LANCASTER COUNTY NEBRASKA

MEMORANDUM

TO: All Department Heads and Elected Officials

FROM: Todd Wiltgen, Chair

DATE: January 17, 2017

RE: Lobbyist and Legislative Testimony Procedures

The Lancaster County Board of Commissioners appreciates the assistance of County officials in advancing the County's legislative agenda by working with our lobbyist and providing information and testimony to the Legislature. In order to maximize the efficiency and effectiveness of our efforts, the County Board has established the following procedures governing communications with our lobbyist and the Legislature.

County Lobbyist

Legislative services are provided to Lancaster County by Joseph Kohout, Gordon Kissel, and Jono Bradford of Kissel/E&S Associates. Joe will act as liaison and primary contact for County department heads and elected officials during the legislative session. If Joe is unavailable department heads and elected officials can also contact Jono. Joe, Gordon and Jono can be reached at:

Kissel/E&S Associates
Suite 400, Cornhusker Plaza
301 S. 13th Street
Lincoln, NE 68508-2571
Telephone: 402/476-1188, Facsimile: 402/476-6167
Email: Joe jkohout@kisseles.com
Gordon gkissel@kisseles.com
Jono Jbradford@kisseles.com

Cell phone numbers for Joe, Gordon and Jono will be provided on an individual basis.

Legislative Updates at the Thursday Staff Meeting

Our lobbyist gives a legislative update to the County Board every Thursday Staff Meeting at 8:30 a.m. Department heads and elected officials are welcome to attend and participate in discussions. However, it is extremely important to give advance notice to the lobbyist of any legislative matters you wish to discuss at the Staff Meeting. This procedure will give the lobbyist the opportunity to research the matters which you are asking the Board to support or deny. The information should also be provided to the County Board by notifying Kerry Eagan.

Legislature Testimony and Communications

Any department head or their designee who plans on testifying before the Legislature must notify the Board as soon as possible. As in previous years, a written summary of the proposed testimony should be given to the Board and directly to the lobbyist. If possible, time should be scheduled at a Thursday Staff Meeting for the purpose of discussing the testimony with the Board during the legislative update.

If there is insufficient time to review the testimony at the Thursday Staff Meeting, you should still contact the County Board and the lobbyist prior to testifying. A written summary of the testimony will still be required for the County Board. Written summaries should also be provided directly to the lobbyist

It is also imperative to keep the lobbyist informed about general communications with the Legislature regarding matters of interest to the County. In addition, County officials should not represent the County is taking a position on a legislative Bill or issue without prior authorization by the County Board.

While the above policy applies only to department heads appointed by the County Board, elected officials are also encouraged to follow this process.