



**LANCASTER COUNTY BOARD OF COMMISSIONERS  
BUDGET MEETING  
TUESDAY, JUNE 9, 2020  
ZOOM MEETING**

**VIEWING AVAILABLE VIA YOUTUBE AT <https://www.youtube.com/lnktvcity>  
10:00 A.M.**

*Location Announcement of the Nebraska Open Meetings Act: A copy of the Nebraska Open Meetings Act is located on the wall at the back of Room 112 and Room 113. The meeting will also be broadcast in Room 113 for those wishing to view it in person. Additionally, a copy of all written material to be discussed at today's meeting is available in Room 113. These materials can also be viewed on the County's website at [lancaster.ne.gov](http://lancaster.ne.gov). People wishing to reach the County Board can do so by going to the County website and filling out the "Contact Us" Form.*

**AGENDA ITEM**

**1. DEPARTMENT BUDGET HEARINGS**

Dennis Meyer, Budget and Fiscal Officer

Link to Open Gov: <https://Lancaster.Opengov.Com/>

**A. District Court (624)**

Jared Gavin, District Court Administrator

Documents:

[Employee\\_Information - District Court.pdf](#)  
[Future\\_Projects\\_And\\_Upgrades - District Court.pdf](#)  
[Conferences\\_And\\_Travel - District Court.pdf](#)  
[Tech Fund Request - District Court.pdf](#)

**B. Risk Management (12, 13)**

Sue Eckley, Risk Management Director

**2. ADJOURNMENT**

**Lancaster County  
Employee Information  
2020-21 Budget**

**Department Name** District Court (6241 & 6242)

	FY19-20 Budget	FY20-21 Request
<b>Number of Full Time Equivalents (FTE's)</b>	13.75	13.75
<b>Breakdown of FTE's:</b>		
Full Time	13.00	13.00
Part Time	0.75	0.75
Temporary		
On Call		
Positions not filled		
<b>Retirements:</b>	0.00	0.00
<b>Number of Employees</b>	0.00	0.00
<b>Cost of Payouts</b>	0.00	0.00
<b>(Include Vacation and PEHP)</b>		

**Lancaster County  
Future Projects and Upgrades  
20-21 Budget**

Department District Court (624)

Estimated Fiscal Year	Estimated Amount	Description of Project or Upgrade
20-21	50,000	3 OF 3 of technical upgrades to Courts - Speakers This may have already been set aside as part of the Courtroom Upgrade.
	50,000	<b>TOTAL</b>

**Lancaster County  
Conferences, Training and Travel Expenses  
2020-21 Budget**

**Business Unit Name** District Court - Referee

**Business Unit #** 6242

Conference/Training Session	Object Code		AMOUNT
	Name	#	
National Child Support Association	Registration	65670	500
Mileage	Mileage	64725	350
Meals	Meals	64710	150

## District Court Micro-Fund Detail and Justification—2020-2021

We will need the following computers and equipment:

**Laptop Computers:** We continue to replace aging computers and upgrading others based upon varying needs. Due to the recent pandemic we did purchase iPads for mobile use for all bailiffs (9) and would like to transition to laptops for the future to ensure mobility and crisis response. Due to the cost we would like to transition over the next two fiscal years for bailiffs (court reporters who have the oldest computers could then be transitioned to the bailiff desktops instead of purchasing new equipment – they are also required to purchase their own equipment for recording such as laptops under NSC rules). Of the 30 individuals in the department, nine (judges and referee) have laptops provided and upgraded as needed by the State of Nebraska; two staff attorneys have laptops; the court administrator and the work release bailiff have laptops as well. This would require nine laptops for the bailiffs without laptops over a two year period.

We will transfer all software on the existing computers to the new computers and reuse all software licenses which will be much easier due to the transition to O365.

The total estimate for four of the nine needed laptops, docking stations, and warranties was estimated to be **\$5,872**.

**Software Updates:** The District Court has researched various methods to streamline PDF signing of warrants, releases, etc. for local law enforcement and attorneys which will save jail days by allowing quicker completion of these tasks. We have requested licenses on a semi-annual basis for Adobe PDF Pro for Teams which allows the use of mobile applications for various devices including iPhones, iPads, etc. The yearly cost for 10 licenses needed would be **\$1,488**. It is our understanding that the Office 365 licenses are now included in the IS budget and as such will not be requested here.

**Total Amount Requested: \$7,360.**

04/16/2020

### Microcomputer Estimate

<b>District Court</b>	
Control #	188984

Funding Source	
Acronym:	CDC
Special Funding Source:	

Hardware	PART #	Purchase Price	Qty	Disposal Fee	Total
NO HARDWARE					
		Total Hardware Cost	\$0.00		\$0.00

Software	PART #	Purchase Cost	Qty		
Adobe Acrobat Pro DC for Teams - Team Licensing Subscription (Monthly) *PRO-RATED UNTIL SEPTEMBER 2020	65297935BC02A12	\$74.40	10		\$744.00
		Total Software Cost:	\$74.40		\$744.00
		Total Hardware/Software Cost			\$744.00
		Estimated Installation Costs:			\$0.00
		Total System Cost:			\$744.00



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**Product:** [HP 9x5 NBD on-site w/ Off site Accidental Damage Protection 3 Yr Warranty for Notebooks](#)

**Price:** \$107.00

**Quantity:**

**Subtotal:** \$428.00



**Product:** [HP Elitebook x360 830 G6, 3.9GHz i5-8265U, 8GB, 256GB SSD, W10P64, 13.3" 1920x1080, 3/3/0](#)

**Price:** \$1,185.00

**Quantity:**

**Subtotal:** \$4,740.00



**Product:** [Microsoft Windows Server 2019 User License CAI](#)



Quantity:	4
Subtotal:	\$108.48



Product:	<a href="#">HP USB-C Dock G5 - Docking Station</a>
Price:	\$149.00
Quantity:	4
Subtotal:	\$596.00

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## Cart totals

Subtotal:	\$5,872.48
Total:	\$5,872.48

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