

**MINUTES**  
**LANCASTER COUNTY CORRECTIONAL FACILITY JOINT PUBLIC AGENCY (JPA)**  
**COUNTY-CITY BUILDING, ROOM 112**  
**555 SOUTH 10<sup>TH</sup> 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**

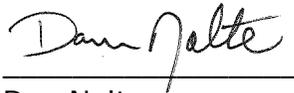
There was no public comment.

**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).