

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
THURSDAY, MAY 5, 2022 AT 8:30 A.M.  
COUNTY CITY BUILDING, 555 S. 10<sup>TH</sup> STREET  
ROOM 112 - CHAMBERS**

Commissioners Present: Deb Schorr, Chair; and Christa Yoakum, Vice Chair; Roma Amundson, Sean Flowerday and Rick Vest

Others Present: David Derbin, Chief Administrative Officer; Kristy Bauer, Deputy Chief Administrative Officer; and Leslie Brestel, County Clerk's Office

*Advanced public notice of the meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, website and emailed to the media on May 4, 2022. Notice was also published in the Lincoln Journal Star print and digital editions on May 2, 2022.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:34 a.m.

**AGENDA ITEM**

**1. APPROVAL OF STAFF MEETING MINUTES FROM APRIL 28, 2022**

**MOTION:** Flowerday moved and Yoakum seconded approval of the minutes. Yoakum, Flowerday, Vest, Amundson and Schorr voted yes. Motion carried 5-0.

**2. BENEFITS UPDATE – Tracy Krause, Vice President – Client Service, Holmes Murphy**

Gina Samland, Benefits Advisor for Holmes Murphy, reviewed the first quarter data on the County's health and dental plans (see agenda packet).

The meeting recessed at 8:42 a.m.

**3. BOARD OF CORRECTIONS**

Separate minutes.

The meeting resumed at 9:11 a.m.

**4. U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE (DOJ BJA)  
GRANT APPLICATIONS – Kim Etherton, Director, Community Corrections**

**A. FY22 Adult Drug Court Discretionary Grant Program: Enhancement Activities**

Kim Etherton said the pilot program for the matrix treatment model for drug and alcohol treatment programs has ended. Because the County is a mentor court, the County is required to be a certified matrix treatment model provider. This \$750,000 grant will cover clinical staff to be trained in the matrix model substance abuse program. Funds will also be used to complete requirements for the

County to become a Matrix Certified Site. The certification is for three years and is renewable each year beyond three years. Additionally, the grant includes funding for Healing Empowerment Accountability Therapy (HEAT) and Healing Empowerment Recovery (HER) trainings which are culturally sensitive treatment programs for African American men and women. There is a 25% in kind match which can be covered with staffing costs (see agenda packet).

The Board voted on Item 9A1.

**B. FY22 Improving Substance Use Disorder Treatment and Recovery Outcomes for Adults in Reentry Program**

Kim Etherton stated this reentry grant is to enhance treatment services for current reentry programs (see agenda packet). The County will partner with the Community Justice Center and 30% of the funding will go to the Community Justice Center to be used for programming, including the HEAT and HER programs.

The Board voted on Item 9A2.

Vest exited the meeting at 9:22 a.m.

**CHIEF ADMINISTRATIVE OFFICER REPORT**

**A. ARPA TOURISM COMMITTEE**

Amundson and Schorr will serve on the committee.

**B. LEGISLATIVE RETREAT LOCATION**

Derbin stated the retreat will be held either August 18 or August 25 in the Sheriff's training rooms.

Vest returned to the meeting at 9:24 a.m.

**5. TRABERT HALL UPDATE**– Topher Hansen, President and Chief Executive Officer, CenterPointe

Hansen presented a Trabert Hall video (see agenda packet). There will be a garden and space for community events outside of the building. The third and fourth floors will be available by December 2022. The health clinic and second floor will be open in February 2023. The campus will now be called the CenterPointe Campus for Health and Wellbeing.

The Board will tour the campus at a later date.

**6. BREAK**

Vest exited the meeting at 9:58 a.m.

The meeting was recessed at 9:58 a.m. and reconvened at 10:07 a.m.

**7. AGENCY BUDGETS – Dennis Meyer, Budget and Fiscal Officer**

**A. ADULT PROBATION**

Jeff Curry, Chief Probation Officer, Adult Probation, said the Pre-Sentence Investigative (PSI) Officer contract has been a great program that saved the County almost \$800,000 this year (see agenda packet). He expects the contract to cost the County approximately \$49,000.

Vest returned to the meeting at 10:09 a.m.

Adult Probation expenses are increasing 2.12% and revenue is increasing 1833.33% (see agenda packet). Expense increases are due to janitorial services and office supply costs. Curry explained the sharp increase in revenue is due to the DUI Court participant fees of \$25 per month per participant. The fees are used in the DUI Court program.

Regarding the technology fund request, sixteen laptops were requested to replace traditional computer towers and fourteen desktops were requested for office-only staff (see agenda packet).

Meyer asked how many employees are in the Adult Probation office. Curry answered there are 81.

**B. JUVENILE PROBATION**

Bev Hoagland, Chief Probation Officer, and Cassi Mackey, Juvenile Probation Office Manager, said no additional appropriations will be needed.

The expenses are not changing from the current fiscal year. Hoagland said this is due to office processes becoming more electronic. Staff is transitioning back into the office.

