

MEETING NOTICE

LANCASTER COUNTY CORRECTIONAL FACILITY JOINT PUBLIC AGENCY

TUESDAY, NOVEMBER 29, 2016

COUNTY-CITY BUILDING, ROOM 112

555 SOUTH 10th Street

1:00 P.M.

AGENDA

Location Announcement of Nebraska Open Meetings Act: A copy of the Nebraska Open Meetings Act is located on the wall at the rear of the Hearing Room.

1. **APPROVAL OF MINUTES** – August 30, 2016
2. **APPROVAL OF CLAIMS** - processed through November 22, 2016
3. **PUBLIC COMMENT**
4. **SETTING OF NEXT MEETING** – February 28, 2017
5. **ADJOURNMENT**

MINUTES
LANCASTER COUNTY CORRECTIONAL FACILITY JOINT PUBLIC AGENCY (JPA)
COUNTY-CITY BUILDING, ROOM 112
555 SOUTH 10TH STREET
TUESDAY, AUGUST 30, 2016
1:00 P.M.

Present: Roma Amundson, Chair; Leirion Gaylor Baird; and Todd Wiltgen

Absent: Chris Beutler

Others Present: Dennis Meyer, Budget and Fiscal Officer; Brad Johnson, Interim Corrections Director; Cori Beattie, Deputy County Clerk; Ann Taylor, County Clerk's Office

The Chair called the meeting to order at 1:05 p.m.

The location announcement of the Nebraska Open Meetings Act was given.

AGENDA ITEM

1 APPROVAL OF MINUTES OF MAY 31, 2016

MOTION: Gaylor Baird moved and Wiltgen seconded approval of the minutes of the May 31, 2016 meeting. Gaylor Baird, Wiltgen and Amundson voted yes. Beutler was absent. Motion carried 3-0.

2 PUBLIC HEARING FOR THE FISCAL YEAR (FY) 2016-2017 BUDGET

The public hearing was opened.

Dennis Meyer, Budget and Fiscal Officer, was administered the oath.

Meyer said the Fiscal Year (FY) 2016-2017 budget totals \$5,057,157, noting \$4,861,930 is related to the bond payments. There is also \$195,277 in reimbursements from the District Energy Corporation (DEC) that is outside the bonds. The total property tax request is \$4,886,600, which is the same amount requested last year. He noted the JPA uses the City's and County's valuations in calculating the levy and said City valuations increased by 2.24% and County valuations increased by 2.92%, which reduced the JPA's levy by 2.42%. Meyer compared this year's levy of 2.38 cents to the levy of 3.01 cents that was set when the JPA was created in 2008. Total bonded debt at issuance was \$97,671,892 and is \$62,728,848, as of July 1, 2016.

Gaylor Baird asked how the \$195,277 will be spent. Meyer said \$75,134.46 will be spent on three new kitchen ovens for the Lancaster County Adult Detention Facility (LCADF) (see May 31, 2016 meeting minutes for more details).

Brad Johnson, Interim Corrections Director, and Nate Atkins, System Programmer, Corrections Department, appeared and were administered the oath.

Johnson said the Corrections Department would also like to use a portion of the funds to purchase 10 personal data assistants (PDA's) for the facility. The PDA's will be used for officer rounds and inmate movement tracking (see Exhibit A). He said their existing equipment is limited to two channels and can lock up when there is a lot of traffic. Repair and battery replacement costs are also costly. Johnson said the new devices will run off five different channels and cost much less than existing equipment (\$500 compared to \$1,500). He requested authorization to purchase 10 PDA's as a start, noting four of their devices are currently out-of-service. Meyer said the cost would be \$6,083.20, which includes software.

Gaylor Baird asked how many more would be needed to complete the transition. Johnson estimated they would need a total of 30.

Wiltgen asked Johnson to address the jail population increase. Johnson said LCADF has had an increase of nearly 13% in inmate population since July, 2015. He said that is an unprecedented spike, noting the historical average is 3% to 4% per year. Johnson said he believes the 2015 Legislative Session's LB 605, which changed sentencing laws and turned some felonies into misdemeanors, has had an impact on jail population numbers. He added the effects of offenders being placed on probation, rather than parole, after release are still to come. Johnson said LCADF is currently at operational capacity and recently had to turn down a request from Sarpy County to house some of their inmates. He said counties that were able to house prisoners for other counties in the past no longer have available space and if this trend continues Lancaster County could have limited options. Wiltgen expressed concern that if the County's jail population continues on this trajectory the County could experience the same problems that are happening in the State facilities. He noted the County has opened the last housing pod in LCADF and if contracting is no longer an option, the next step would be construction.

