

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, SEPTEMBER 22, 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: 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 September 21, 2022. Notice was also published in the Lincoln Journal Star print and digital editions on September 19, 2022.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:32 a.m.

AGENDA ITEM

1. APPROVAL OF STAFF MEETING MINUTES FROM SEPTEMBER 15, 2022

MOTION: Yoakum moved and Amundson seconded approval of the minutes. Yoakum, Flowerday, Vest and Amundson voted yes. Schorr abstained. Motion carried 4-0 with one abstention.

2. QUARTERLY HEALTH AND WELLNESS UPDATE – Caitlin Orth, Employee Health & Wellness Coordinator, Lincoln-Lancaster County Health Department

Orth reviewed a PowerPoint presentation (see agenda packet). She felt the alternate activities played a role in the increase in participation. Next year, more conversion activities will be available.

Concerning the Heart Aware program, Orth stated the program is making appointments available during non-traditional work schedules.

3. HUMAN SERVICES DIRECTOR REPORT – Sara Hoyle, Director, Human Services

Hoyle gave an overview of her director's report (Exhibit 1). She noted there are nine full-time equivalent (FTE) employees and one part-time employee with some being funded by various state and federal grants. Many of the staff members have been to multiple trainings which have assisted their work in the department-supported programs and with community organizations. She stated the travel is all grant funded. Also, she will be presenting at conferences in Kentucky and Minnesota.

Concerning programs, Hoyle said her department has a goal of a 90% success rate for Youth Diversion, a 10% or less recidivism rate and a decrease in time of referral to program completion to 100 days. She reported the recidivism rate is at 9% and 82% of the youth were successful. The success rate is partially dependent upon the availability of behavioral health services and due to the shortage of mental health therapists, time in the program is going beyond the goal of 100 days.

Flowerday requested the incompletions of Youth Diversion be tracked, especially as some of the reasonings are subjective. Hoyle responded she would gather the data from the University of Nebraska-Lincoln (UNL).

Also, CenterPointe has a room at Bryan Hospital to help families of youths who cannot be admitted to the hospital due to lack of medical necessity. CenterPointe also assists in seeing youth in crisis within a few days.

When asked about emergency rental assistance funds, Hoyle said the first round of funds ends on December 29, 2022 and the second round will end in 2025.

Schorr inquired about what experts are saying regarding pre-pandemic and current truancy levels. Hoyle noted high anxiety levels about returning to school have been significant. The schools and affected families have been working together to identify what is causing the anxiety at school for the student.

Regarding Juvenile Detention Alternative Initiative (JDAI) data collection, Hoyle said the State is revising how it is being collected. An infographic of data information is shared at JDAI meetings.

Amundson asked how teleworking functions are going in the Human Services department. Hoyle stated she modified the Human Resources (HR) policy used during the pandemic (see agenda packet). Due to the nature of the various position functions, not all positions are able to telework.

Hoyle noted her department will continue to work on facilitating Civil Protective Custody (CPC) guidelines and policies with various other partnering agencies. Human Services will also continue their work with stakeholders on low barrier shelters to provide shelter for individuals who are unable to find it elsewhere.

Concerning the Family Resource Center, Hoyle said while the County and United Way are key partners, there are multiple committees and departments working on this project. The Board requested an update on this project be added to an upcoming Thursday agenda.

ACTION ITEMS

A. Authorize Don Phares, City of Lincoln Broadband and Fiber Network Right of Way Manager, to sign the following:

- 1. Lancaster County Grant Certifications**
- 2. Nebraska Middle Mile Grant Coordination Form**

Derbin stated these items are associated with the Middle Mile grant (see agenda packet).

MOTION: Yoakum moved and Amundson seconded approval of Items A1 and A2. Flowerday, Vest, Amundson, Yoakum and Schorr voted yes. Motion carried 5-0.

B. Authorize the Chief Administrative Officer to Accept and Agree to Letters of Commitment for the Middle Mile Grant

Derbin said the Middle Mile grant requires letters of commitment (see agenda packet).

MOTION: Amundson moved and Yoakum seconded to authorize Derbin to accept letters of commitment for the Middle Mile grant. Vest, Amundson, Yoakum, Flowerday and Schorr voted yes. Motion carried 5-0.

CHIEF ADMINISTRATIVE OFFICER REPORT

A. Fee Leveling

MOTION: Flowerday moved and Schorr seconded to approve fee leveling.