Hoagland stated the number of individuals in detention has risen. The department's goal is for youth to only be in detention due to a safety risk or not being trusted to show up to court on their own. The State is investing \$9,000,000 into current services for County youth, including staff salaries and various program costs.

Hoagland requested laptops for staff who work outside of the office (see agenda packet).

**C. YOUTH SERVICES CENTER (YSC)**

Melissa Hood, Youth Services Center Administrator, noted the \$50,000 requested at the Mid-Year Budget meeting will not be required as there are enough savings in other areas. The revenues will be fully collected by the end of the fiscal year.

Expenses are increasing 16.03% and revenues increasing 20.81% (see agenda packet). Hood said the medical contract with Well Path is driving the expenses. She explained to the Board that the YSC previously shared the contract with the State. The State terminated their end of the contract, and the County had to pay the remaining contract cost. The medical provider is now at the YSC for 20 hours per week. The new contract with Well Path provides a full time equivalent (FTE) nurse with nursing coverage seven days per week during the day and in the evenings. The proposal includes two Licensed Nurse Practitioners (LPNs) for 48 hours per week as well as a Registered Nurse (RN).

Currently, the YSC is using YSC security staff to pass medical information from the youths to the nurse practitioner as well as distributing medication. When medical staff is not on site, it is possible the youth are taken to the hospital. Steven Wesley, Youth Services Center Director, added medical coverage is needed sixteen hours per day.

Candace Berens, Deputy County Attorney, reviewed the Well Path contract proposal which includes an RN at 40 hours per week, an APRN at 2 hours per week, a psychiatrist at one hour per week, and two LPNs at 56 hours per week, as well as the implementation of an electronic health records system for a total cost of \$533,132. Due to cost constraints, the electronic health records system implementation as well as some nursing coverage could be reduced to bring the total to approximately \$391,000 (Exhibit 1). Wesley said there needs to be further research as to whether the psychiatrist services are needed for 1 hour per week or 1 hour per month.

The current medical contract costs the County \$138,000 per year and is scheduled to expire before fiscal year end. Hood stated if the new contract were to be approved, the YSC could cover the first month costs with funds already saved in their current year budget.

Berens said the State has communicated a willingness to be partners in a medical contract with the County but that process will take time. Derbin added if the Well Path contract were approved and then the County were to partner with the State, the Well Path contract could be terminated with 90-days' notice.

**MOTION:** Flowerday moved and Yoakum seconded to move forward with the \$391,000 contract with Well Path as modified in Exhibit 5 with the understanding that a contract with the Nebraska Department of Health and Human Services will be pursued.

Vest asked about the benefits of this contract outside of having medical personnel available. Wesley answered the contract is necessary to meet the medical needs of the YSC. The current contract leaves open the possibility for the YSC to be out of line with Jail Standards. The proposed contract would allow for better medical coverage and eliminate current YSC staff from being part of any unnecessary medical processes. Hood added the proposed contract would also allow for the nurse to be able to follow up with the doctors on youths' care.

Yoakum inquired what the LPN would be doing when not distributing medications. Hood the LPN could follow up with physicians and orders and fill in for sick calls.

Amundson felt adequate coverage for the youth is necessary.

Meyer asked about the differences between the responsibilities of the psychiatrist and Hope Spoke, an organization the County contracts with for mental health services. Wesley said Hope Spoke is specifically crisis intervention but no clinical operations. The psychiatrist can introduce or change medications.

**ROLL CALL:** Flowerday, Yoakum, Amundson and Schorr voted yes. Vest voted no. Motion carried 4-1.

Meyer asked Wesley and Hood what expenses could be postponed for the fiscal year. Wesley felt the accreditation could be pushed back and trainings could be prioritized. Meyer said he would like to get the YSC expenses reduced by a total of \$250,000.

Schorr stated the Board has requested no new property tax funded FTEs and noted the YSC has requested 2.5 FTEs (see agenda packet). Hood said the Transportation Officer has previously been budgeted at .5 FTE. The Transportation Officer takes youth to juvenile court and it has not been adequately staffed to meet operational needs. The primary duties of the Transportation Officer would be court appearances as well as providing breaks for other JDOs. Due to the pandemic, the youth have not been transferred to court and have instead been utilizing video court. Beginning June 1, 2022, youth will need to resume their in-person court appearances. There are currently four vacant Juvenile Detention Officer (JDO) positions.

Amundson inquired if all current staff is trained in transport. Wesley answered yes; all staff is trained or being trained. Previously, not everyone was trained on intakes and transports. Currently, existing staff or on-call staff is being used for youth transports.

Schorr exited the meeting at 11:13 a.m. and returned at 11:14 a.m.

Hood noted many of the desired changes at the YSC come with added expenses.