The Chair asked whether anyone wished to testify. Since there was no other testimony, the Chair closed the public hearing.

3 ADOPT RESOLUTION IN THE MATTER OF APPROVING THE BUDGET FOR FISCAL YEAR (FY) JULY 1, 2016 TO JUNE 30, 2017

MOTION: Wiltgen moved and Gaylor Baird seconded approval of the resolution. Wiltgen, Gaylor Baird and Amundson voted yes. Beutler was absent. Motion carried 3-0.

4 APPROVAL OF CLAIMS PROCESSED THROUGH AUGUST 23, 2016

MOTION: Gaylor Baird moved and Wiltgen seconded approval of payment to Information Services (IS) in the amount of \$6,083.20 for 10 personal data assistants (PDA's). Gaylor Baird, Wiltgen and Amundson voted yes. Beutler was absent. Motion carried 3-0.

5 PUBLIC COMMENT

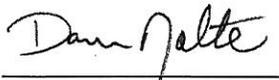
There was no public comment.

6 SETTING OF NEXT MEETING

The next meeting will be held at 1:00 p.m. on November 29, 2016.

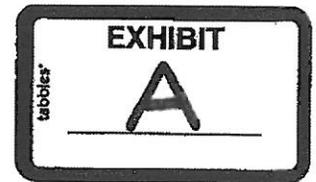
7 ADJOURNMENT

MOTION: Wiltgen moved and Gaylor Baird seconded to adjourn the meeting at 1:23 p.m. Wiltgen, Gaylor Baird and Amundson voted yes. Beutler was absent. Motion carried 3-0.



Dan Nolte
Lancaster County Clerk





PDA Statistics

PDA's are used in the facility for officer rounds and inmate movement tracking. RFID pucks are mounted outside each cell and various other locations (bathrooms, yard, etc.) to allow officers to keep a digital record of rounds they perform during their shift. The wristbands of inmates are scanned when they leave their housing unit to visit other parts of the facility (reporting for work in kitchen, visiting clinic, attending scheduled programs, etc.), allowing live tracking of inmates and helping to identify potential conflicts with "no-contacts" setup for the inmates.

- Pucks/Scans
 - 364 pucks throughout the facility
 - 36 pucks average in pods with rounds every 30-minutes.
 - Every 24-hours:
 - 1,728 scans per pod.
 - 21,672 scans facility-wide.
- The Lancaster County Dept. of Corrections currently owns 31 of the old style PDA's.
- In the past 1.5 years, 6 units have been sent in for repair.
- 4 units are out-of-service needing repair as a cost of close to \$500 each
- Two typical repairs:
 - Mainboard replacement - \$380
 - Touch Screen replacement - \$170
- PDA Batteries have a lifespan of about 18-24 months with the amount of use and recharge cycles. We have approximately 60 batteries in service and have replaced 20 in the last 1.5 years.
 - Batteries are \$130 each
- Screen size
 - Old style PDA's have a screen that is approximately 2.25" W x 2.75" T
 - New style has a screen that is approximately 3.00" W x 6.03" T
- Price
 - Old PDA's were purchased at approximately \$1,500 each. This is comparable to price for newer version of same device type.
 - New style PDA's can be purchased at approximately \$470 each
- Wireless Technology
 - We have wireless access points throughout the facility (1 in each Pod, multiple along the main hallways on both floors, and multiple staggered points near the GF dorms), each overlapping with other adjacent AP's.
 - Medical's laptops connect to the 'jail' wireless network also for medication rounds.
 - Old PDA's operate on only 2.4GHz
 - Many devices operate at this frequency (microwaves, Bluetooth, cordless phones and other older wireless technology share this band).

- 2.4GHz only has 3 non-overlapping channels on which to broadcast, other traffic is halted if something else is transmitting on the same AP and same channel.
- New PDA's are dual band (2.4GHz and 5.0GHz)
 - Fewer devices operate at 5.0GHz, so less interference.
 - 5.0GHz has at least 12 non-overlapping channels on which to broadcast (@ 40MHz channel width).

Lancaster County Correctional Facility Joint Public Agency
List of Claims through November 22, 2016

<u>Item Number</u>	<u>Payee</u>	<u>Invoice</u>	<u>Amount</u>	<u>Description</u>
Bond Proceeds / DEC Reimbursement (Purchase Orders)				
1	American Fence Company	17120	6,806.95	Remove Gate & Replace with Security Fencing
2	US Bank	205150	15.48	October 2016 Bank Fees
3	Information Services	11867	5,494.37	10 laptops
4	Information Services	11891	8,828.95	13 PCs
5	Accurate Controls, Inc.	estimate	<u>71,440.52</u>	Control System Upgrade
			<u>92,586.27</u>	

\$25,000 deductible on damage to the fence.