Derbin reviewed the Pension Review Committee recommendation (see agenda packet). There will be a flat fee per participant which will be shown on the Empower statements.

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

4. YOUTH SERVICES CENTER (YSC) DIRECTOR REPORT – Steven Wesley, Director, Youth Services Center

Wesley reviewed his director report (Exhibit 2). The total number of employees decreased, but the number of on-call staff increased. He felt employee retention might be attributed to the change in philosophy. Wesley addressed the overtime costs, noting there were multiple vacancies open for extended periods of time. Also, 3,000 hours of sick time were used in previous fiscal year mostly related to COVID outbreaks. There have been 29 new employees in the past year. Currently, there is one vacancy. He noted the vacancies have taken time to fill due to the number of applications and quality of candidates.

Flowerday asked how the work with Eleanor Creative is going. Wesley answered the campaign is ready to launch on social media sites. He will share the links with the Commissioners.

Wesley discussed the vision statement (see Exhibit 2, page 2) and how it was developed to reflect the community of the YSC. Additionally, the implementation of the new behavior management system will be March, 2023. Time is needed to write the policies and develop the system. Staff has been encouraged to be part of the process for the new behavior management system as well as the vision statement and core expectations. Staff are also attending more trainings, which has benefited the YSC.

When asked about teleworking, Wesley stated no staff is currently teleworking, and that, only administrative personnel could be eligible.

Schorr inquired about community partnerships. Wesley said there is a partnership with the Malone Center for the "Back on Track Academy" as well as a mentorship program. He would also like to partner with Lighthouse. An intern from UNL will be working with staff on data information.

When asked about the key lockbox, Wesley stated it is ready to go out to bid.

Concerning the services from HopeSpoke and WellPath, Wesley said the WellPath services are much improved from before the updated contract (approved July 5, 2022). HopeSpoke is also involved and present at meetings.

The Board will get Wesley an updated committee and meeting list that would be important for YSC representation.

5. OPIOID SETTLEMENT – Pat Lopez, Health Director, Lincoln-Lancaster County Health Department

David Humm, Lincoln-Lancaster County Health Department (LLCHD) Public Health Education Manager, distributed a local opioid settlement funding overview (Exhibit 3).

Lopez stated the City and County will receive \$132,000 in opioid settlement funds. These are separate from the funds the State will receive. She recommended creating a prevention committee focused on youth. Humm said he has been surveying school administrators, school counselors, school nurses, and teachers requesting feedback on current prevention efforts and needs of the youth and schools. A survey follow-up meeting will be held at a later date.

Schorr asked how the LLCHD will make sure these efforts are not duplicating the efforts of other organizations, such as Region V. Lopez answered Region V deals with what is happening at the time and not necessarily prevention. Humm added many times drug use is a result of other issues, including mental health.

Yoakum inquired if the cultural centers would be targeted as partners. Humm stated this program would focus on schools. Lopez added the LLCHD partners with the cultural centers, especially the Asian Center.

Vest exited the meeting at 10:03 a.m.

Schorr noted that the statewide opioid settlement committee she serves on has gathered autopsy results from overdose victims which shows a demographic of mostly white males ages 45 to 64.

Lopez and Humm emphasized that the LLCHD is focusing on prevention. Other groups provide intervention, treatment and support for individuals using opioids.

Vest returned to the meeting at 10:07 a.m.

6. REQUEST FOR NEW CLASSIFICATION OF PROGRAM SUPERVISOR (CLASSIFICATION C10) AND REALLOCATION OF POSITION(S) (C06 AND/OR C08) TO NEW CLASSIFICATION – Kim Etherton, Director, Community Corrections

Etherton reviewed her requests to add a new classification of program supervisor to her department (see agenda packet). In order to improve staff morale and retain staff, Etherton said she wanted to create a way for promotions as there are not many opportunities for promotions within her department. Staff members in these positions would continue to serve in their current capacity as

well as monitor program needs and onboard new employees. These positions would also serve on a data collection, policy and procedure, and equity and fairness committees. These positions will not supervise other personnel. One of the requirements for the position is that the candidate would need to have served in their current position for a minimum of three years. The fiscal impact of the positions is approximately 3% each.

Schorr asked if there could be more than one program supervisor on each of the three committees. Etherton answered no. Schorr also inquired why there is not a program supervisor under the Reentry Committee. Etherton replied that committee does not have the staffing levels of the other committees.

