

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, NOVEMBER 4, 2021 AT 8:30 A.M.
COUNTY CITY BUILDING, 555 S. 10TH STREET
ROOM 112 - CHAMBERS**

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

Commissioners Absent: 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 November 3, 2021. Notice was also published in the Lincoln Journal Star print and digital editions on November 1, 2021.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:33 a.m.

AGENDA ITEM

1. APPROVAL OF STAFF MEETING MINUTES FOR OCTOBER 28, 2021

MOTION: Schorr moved and Yoakum seconded approval of the minutes. Schorr, Yoakum and Vest voted yes. Amundson abstained. Flowerday was absent. Motion carried 3-0 with one abstention.

2. MULTI-FACTOR AUTHENTICATION – David Young, Director, and Craig Gifford, Technical Support/Operations Coordinator, Lincoln-Lancaster County Information Services

James Anderson, Information Security Officer, gave a presentation on multi-factor authentication (MFA) (Exhibit 1). He noted the increase in credential phishing emails and that Information Services (IS) has implemented filtering technology and employee trainings to counteract the possibility of credentials being disclosed. Cyber insurance companies are requiring increased protections, including MFA in order to insure an entity. MFA will be implemented by November 30 for most departments within the City-County network. He noted the Lancaster County Sheriff's Office (LSO) and Lincoln Police Department (LPD) will have until December 31 to have MFA implemented in order to be compatible with the Criminal Justice Information System (CJIS) MFA.

Young added IS has met with the insurance providers and Risk Management and they are aware of the MFA implementation plan.

3. BOARD OF EQUALIZATION UPDATE – Cori Beattie, Chief Deputy County Clerk, and Cody Gerdes, Great Plains Appraisal

Beattie and Gerdes reviewed upcoming improvements to the Board of Equalization (BOE) property valuation protest process including a paperless packet process for filings. There have been meetings

with representatives from the Assessor/Register of Deeds Office, County Attorney's Office, County Clerk's Office, Information Services and Great Plains Appraisal to discuss improved referee forms and internal processes. The system will give the referees more time to be able to analyze the filings as opposed to the logistics of coordinating paper packet distribution. He noted the Board will see similar information and formats as in previous years. The public will see more information than previously such as how referee decisions were determined. Additionally, filers could have the opportunity to submit additional information for an extended period of time if the BOE chooses. Protest filings submitted via paper will still be accepted and the Clerk's Office will input that data into the electronic filing system.

Regarding the cost implications for the upgrades, Beattie stated most of the costs should be covered in the existing budget; however, the next year's budget could see an estimated increase between \$2,000-\$5,000.

Vest felt the improved feedback to the filer is a very important enhancement. Gerdes added the Tax Equalization and Review Commission (TERC) is also looking for a better record for BOE decisions.

Beattie asked the Board for ideas on an in person hearing location. Telephonic hearings will also be held.

Rob Ogden, County Assessor/Register of Deeds, said the Assessor's Office is not anticipating a large volume of value changes for 2022.

4. YOUTH SERVICES CENTER OPERATIONS ADMINISTRATOR, TRAINING, AND ACCREDITATION – Steven Wesley, Director, Youth Services Center

Wesley discussed his proposal of immediate needs including a Deputy Director of Security/Operations position, a behavior management program, and American Correctional Association accreditation (Exhibit 2). The Deputy Director of Security/Operations position would have direct oversight of security, safety and sanitation issues as well as support the Youth Services Center (YSC) Director. He felt the position could be covered within the current budget with no additional appropriations.

Regarding accreditation, Wesley stated he felt the YSC is in good physical shape. There could be challenges with the current policies.

Wesley said he is looking very strongly at a behavior management program. He would like to develop a team to visit ACA accredited centers to ask questions and see best practices in action. The Council of Juvenile Justice Administrators (CJJA) would be consulted as to which facilities would be most beneficial to visit. The employees going to the facilities would be Wesley, Melissa Hood, Youth Services Center Administrator, and several other YSC staff members.

Dennis Meyer, Budget and Fiscal Director, said he felt the costs associated with accreditation, training and travel could be absorbed by the current budget. The Deputy Director of Security/Operations position could be covered by the budget, but perhaps not. His recommendation was to continue the year without the position and revisit it at another time.

Amundson asked what Wesley's plans are regarding open positions at the YSC. Wesley answered he is close to having all of the vacancies filled.