Items with no invoices will be paid when services or items are received.

Property Tax Collections -

1	Wells Fargo	LANCJAIL09	<u>3,854,502.50</u>	Principal and Interest Payment
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AMERICAN FENCE COMPANY

American Fence Company of Lincoln, Inc.
 3301 N 35 ST
 Lincoln NE 68504
 402-467-2511
 www.TheAmericanFenceCompany.com

INVOICE DATE	INVOICE NO	PAGE
11/10/16	17120	1

** I N V O I C E **

TERMS: NET 10

REMIT TO: 15225 Industrial Road, Omaha, NE 68144-5455 402-896-6722

Sold to:

Ship to:

LANCASTER COUNTY
 CORRECTIONS
 3801 WEST O ST
 LINCOLN, NE 68528

LANCASTER CNTY CORRECT
 3801 WEST O ST
 LINCOLN, NE 68528
 BID NO 12-150

ORDER NO	ORDER DATE	CUSTOMER NO	SALES REP	PURCHASE ORDER NO	SHIP DATE	SHIP VIA	
17120	11/10/16	LCC-OST	MT	LC16-0194	ASAP	DEL. OUR TRUCK	
QUANTITY ORDERED	UNIT	ITEM NO	ITEM DESCRIPTION			PRICE UNIT	UNIT PRICE
QUANTITY SHIPPED UNIT		QUANTITY BACK ORD				ITEM DISCOUNT	EXTENDED PRICE
1	EACH	*10001	REMOVE GATE & REPLACE W/ SECURITY FENCING			EACH	6806.95
1		0				0.00	6806.95

DUE UPON TERMS STATED. DELINQUENT ACCOUNTS CHARGED 5% SERVICE CHARGE.

SALES AMOUNT	6806.95
MISC. CHARGES	0.00
FREIGHT	0.00
SALES TAX	0.00
TOTAL	6806.95
PAYMENT REC'D	0.00
BALANCE DUE	6806.95

CUSTOMER

Batch Number : 205150 Batch Date : 11/15/2016 User ID : CTOJLD

Batch Number	Do Ty	Document Number	Fund	G/L Date	Account Number Explanation	Account Description	Debit Amount	Credit Amount	C/A	LT	P C	R V
205150	JE	72308	00011	11/15/2016	6210.64290	Banking Services	241.93			AA		
Line No		3.0			Oct 16 US BANK FEES Dist Court Bank Fees							
205150	JE		00011	11/15/2016	6030.55495	Other Miscellaneous Fees		272.89-		AA		
Line No		4.0			Oct 16 US BANK FEES From Other Funds to pay US Ban							
205150	JE		00590	11/15/2016	5900.64290	Banking Services	15.48			AA		
Line No		1.0			Oct 16 US BANK FEES RTSD June Bank Fees							
205150	JE		00592	11/15/2016	5920.64290	Banking Services	15.48			AA		
Line No		2.0			Oct 16 US BANK FEES JAIL June Bank Fees							
					INTER CO							
					Document Total		272.89	272.89-		AA Total		
					Batch Total	Posted				AA Total		
						Unposted	272.89	272.89-				
					Grand Total	Posted				AA Total		
						Unposted	272.89	272.89-				

By _____

Date _____

Information Services Invoice

Information Services
 Account Receivable
 233 S 10th St, Ste 200
 Lincoln, NE 68508
 (402) 441-7471

Invoice Number: 11867
Invoice Date: 10/5/2016
Request Number: 150735
Tech Name: Warner, Terry
Bill Date: 10/5/2016

Billing Information

Billing Acronym: CCD
Department: County Development Fund
Funding: Jail Savings Fund

Order Information

Order Acronym: JCJ
Department: CJIS Corrections
Requestor: Atkins, Nathan D
Install Location: Corrections

Quantity	Product Description	Disposal Fee	Unit Price	Extended Price
1	Cart, Laptop recharging, 12 outlet, Learniture, Black		308.27	308.27
10	Laptop Probook 455 G3 2.2GHz A8-7410 500GB 4GB W10		494.01	4,940.10
10	Windows Server 2012 User CAL License		24.60	246.00
			Shipping:	0.00
			Invoice Total:	\$5,494.37

Information Services Invoice

Information Services
 Account Receivable
 233 S 10th St, Ste 200
 Lincoln, NE 68508
 (402) 441-7471

Invoice Number: 11891
Invoice Date: 10/13/2016
Request Number: 149824
Tech Name: Warner, Terry
Bill Date: 10/13/2016