#### **D. MENTAL HEALTH CRISIS CENTER (MHCC)**

Scott Etherton, MHCC Director, continued the discussion of the proposed nursing staffing model from the April 28, 2022 budget hearing (see agenda packet). He stated for some Medicaid providers the crisis stabilization level of care requires authorizations and without them the claim reimbursements are denied. A different level of care can be determined for those denied claims, which could help with increasing revenue funds. The amount of covered care days to make the request revenue neutral is 140. He felt this could be achieved but, due to the reimbursement process, it would take a minimum of three months to see if the plan works.

Vest suggested a six-month trial position.

Schorr asked how the standard of care is affected if the additional nursing position were added. Scott Etherton said for different levels of care there are program offerings and medication education groups which are not part of the current staff licensing requirements.

Flowerday suggested authorizing the proposition now and reevaluate at the Mid-Year Budget meeting with the possibility of a budget reduction.

When asked about the average duration of new hires, Scott Etherton answered mental health technicians, nurses and supervisors average between five and six years of County employment. Recently there has been some employment loss to the State due to wage differences.

It was the consensus of the Board to approve Scott Etherton to move forward with the proposed nursing model with an evaluation at the Mid-Year Budget meeting.

**MOTION:** Flowerday moved to approve Scott Etherton to move forward with the proposed nursing model.

The motion failed for lack of a second.

Vest exited the meeting at 11:28 a.m.

## **8. COVID-19 UPDATE AND RESPONSE**

No update was given.

## **9. ACTION ITEM**

### **A. SUBMISSION OF THE FOLLOWING DOJ BJA GRANT APPLICATIONS:**

#### **1. FY22 Adult Drug Court Discretionary Grant Program: Enhancement Activities**

**MOTION:** Yoakum moved and Flowerday seconded approval of the grant application submission. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

#### **2. FY22 Improving Substance Use Disorder Treatment and Recovery Outcomes for Adults in Reentry Program**

**MOTION:** Yoakum moved and Amundson seconded approval of the grant application submission. Amundson, Vest, Flowerday, Yoakum and Schorr voted yes. Motion carried 5-0.

## **10. CHIEF ADMINISTRATIVE OFFICER REPORT**

### **A. ARPA TOURISM COMMITTEE**

### **B. LEGISLATIVE RETREAT LOCATION**

Items moved forward on the agenda.

## **11. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

### **A. Juvenile Services Committee / Nebraska Coalition for Juvenile Justice – Amundson**

Amundson indicated she did not attend the meeting.

### **B. UPLIFT Celebration – Yoakum/Vest**

Yoakum said Legal Aid is placing staff at the cultural centers.

### **C. Nebraska Opioid Settlement Remediation Advisory Committee – Schorr**

Schorr reported there was a presentation on the first two opioid settlement rounds. Settlement payments will be distributed beginning in July with 15% of the funds going to counties and cities.

**D. Habitat for Humanity Ribbon Cutting – Vest**

No report given.

**E. Chamber Coffee – Amundson/Schorr**

Amundson said it was Small Business Week and discussions focused on American Rescue Plan Act (ARPA) funds.

**F. JDAI Steering Committee – Amundson**

Amundson stated youth will return to in person court appearances.

**G. Other Meetings Attended Since the Last Staff Meeting**

No reports were given.

**12. SCHEDULE OF BOARD MEMBER MEETINGS**

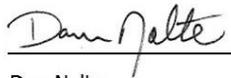
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**13. EMERGENCY ITEMS**

There were no emergency items.

**14. ADJOURNMENT**

**MOTION:** Amundson moved and Yoakum seconded to adjourn at 11:38 a.m. Amundson, Flowerday Yoakum and Schorr voted yes. Vest was absent. Motion carried 4-0.



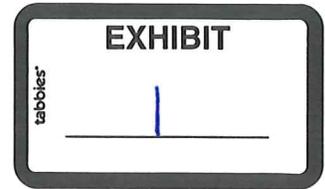
Dan Nolte  
Lancaster County Clerk





To hope and healing.

Attachment 1: Proposed Staffing Matrix



Lancaster Youth, NE									
Title	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Hrs/WK	FTE
Days									
Health Service Administrator	8	8	8	8	8			40	1
Mid-Level Provider (NP/PA/ARNP)			2					2	0.05
Psychiatrist				1				1	0.025
Registered Nurse						8	8	16	0.4
<b>TOTAL HOURS/FTE-Day</b>								<b>59</b>	<b>1.475</b>
Evenings									
Licensed Practical Nurse	8	8	8	8	8	8	8	56	1.4
<b>TOTAL HOURS/FTE-Evenings</b>								<b>56</b>	<b>1.4</b>
<b>TOTAL</b>								<b>115</b>	<b>2.875</b>

Flex 40 hrs as needed

The undersigned is authorized by Lancaster County Youth Services to accept the above terms

Authorized Lancaster County Representative

Date Signed

Print Name

Title

PLEASE NOTE: Final delivery of the contract amendment will be via email. If hard copies with original signatures are required, please indicate the number of copies needed: \_\_\_\_.