5. COVID-19 UPDATE AND RESPONSE

Pat Lopez, Lincoln-Lancaster Department of Health Director, reported the first clinics for vaccinating children ages 5-11 will be at area high schools. Registration is available through the Health Department. Vaccine boosters are still available.

Additionally, an assisted living facility has had a COVID outbreak in which almost 50% of the residents have tested positive. The jail also continues to have positive cases. Lopez stated she is concerned about overcrowding in the jail and the upcoming flu season.

The local hospital systems are still stressed. She encouraged the Board to look at the Bryan Health hospital dashboard for current information. She noted unvaccinated individuals are consistently more ill than those who are vaccinated.

6. CHIEF ADMINISTRATIVE OFFICER REPORT

A. CLAIMS FOR REVIEW

1. **Vouchers 741611-741613 on Batch 273173 to Southeast Nebraska Development District, dated October 29, 2021 for a total of \$8,011.25. This claim includes billing for services performed April to June 2021. These claims are beyond the 90-day time period (see Neb. Rev. Stat. § 23-135).**

Meyer stated he overlooked authorizing and sending the payment (see agenda packet).

MOTION: Schorr moved and Amundson seconded to forward the voucher as a regular claim. Amundson, Schorr, Yoakum and Vest voted yes. Flowerday was absent. Motion carried 4-0.

2. **Voucher 741627 on Batch 273184 to Region V Systems, dated October 29, 2021 for a total of \$428.00. This claim includes billing for services performed June 2021. These claims are beyond the 90-day time period (see Neb. Rev. Stat. § 23-135).**

Derbin noted the payment was lost during a staff transition.

MOTION: Amundson moved and Yoakum seconded to forward the voucher as a regular claim. Schorr, Yoakum, Amundson and Vest voted yes. Flowerday was absent. Motion carried 4-0.

B. HOLIDAY ADJOURNMENT

The Board will be in recess the weeks of December 20 and December 27, 2021. The last Board meetings of 2021 will be December 14 and 16.

The first meeting of the new year will be January 4, 2022.

C. ELECTED OFFICIALS SALARY REVIEW COMMITTEE: COMMISSIONER SALARY INTERVIEW, NOVEMBER 10, 2021, 2:00 P.M.

Derbin requested the Board send a representative to the upcoming Elected Officials Salary Review Committee meeting. Schorr noted the position of County Commissioner has become more complicated than when she first started on the Board. Schorr and Vest will both attend the upcoming meeting. Derbin noted the committee has asked for written comments and additional discussion.

D. CELEBRATE BUSINESS AWARDS LUNCHEON, DECEMBER 7, 2021, 11:30 A.M. – 1:00 P.M.

Vest, Schorr and Amundson indicated they could be available dependent upon possible public hearing schedules on a solar energy special permit.

E. CITY - COUNTY COMMON MEETING

Derbin stated the upcoming City-County Common meeting has been cancelled. The next meeting will be in February 2022.

7. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

A. Chamber Coffee – Vest/Amundson

Vest said he reported on the Board's legislative priorities and the One and Six Road and Bridge program. Lincoln Public Schools (LPS) is moving forward in the search for a new superintendent.

B. Keno Prevention Fund – Vest

Vest noted there was \$250,000 available for distribution to various community groups and non-profit entities.

C. Monthly Meeting with Planning – Schorr/Vest/Derbin

No report was given.

OTHER MEETINGS

Joint Meeting of the Juvenile Services Committee and Nebraska Coalition for Juvenile Justice

Amundson reported on the Robert F Kennedy Conference, where topics included the implementation of various evidence-based policies in juvenile justice, jurisdiction sharing, social justice, trafficking and Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis on racial and ethnic disparities. Nebraska needs to be brought into compliance with the Office of Juvenile Justice and Delinquency Prevention Guidelines. It was noted the lack of rural programming is a barrier to receiving Nebraska Crime Commission grants.

8. SCHEDULE OF BOARD MEMBER MEETINGS

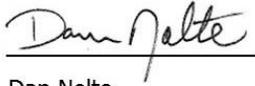
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9. EMERGENCY ITEMS

There were no emergency items.

10. ADJOURNMENT

MOTION: Schorr moved and Amundson seconded to adjourn at 9:42 a.m. Yoakum, Amundson, Schorr and Vest voted yes. Flowerday was absent. Motion carried 4-0.



Dan Nolte
Lancaster County Clerk