When asked if the program supervisors would lighten the workload on the program managers, Etherton stated they could as staff members could discuss program needs with the program supervisors as opposed to the program managers.

Flowerday said he would like to review the request at the Mid-Year Budget meeting in 2023.

Nicole Gross, Human Resources Total Rewards Division Leader, stated the position will need to go to the Personnel Policy Board.

It was the consensus of the Board to forward the position description to the Personnel Policy Board for a recommendation with further consideration by the County Board at the Mid-Year Budget meeting.

7. EXECUTIVE SESSION (PENDING AND POTENTIAL LITIGATION AND LEGAL ADVICE)
– Dan Zieg, Chief Deputy County Attorney, and Ashley Bohnet, Deputy County Attorney

MOTION: Vest moved and Amundson seconded to enter Executive Session at 10:22 a.m. for the purposes of 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: Amundson, Vest, Flowerday, Yoakum and Schorr voted yes. Motion carried 5-0.

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

MOTION: Flowerday moved and Yoakum seconded to exit Executive Session at 10:32 a.m. Vest, Flowerday, Yoakum, Amundson and Schorr voted yes. Motion carried 5-0.

8. COVID-19 UPDATE AND RESPONSE

No updates were given.

9. ACTION ITEMS

- A. **Authorize Don Phares, City of Lincoln Broadband and Fiber Network Right of Way Manager, to sign the following:**
 - 1. **Lancaster County Grant Certifications**
 - 2. **Nebraska Middle Mile Grant Coordination Form**
- B. **Authorize the Chief Administrative Officer to Accept and Agree to Letters of Commitment for the Middle Mile Grant**

Items moved forward on agenda.

10. CHIEF ADMINISTRATIVE OFFICER REPORT

- A. **Fee Leveling**

Item moved forward on agenda.

- B. **Public Hearing Agenda Placement**

Derbin stated this item was brought forward by the Clerk's Office to move the public hearings on Tuesday agendas to the end of the agenda. This could allow for individuals not involved in public hearings to have their agenda items completed and continue on with their day.

It was the consensus of the Board to keep the public hearing in the current agenda template place and allow the Chair the option to move the public hearing later on in the agenda if necessary.

- C. **State Highway Commission Meeting, September 23, 2022, 8:30 a.m., NDOT Headquarters, Highway Commission Room 103, 1500 HWY 2, Lincoln.**

Amundson stated she will attend the meeting.

- D. **County 101: November 29th or 30th, 3:30 p.m. to 5:00 p.m.**

It was the consensus of the Board for the meeting to be held on November 30, 2022 at the Nebraska Association of County Officials (NACO) office (1335 H Street, Lincoln, Nebraska).

11. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

- A. **Reappointment of Susan Tatum to the Keno Human Services Advisory Board for a three-year term commencing January 1, 2023 and ending December 31, 2025.**

Bauer reviewed the reappointment information (see agenda packet).

It was the consensus of the Board to move the item to Tuesday's agenda.

12. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

A. Southeast Nebraska Development District (SENDD) Board Meeting – Vest

Vest reported there was a broadband presentation. Gage County is partnering with Nextlink for broadband services.

B. New Americans Task Force Meeting – Yoakum

Yoakum said there was discussion on humanitarian parolees from the Ukraine and Afghanistan. Additionally, Gateways for Growth has hired a coordinator to implement recommendations from the Gateways for Growth committees.

C. Mutual Aid Meeting – Schorr/Yoakum

Yoakum stated upcoming trainings were discussed.

D. Lincoln's Second Water Supply – Flowerday

Flowerday reported there were discussions about creating a joint public agency with a metropolitan utility district to create a new entity.

E. Other meetings attended since the last staff meeting

Lincoln Partnership for Economic Development (LPED)

Vest reported there were presentations on residential and business projects, including a pet-food project, the Landmark Center, Dairy House and a food truck zone under Rosa Parks Way.

13. SCHEDULE OF BOARD MEMBER MEETINGS

Informational use only.

14. EMERGENCY ITEMS

There were no emergency items.

15. ADJOURNMENT

MOTION: Yoakum moved and Flowerday seconded to adjourn at 10:53 a.m. Flowerday, Yoakum, Amundson, Vest and Schorr voted yes. Motion carried 5-0.


Dan Nolte
Lancaster County Clerk