Billing Information

Order Information

Billing Acronym: CCD
Department: County Development Fund
Funding: Jail Savngs Fund

Order Acronym: JCJ
Department: CJIS Corrections
Requestor: Atkins, Nathan D
Install Location: Corrections

Quantity	Product Description	Disposal Fee	Unit Price	Extended Price
13	Memory, 4Gb DDR4 PC4 2133MHz SODIMM		35.55	462.15
13	Microcomputer, 600G2 Mini i5-6500(2.5) 4Gb 500Gb W10P		619.00	8,047.00
13	Windows Server 2012 User CAL License		24.60	319.80
			Shipping:	0.00
			Invoice Total:	\$8,828.95

LCADF Facility Control Upgrades

Operation of the cameras, door controls, and intercoms at the Lancaster County Adult Detention Facility currently rely on software written to work with Windows XP, an operating system (OS) that has not been supported by Microsoft since 2014. Support for an OS provides fixes and updates, including security updates, which are important to the protection of a PC from malware and malicious software. Aside from the risk of using an unsupported OS to drive the automation of our facility, we are beginning to encounter other issues stemming from the antiquated system:

- Our vendor is only releasing updates for software on systems that have been upgraded to windows 7.
- As the workstation hardware wears-down from 24-hour, 7-day a week operation, it is more difficult to image backup units to replace them. The backup units need to run windows XP, which is not easy to procure in the current market. Downgrading new machines to meet the need is increasingly difficult as XP drivers don't always exist for current hardware configurations. Running 24/7/365, a typical workstation can expect a lifespan of 3-5 years (according to our vendor).

The expenses related to upgrading our 16 workstations and SMC Server are outlined below.

<u>Qty.</u>	<u>Devices to update/upgrade:</u>	<u>Cost</u>
1	SMC Server – Upgrade OS and software	\$1,093.50
17	Workstations – Upgrade hardware (Provided by Vendor \$ 1,080.00/ea.).....	\$18,360.00
17	Workstations – Upgrade hardware (Provided by LCADF \$601.56/ea.)	\$10,226.52
16	Workstations – Upgrade OS and software licenses (\$2,025.00/ea.).....	\$32,400.00
1	Labor charge for vendor	\$27,720.50
	Total (Vendor supplied hardware)	\$79,574.00
	Total (LCADF supplied hardware)	\$71,440.52

The licenses to which we would be upgrading are valid for Windows 7, 8.1, and 10. Support for windows 10 is expected to extend into 2025. At this time our software vendor is not recommending an OS beyond Windows 7, as it is the most stable platform for their program.



Corporate Trust Services
 MAC N9300-070
 600 South 4th St
 Minneapolis MN 55479

RECEIVED

OCT 21 2016

LANCASTER COUNTY
 BOARD

Invoice Date	Payment Due
10/12/2016	12/01/2016

<u>Amount Due</u> 3,854,502.50
<i>Please wire or mail payments to:</i>
Wire Instructions: ABA #: 121000248 DDA #: 6355060501 Ref: LANCJAIL09
ACH Instructions: ABA #: 091000019 DDA #: 6355060501 Ref: LANCJAIL09
Mailing Address: Wells Fargo Bank NW6222 P.O. Box 1450 Minneapolis, MN 55485-6222

000079 XNTCT186



LANCASTER COUNTY CORRECTIONAL FACILITY J
 JOINT PUBLIC AGENCY
 555 S. 10TH STREET
 LINCOLN NE 68508

Please return this portion of the statement with your payment.

Please retain this portion for your records.

Account Number: LANCJAIL09

LANCASTER CNTY NE JPA CORR FAC 2/09 FAST

Interest Payment Due to Holders on 12/01/2016	\$1,049,502.50
Principal Payment Due to Holders on 12/01/2016	\$2,805,000.00

60/40 split

593 - 5930 - 68110	1,122,000
593 - 5930 - 68115	419,800
594 - 5940 - 68110	1,683,000
594 - 5940 - 68115	629,701.50

Total Amount Due: \$3,854,502.50

Wires must be received by 10:00 Central Time on the Payment Due Date.

Checks must be received 5 business days prior to Payment Due Date.

Refer to your governing documents for payment date rules.

IMPORTANT NOTICE: Wells Fargo has calculated the amounts due and the due date reflected above and believes this information to be accurate. However, in the event of a discrepancy between this notice and the terms of the documents that govern your transactions, the terms of the governing documents control. If you believe this notice may not be correct, please contact us immediately.

Please address questions to:	HABTAMU TAMIRU 612-667-9927	BEATRICE EZE 612-667-5540
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