

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, AUGUST 4, 2022 AT 8:30 A.M.
COUNTY CITY BUILDING, 555 S. 10TH STREET
ROOM 112 - CHAMBERS**

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

Others Present: 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 August 3, 2022. Notice was also published in the Lincoln Journal Star print and digital editions on August 1, 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 JULY 28, 2022

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

2. CLAIM FOR REVIEW – Voucher 773802 on Batch 283179 to Brenda Fisher, dated July 27, 2022, for a total of \$4,177.80. This claim includes payment for lodging reimbursements outside of the Travel Reimbursement policy R-21-0053

Kevin Nelson, Accounting Operations Manager, reviewed the claim (see agenda packet). The employee paid for hotel rooms with their personal credit card. The County travel reimbursement policy states accommodations are to be reserved with the County's Purchasing Card (P-Card). He added the reason for the policy is to prevent employees from accruing benefits that could be used for personal use by using County funds.

Bauer noted the claim was for a seminar that Corrections employees attended but covered through grant funds through Community Corrections. Mandy Colfack, Community Corrections Administrative Aide, stated the rooms were originally reserved under the Community Corrections P-card with the intent to pay for the rooms using that card. The venue needed to have the card physically present to be able to complete the transaction; however, the Community Corrections card was not taken to the training. When Colfack contacted the venue to pay over the phone, the training attendees had already checked out of their rooms using the personal credit card.

Yoakum said there is a form that can be used in place of having the physical card. Nelson added another way the situation could have been handled was for the Corrections employees to have taken a Corrections P-card, charged the rooms, and then transferred funds between business units.

Schorr stated an email concerning the travel policy from the Purchasing Director to employees would be a good reminder for everyone.

MOTION: Vest moved and Yoakum seconded to approve the claim.

Vest amended his motion to move the claim forward to a Tuesday meeting as a regular claim. Yoakum seconded the motion as amended.

ROLL CALL: Flowerday, Vest, Amundson, Yoakum and Schorr voted yes. Motion carried 5-0.

3. EXECUTIVE SESSION (UNION NEGOTIATIONS, PENDING AND POTENTIAL LITIGATION, AND LEGAL ADVICE) – Henry Wiedrich, Cline Williams Wright Johnson & Oldfather, L.L.P.; Barb McIntyre, Director, Nicole Gross, Compensation and Classification Manager, and Amy Sadler, Human Resource Specialist, Lincoln-Lancaster County Human Resources; and Dan Zieg, Chief Deputy County Attorney, Eric Synowicki and Ashley Bohnet, Deputy County Attorneys

MOTION: Vest moved and Flowerday seconded to enter Executive Session at 8:39 a.m. for the purposes of union negotiations, pending and potential litigation, receiving legal advice, and to protect the public interest.

The Chair said it has been moved and seconded that the Board enter Executive Session.

ROLL CALL: Vest, Amundson, Yoakum, Flowerday and Schorr voted yes. Motion carried 5-0.

The Chair restated the purpose for the Board entering Executive Session.

MOTION: Vest moved and Flowerday seconded to exit Executive Session at 9:07 a.m. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

A. START TIME FOR REGULAR MEETING ON TUESDAY, OCTOBER 4, 2022

Bauer said the Board has been requested to change the start time of the October 4 meeting from 9:00 a.m. to 9:30 a.m. to accommodate the State of the City Address.

It was the consensus of the Board to accept the request.

COVID-19 UPDATE AND RESPONSE

Vest stated the hospitals continue to be busy. Flowerday added the Intensive Care Units and ventilators are not full.

DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

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

Amundson reported there was discussion of the JDAI statewide annual review and proposed modifications. She also said the Kearney Youth Rehabilitation and Treatment Center (YRTC) had a track meet and has been conducting supervised volunteer work with their youth.

B. Chamber Coffee – Flowerday/Vest

Schorr stated there were discussions on a manufacturing class for Ukrainian refugees, airport upgrade construction delay, the County budget and the County's strategic plan. There were also updates on tourism, the City's summer programs and the new Lincoln Public Schools (LPS) superintendent.

C. OTHER MEETINGS ATTENDED SINCE THE LAST STAFF MEETING

JDAI Prevention Committee

Amundson said there was planning for upcoming trainings.

Government Alliance on Race and Equity (GARE) Training

Yoakum reported the training was well received. Additionally, attendees felt the training should be offered to all County employees.

Opioid Settlement Task Force

Schorr noted the committee is struggling. She was requested to stay on the committee for the next six months with Board consensus. It was the consensus of the Board to support the request.

4. COVID-19 UPDATE AND RESPONSE

Item moved forward on agenda.

5. ACTION ITEMS

A. Submission of Grant Application to the Crime Commission for the Supplemental 2023 Community-based Juvenile Services Aid Enhancement Funding in the amount of \$244,380

Hoyle reviewed the grant application (see agenda packet). Additionally, the Nebraska Crime Commission has requested Hoyle plan a juvenile justice statewide conference to be held in 2023.

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

- B. Contract with Midwest Infrastructure Inc to provide Culvert Maintenance 2022 (Phase II). The cost to the County is not to exceed \$1,167,531.05. (Bid 22-120, Project 22-21. The contract shall be effective upon execution by both parties with period of performance per contract.)**

Pam Dingman, County Engineer, discussed the contract (see agenda packet). She noted pipe orders are now twelve to fifteen weeks out, which means most of the construction will be delayed until spring.

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

6. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

- A. START TIME FOR REGULAR MEETING ON TUESDAY, OCTOBER 4, 2022**

Item moved forward on agenda.

7. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

- A. Juvenile Services Committee/Nebraska Coalition for Juvenile Justice – Amundson**
B. Chamber Coffee – Flowerday/Vest
C. Other meetings attended since the last staff meeting

Items moved forward on agenda.

8. SCHEDULE OF BOARD MEMBER MEETINGS

Informational use only.

9. EMERGENCY ITEMS

There were no emergency items.

10. ADJOURNMENT

MOTION: Flowerday moved and Amundson seconded to adjourn at 9:29 a.m. Flowerday, Yoakum, Amundson, Vest and Schorr voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk

