aggregate numbers of Lancaster

County Juvenile Court youth.

Schindler reviewed the data on underlying reasons for probation violations, of which about 50% of the youth are already adjudicated.

Griggs stated there is a book in procedure for when youth go in on probation violation. No matter the reason a youth is detained, the statutory thresholds are being reviewed.

Schindler spoke on data regarding length of stay for detained youth. In reviewing data on the court action taken at the hearing, Schindler pointed out the 1,362 court hearings data looks at the whole case processing. The data seems to prove that much of the continuance is due to searching for placements and waiting for referral responses.

Schindler said there will be policy recommendations at this meeting if they present what is in the report as she has seen it.

Amundson stated there needs to be decisions made on how the team is going to work with the Board; it will come down to the Board on how to create placements.

Brinkman asked if becoming a site as part of JDAI, will the recommendations be reviewed at the state level. Griggs said it is always a state-level discussion about how difficult it is to place youth and trying to keep the youth as close to the community as possible.

Schorr read the excerpt from the RFK Report "The commitment demonstrated by Bruce Prenda, County Attorney, and Sara Hoyle, Diversion Program Director was extremely impressive. Not only were policies in place, but outcome goals were identified and data was currently being collected" and stated this deserves additional recognition.

Hoyle said the Office of Juvenile Justice and Delinquency Prevention (OJJDP) recommended this process be considered at the national level for an evidence-based practice.

3) GRANT APPLICATIONS - Sara Hoyle, Human Services Director

A. DEPARTMENT OF JUSTICE REQUEST FOR \$200,000 (GANG SUPPRESSION)

Hoyle stated the Human Services Office (HSO) is working with the Lincoln Police Department (LPD) to write this grant to supplement the Gang Outreach Specialist salary and provide for different training and evaluation supplies. The Gang Outreach Specialist position is currently funded at 33% of the salary through the HSO and the LPD.

MOTION: Schorr moved and Avery seconded approval to authorize Hoyle to apply for the Department of Justice Gang Suppression Grant. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

B. DEPARTMENT OF JUSTICE REQUEST FOR \$400,000 (JUVENILE CRISIS INTERVENTION)

Hoyle stated this Department of Justice grant is for three years for which complies with the following OJJDP core requirements for the grant, which are:

1. Deinstitutionalization of status offenders;
2. Separation of juveniles from adult inmates;
3. Removal of juveniles from adult jails and lockups; and
4. Addressing disproportionate minority contact.

The focus of the grant application is the deinstitutionalization of status offenders, primarily looking at the short-term crisis respite. Hoyle met with a physician of the Child and Adolescent and Psychiatry unit at Bryan regarding community needs. She wrote a short proposal statement that follows procurement guidelines, which will be written into the grant application.

When Wiltgen asked about the potential of opening a crisis center for juveniles, Hoyle responded something is needed starting next July for youth in crisis. She stated CEDARS is a voluntary program with wonderful services, however, they are often full. The high-needs youths who are too high functioning for CEDARS, will many times get a low-level law violation instead of the services they need.

Schorr inquired if this is related to the Suicide Prevention Coalition. Hoyle stated yes, Donald Belau, Ph.D., the facilitator working on crisis response in the County, is also the facilitator for the Loss Prevention. This would also fund a data person to investigate crisis response.

Schorr asked where this person would be housed, to which Hoyle responded the evaluator would be at the Public Policy Center.

Hoyle answered yes when Wiltgen asked if the grant funds would also be part of the data contract with the University of Nebraska.

MOTION: Schorr moved and Avery seconded approval to authorize Sara Hoyle to submit the Department of Justice Juvenile Crisis Intervention grant. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

C. NEBRASKA PLANNING COUNCIL ON DEVELOPMENTAL DISABILITIES REQUEST FOR \$30,000 (STRATEGIES FOR OFFICER TRAINING FOR LINCOLN POLICE DEPARTMENT AND LINCOLN PUBLIC SCHOOLS)

Hoyle discussed the Nebraska Planning Council on Developmental Disabilities grant as it would fund some of the training as part of the interlocal agreement between the LPD and Lincoln Public Schools (LPS) for school resource officers and school administrators. The training will focus on adolescent brain development, working with students with emotional, behavioral, and learning disabilities, and how to redirect kids in a positive manner. The training has three focuses:

1. Policing the Teen Brain Train-the-Trainer, which would be a multi-day training for up to 30 officers, geared to train the trainer as Resource Officers may be different individuals based on schedules.
2. Policing the Teen Brain in School Training, geared towards school administrators and school resource officers.
3. Juvenile Justice Jeopardy Games, which trains the stakeholders and the youth in interactive situational scenarios.

When Wiltgen asked about the funding source for this grant, Hoyle responded it is federal dollars

through the Department of Health and Human Services.

MOTION: Amundson moved and Brinkman seconded approval to authorize Hoyle to submit the Nebraska Planning Council on Developmental Disabilities grant. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

4) BUDGET UPDATE - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, reviewed updated numbers on the budget with the Commissioners. He highlighted \$2,915,470, which includes new positions that have been discussed. When Meyers files the proposed budget at the end of the month, the difference in the property tax asking in the General Fund is projected at a 4.3% increase.

Meyer outlined the requests for increase in personnel, pointing out positions will not necessarily begin at the beginning of the fiscal year. There were 14 positions requested with 11 being approved for a total funds request of \$458,177 for the 11 positions. The next fiscal year, there will be an estimated cost of \$775,000 for the approved positions.

The original budget numbers were \$1,400,000. For the \$2,915,470, Meyer increased some revenues, added in the additional requested increase in number of staff, and transfer from Keno which gives a way to track budget changes. Meyer noted the \$210,000 technology fund includes requests received from the departments as well as anticipated expenses that may occur during the fiscal year.

Schorr asked if the numbers address the concerns in District Court regarding technology, to which Meyer replied no, those are in for future upgrades and projects, where \$500,000 Keno funds are set aside. This is only general funds as the departments that get paid for services or receive other types of funding have their technology requests budget for those out of those department funds. One of the most difficult times for departments with technology requests will be between July – September until the budget is adopted.

Meyer stated \$20,000 of the \$210, 000 technology budget is contingency funds.

Jared Gavin, District Court Administrator, stated the jury monitor went out in one of the courtrooms, so if there were a trial, evidence is not able to be shown electronically. Gavin was able to get 3 quotes for a replacement with the lowest quote at \$1,632.

MOTION: Schorr moved and Amundsen seconded a motion to allocate \$1,632 from the technology fund for the 2018 fiscal year for the replacement of the District Court jury monitor. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

Meyer reported the Lincoln Police Department has surplus vehicles that may be an option for fleet vehicles. Meyer and Bob Walla, Purchasing Agent, are looking to the Board for direction regarding fleet management or if departments are getting vehicles of their own.

Walla said he has had conversation with the police garage with options for a fleet management program. There is a lot of value for a fleet program. One problem that could occur is underutilization of cars that would cost the County money. The LPD has surplus vehicles, two police cruisers and a Ford Fusion, that could be used for a fleet program. The cost listed for each vehicle is \$9,000

per SUV and \$3,100 for the Ford Fusion. Walla believes a team or committee should be formed to decide upon a fleet program recommendation.

Amundson stated she is supportive of a fleet program and would be willing to work on a committee for fleet management.

Wiltgen asked if used vehicles could be used for an agile fleet management system and Walla responded yes. He added though it is a simple system, one of the details that has not yet been discussed in detail is who manages that program and how vehicle usage is paid for. A complete review of the used vehicles needs to be done to determine current mechanical status.

Brinkman stated the Board was estimating a \$75,000 cost for three new vehicles, so the three used vehicles seem to be reasonable savings. A committee is a good idea as there could be discussion on current County-owned vehicles allocated from other departments possibly being adopted into an agile fleet program.

Meyer asked Walla to address the City's views on a fleet management program. Walla stated the City is looking at a system that ties the fleet maintenance and vehicle management into one system instead of two, thus making the fleet program easier to manage. A committee could also investigate such options for the County to see if there would be a cost savings.

Schorr questioned how big of a fleet is needed for a county the size of Lancaster. Walla replied it is unknown at this point as not all the needs have been identified yet. -

In addressing Schorr's question of logistics for the program, Walla stated the logistics of key checkout, where vehicles are located, and maintenance would need to be worked out. This would be another topic for the committee to look at.

Meyer asked when a fleet management system is set up, is the County to only use County vehicles, and City use City vehicles. Walla answered at this point, yes due to liability issues. It is possible to look at the issue and see if there are other options later.

Walla believes the cost of the program at this time, by purchasing the used vehicles from the City at \$21,000 plus the cost of the system and any other vehicles to make the fleet system work, the overall cost could be \$75,000. Meyer stated the original cost of \$75,000 was based off the cost for three new vehicles.

Brinkman stated the two issues are: 1) are we going to authorize the purchase of the used vehicles from the LPD, and 2) what are we saying in terms of placeholder for future needs, as we still need to have a committee to determine the possibility of fleet vehicles.

Wiltgen asked Kim Etherton, Community Corrections Director, to speak to her department's need for vehicles. Etherton answered there are cars that need to be taken out of service and they are currently looking at used county cars as replacements. The Community Corrections staff is utilizing these vehicles both during normal business hours and off business hours.

Meyer asked Etherton if the County had a fleet of vehicles available versus the three vehicles that are available to Community Corrections now, how many employees could need a vehicle. Amundson

expanded on the question and asked if there could be fewer vehicles than employees needing a vehicle and still have enough vehicles for the employees. Etherton answered that could be a possibility depending on the number of vehicles available.

Etherton stated she would like to be on the committee for fleet vehicles.

Brinkman exited the meeting at 10:02 a.m.

Walla stated the concept of the fleet management system is not only intended to make it easier track the use of the vehicles.

Brinkman returned to the meeting at 10:05 a.m.

The Board recommended Amundson; Walla; Etherton; Rob Ogden, Chief Field Deputy Assessor/Register of Deeds, Candace Meredith, Deputy County Treasurer, Joe Nigro, Public Defender, Pamela Dingman, County Engineer, or representatives from those offices as members of the committee. Walla will facilitate the committee.

For the July 27, 2018 meeting, Meyer will have a completed proposed budget and review the highlights. Meyer answered yes to Schorr's clarification that Keno will be listed on the proposed budget.

5) BREAK

The meeting was recessed at 10:11 a.m. and reconvened at 10:25 a.m.

6) ACTION ITEM

There were no action items.

7) CHIEF ADMINISTRATIVE OFFICER REPORT

A. Visitors Improvement Fund Grant Request from City of Lincoln for \$120,000 Over Three Years for Prairie Corridor Trail

Eagan stated this is a large request. Before the grant request is presented to the Visitors Promotion Committee, the Lincoln Parks and Recreation Department will come to the County Board for informational purposes about the grant request. By statute, the Visitors Promotion Committee must review and recommend the grant before the Board can act.

Schorr noted it looks as though they are applying to Regional Trails Program which is where Sara Hartzell, Park Planner II, recently submitted a grant for the south Wilderness Park Bridge construction. Eagan stated yes, and they were aware this was coming.

Eagan will send the grant request to the Visitors Promotion Committee for review.

B. Budget Monitoring Committee

Meyer stated the Budget Monitoring Committee usually convenes in August and he needs to see if any County Board member wants to attend the meeting. Meyer will send an email for the meeting to be on August 9, 2017 at 1:30p.m. Schorr volunteered to attend. Avery will be invited.

Avery entered the meeting 10:29 a.m.

- C. Claim for Review PV # 61770 to Sprint from the Lancaster County Sheriff's Office for \$750.00. This Claim is Beyond the 90 Day Time Period.**

Item was moved to later in the agenda.

- D. Letter of Support for Autonomous Shuttle Program**

Wiltgen does not have the draft letter yet. When the draft is completed, Wiltgen will circulate it by email.

8) GENERAL ADMINISTRATIVE ITEMS

- A. Nebraska Association of County Officials Southeast District Meeting - Monday, October 15, 2018**

Amundson, Wiltgen and Schorr noted they will be attending the Nebraska Association of County Officials Southeast District meeting at the Career Academy at Southeast Community College.

9) DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

- A. Public Building Commission Chair Meeting with the Mayor – Amundson**

Amundson reported the State of Nebraska is going to exercise its option to release 8,500 feet of rental space.

- B. Information Services Policy Committee - CANCELLED**

- C. Infrastructure Task Force Meeting – Brinkman**

Brinkman stated Schorr also attended the meeting. Consultants went through options related to financing, discussed the budget gap, and broke into three groups and used a pre-programmed spreadsheet as to how to address the gap. Each team discussed financing options on how to close the gap. Another meeting is anticipated where a draft report will be reviewed by the taskforce; then a presentation by the chairs and consultants will be given in September. Schorr was impressed by the local support.

- D.** Claim for Review PV # 61770 to Sprint from the Lancaster County Sheriff's Office for \$750.00. This Claim is Beyond the 90 Day Time Period.

Todd Duncan, Chief Deputy Sheriff, stated the bill is accurate as the \$750.00 bill is for cell phone data that was requested for an investigation. He stated there was some confusion by Sprint's billing department on the invoice as the City also requested data for a case. They have taken steps to prevent this from happening again.

Wiltgen requested clarification on the \$750.00 that these were charges incurred by the County, and Duncan answered yes, the \$750.00 is a correct invoice.

MOTION: Schorr moved and Brinkman seconded a motion to roll the Sprint claim to the Tuesday regular claim. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.

E. Lincoln Parks and Recreation Advisory Committee – Schorr

Schorr reported the committee met at the Lincoln Children's Zoo where the designer gave a presentation on materials and colors. The committee was given a tour of the construction site. They prioritized upcoming projects with Parks and Recreation. The Haines Corridor is a priority while the Wilderness Bridge is not, on which Schorr will follow up. Priorities of the Parks and Recreation are the Haines Corridor, Wilderness Nature Camp building, Stransky Park, Cooper Park, Cascade Fountain, and the pickleball courts, and the Lincoln Botanical parks.

F. Human Services Joint Budget Committee - Brinkman

The committee met as the regularly scheduled quarterly meeting. Hoyle gave updates on the JDAI plan, the Bridge issue, and the Lincoln Unites Celebration and Ceremony. Hoyle told the committee the State Board Administrator's Office is piloting an automated system to remind individuals about court dates, which is set to begin next year. There was a guest presentation from The Orchard, a 501(c)3 that has been operating a drop-in peer counseling center for those with substance abuse and mental health issues. They have had over 1,500 people use their services. Their current rental space is expensive, so they are closing; however, they have located a new space, and are requesting emergency funds from the joint budget committee to replicate their onsite services by January 2019.

Brinkman noted other partner reports were the United Way getting ready to do their campaign in September. C.J. Johnson, Regional Administrator, Region V Systems, reported that they do not foresee receiving any additional state funding.

G. Lincoln Business Association Elected Officials Meeting - Amundson

Amundson was unable to attend the meeting, so Wiltgen attended. He gave an update on the budget and budget process. There was discussion about the infrastructure task force focusing on no additional funds for construction efforts. There was conversation about wheel tax. Wiltgen left after questions regarding selling Trabert Hall, therefore is unable to comment on the rest of the meeting.

Avery exited the meeting at 10:56 a.m.

H. National Association of County Officials Conference - Amundson/Schorr

Schorr reported the conference was well run and highlighted the following:

- Candace Meredith, Chief Deputy County Treasurer, spoke on electronic payments
- Attended the session on Legislative priorities
- a new Sheriff's car hybrid was on display
- new NACO president Gary Moore won by 36 votes

Schorr attended a workshop on millennials and how to get them invested in their retirement plan.

Amundson attended the Transportation Subcommittee where they discussed proposals that had been adopted. In the afternoon, railways, waterways, and drones were discussed and how these systems are utilized and being updated. She attended the "Mind the generation gap" breakout and found it interesting. Amundson attended a multi-year projection seminar, focusing on government officials taking a multiyear look on technology, infrastructure, service and outreach areas.

Avery returned to the meeting at 11:00 a.m.

Amundson also attended sessions on the following: crisis of mental health in our jails; opioid crisis; high cost of worker burnout; general meeting which focused on childhood hunger.

Schorr reported preliminary plans are in the works for a Stepping Up Summit in Nebraska.

I. District Energy Corporation - Avery

Avery was unable to attend meeting due to a scheduling conflict. They were scheduled for a one-hour briefing on risk management. Schorr reported the steam release issue by the State Capitol is still under negotiation with the insurance carrier.

10) SCHEDULE OF BOARD MEMBER MEETINGS-

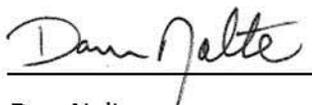
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11) EMERGENCY ITEMS

There were no emergency items.

12) ADJOURNMENT

MOTION: Schorr moved and Amundson seconded to adjourn the meeting at 11:10 a.m. Brinkman, Schorr, Avery, Amundson and Wiltgen voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk

