

**NEBRASKA STATE RECORDS BOARD
MEETING: January 16, 2007**

Nebraska State Capitol
Room 1507
Lincoln, NE
January 16, 2007
9:00 A.M.

NOTICE OF PUBLIC MEETING

Notice is hereby given of a public meeting of the Nebraska State Records Board on Tuesday, January 16, 2007 at 9:00 AM in Room 1507 of the State Capitol, Lincoln, Nebraska. The agenda, which is kept continually current, will include a Public Hearing on the establishment of fees for the use of Nebraska.gov by the Nebraska Liquor Control Commission, and is available at the office of the Secretary of State for public inspection during regular business hours.

#4211584 1x Dec. 16

NEBRASKA STATE RECORDS BOARD AGENDA

Room 1507 State Capitol
January 16, 2007 - 9:00 A.M.

1. ANNOUNCEMENT OF NEW BOARD MEMBERS
 - a. State Treasurer Shane Osborn
 - b. State Auditor Mike Foley
 - c. Department of Administrative Services - Director Carlos Castillo, represented by Brenda Decker
2. CALL TO ORDER, ROLL CALL
3. ANNOUNCEMENT OF NEBRASKA OPEN MEETING ACT

The Act and reproducible written materials to be discussed at the open meeting are located in the back of the meeting room.
4. NOTICE OF HEARING

Public notice of the meeting was given by posting notice in the Lincoln Journal Star on December 16, 2006; on the State of Nebraska's online public meeting calendar; and keeping a current copy of the agenda in the Secretary of State office, listing the date, time and location of the meeting.
5. ADOPTION OF AGENDA
 - a. **Action Item:** Approval of Agenda
6. APPROVAL OF MINUTES
 - a. **Action Item:** Approval of October 12, 2006 meeting
7. AGENCY GRANT APPLICATIONS
 - a. **Action Item:** UNL - Board of Regents - Basic e-Government Training - \$24,541
 - b. **Action Item:** City of South Sioux City - In Touch with our Community - \$25,000
 - c. DAS - State Personnel - Applicant Tracking System - \$25,000 (Approved in the July 20, 2006 Meeting)
8. PUBLIC HEARING ON CONTRACT ADDENDA
 - a. **Action Item:** Nebraska Liquor Control Commission - Addendum Four
9. CHAIRMAN'S REPORT
 - a. **Action Item:** Board Staffing Issues
 - b. Board Goal Setting
 - c. Consideration of Annual Survey
 - d. Board of Public Accountancy Letter
10. GENERAL COUNSEL'S REPORT
 - a. DMV
 - b. Historical Society vs. UNL Grant Applications
 - c. VISA Update
11. NEBRASKA.GOV REPORT'S
 - a. General Manager's Report
 - b. **Action Item:** Project Status Report

12. REPORTS

- a. NSRB - Cash Fund Balance
- b. Grant Status Report
- c. Reinvested Revenue Report
- d. Action Item: NE One Stop Business Registration Portal

13. CONTRACTOR'S REPORT

- a. NSRB Report

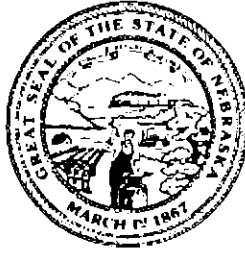
14. DATES FOR NEXT MEETING

- a. April 10, 2007 (Tuesday)
OR
- b. April 12, 2007 (Thursday)

15. ADJOURNMENT

- a. **Action Item:** Move to adjourn

Prepared 01/11/2007



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of January 16, 2007

The meeting was called to order by Chairman John Gale at 9:05 A.M. on January 16, 2007, in Room 1507 of the State Capitol, Lincoln, Nebraska.

Chairman Gale introduced and welcomed new Board members Shane Osborn, State Treasurer and Mike Foley, State Auditor. He announced new Board member Carlos Castillo, Department of Administrative Services Director, represented today by Brenda Decker, CIO.

A Roll Call was taken. The following Board members were present:

John Gale, Chairman;
Jerry Catlett;
John Curry;
Brenda Decker, representing the Director of Administrative Services;
Leslie Donley, representing the Attorney General;
Mike Foley;
Tom Freimuth;
Lauren Hill; representing the Governor;
Timothy Loewenstein;
Shane Osborn;
Laureen Riedesel;
Diane Vicars.

Chairman Gale announced that in accordance with the Nebraska Open Meetings Act, reproducible written materials to be discussed at the open meeting are located in the back of the meeting room.

Chairman Gale announced public notice of the meeting was given by posting notice in the Lincoln Journal Star newspaper on December 16, 2006 and keeping a current copy of the agenda in the Secretary of State's office listing the date, time and location of the meeting.

Mr. Loewenstein moved to adopt the agenda; motion seconded by Ms. Riedesel.

Voting For:	Catlett	Curry	Decker	Donley	Freimuth
	Gale	Foley	Hill	Loewenstein	Osborn
	Riedesel	Vicars			

Voting Against:	None
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Absent: None

The motion carried.

Ms. Decker moved to approve the October 12, 2006 meeting minutes; motion seconded by Ms. Donley.

Voting For:	Catlett Gale	Curry Hill	Decker Loewenstein	Donley Osborn	Freimuth Vicars
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Voting Against: None

Not Voting: Foley Riedesel

Absent: None

The motion carried.

Mr. Ron Moravec introduced agenda item 7.a. *UNL – Board of Regents Basic e-Government Training* - \$24,541.00 grant. Ms. Phyllis Schoenholz and Mr. Dennis Kahl testified. The deadline for the project is one year from today, January 16, 2008. Mr. Catlett moved to approve the grant; motion seconded by Mr. Loewenstein.

Voting For:	Catlett Freimuth Riedesel	Curry Gale Vicars	Decker Hill	Donley Loewenstein	Foley Osborn
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Voting Against: None

Absent: None

The motion carried.

Mr. Moravec introduced agenda item 7.b. *City of South Sioux City – In Touch with our Community* - \$25,000.00 grant. Ms. Sue Murray and Mr. Paul Young testified. Discussion was had regarding the fact that the grant did not include enough collaboration among multiple jurisdictions. Ms. Murray and Mr. Young were commended for their passion regarding this project and encouraged to come back when they have accomplished additional buy-in and support from other government entities. Mr. Loewenstein moved to deny the application; motion seconded by Ms. Riedesel.

Voting For:	Catlett Gale Vicars	Curry Hill	Decker Loewenstein	Foley Osborn	Freimuth Riedesel
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Voting Against: Leslie Donley

Absent: None

The motion carried.

Mr. Ron Moravec introduced agenda item 7.c. *Department of Administrative Services – State Personnel – Applicant Tracking System - \$25,000.00 grant.* . The original application was approved at the July 20, 2006 meeting. Mr. Moravec introduced a letter from Mr. Mike McCrory, State Personnel Director, which outlined the specifics of the project.

Mr. Curry motioned to recess; motion seconded by Ms. Hill.

Voting For:	Catlett Gale Vicars	Curry Hill	Decker Loewenstein	Donley Osborn	Freimuth Riedesel
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Voting Against: None

Not Voting: Foley

Absent: None

The motion carried.

Chairman Gale opened a Public hearing on Addendum Four of the Nebraska Liquor Control Commission for liquor license renewals at 10:31 A.M. in Room 1507, State Capitol. Mr. Brian Stevenson, General Manager, Nebraska.gov, testified. Mr. Curry motioned to approve the addendum; seconded by Ms. Donley.

Mr. Curry withdrew his motion. Mr. Gale opened the hearing to public comment. Mr. Gale asked if anyone was for or against the addendum or if neutral, to please come forward. Seeing none, Mr. Curry motioned to approve the addendum; seconded by Ms. Donley.

Voting For:	Catlett Gale Vicars	Curry Hill	Decker Loewenstein	Donley Osborn	Freimuth Riedesel
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Voting Against: None

Not Voting: Foley

Absent: None

The motion carried.

A motion was made by Ms. Decker to close the Public Hearing and return to the regular State Records Board Meeting; seconded by Ms. Riedesel.

Voting For:	Catlett Freimuth Riedesel	Curry Gale Vicars	Decker Hill	Donley Loewenstein	Foley Osborn
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Voting Against: None

Absent: None

The motion carried.

At 10:40 A.M. Chairman Gale returned to the NE State Records Board regular agenda.

Chairman Gale reported on Board Staffing Issues. He introduced a Nebraska State Records Board Technical Assistance Project. He explained it is an agreement between the Office of the Chief Information Officer for technical expertise and assistance to the Board when needed. Mr. Loewenstein motioned to approve the contract; motion seconded by Ms. Hill.

Voting For:	Catlett	Curry	Donley	Foley	Freimuth
	Gale	Hill	Loewenstein	Osborn	Riedesel
	Vicars				

Voting Against: None

Not Voting: Decker

Absent: None

The motion carried.

Chairman Gale gave the Chairman's Report. He discussed Board Goal Setting. He asked for volunteers to form a subcommittee to determine specific goals for the Board for the coming year. He also asked for volunteers to discuss and consider an annual survey to solicit agency feedback about the state's website and other issues. Board members will contact Chairman Gale to express interest on being on the committee on these issues. Chairman Gale also introduced a letter written by Douglas Skiles, Vice-Chair, Board of Public Accountancy, commending Nebraska.gov and Consultant Bill Bidrowski for their efforts in completing their website project.

Mr. Moravec gave the General Counsel's Report. He indicated the Agreement of the NE Department of Motor Vehicles, Nebraska Interactive, LLC, and the Nebraska State Records Board was just received. He provided the agreement for information purposes only. Mr. Moravec asked for a member to volunteer to chair a committee to review this contract with him. Ms. Donley volunteered. The parties involved will review the agreement and report to the Board at the next meeting.

Mr. Moravec sent a letter (included in the Board packets) to the University of Nebraska Library and the NE State Historical Society, Curator of Public Records, encouraging each entity to collaborate with each other whenever possible on any projects having related agency goals regarding historical records.

Mr. Moravec gave an update on the VISA Operating Regulations – charging fees through the portal. He indicated a meeting will take place in the near future to resolve this matter.

Mr. Brian Stevenson, General Manager, Nebraska.gov gave the General Manager's Report. He began by explaining a network outage which took place over the previous weekend. He indicated he was notified of the outage at 10:30 A.M. on Sunday morning, January 14 and the network was restored around 6:30 A.M. on Monday, January 15. He indicated they were moving to a larger space at the Central Data Center in Ashburn, VA and encountered configuration problems when this occurred. He also indicated they were to begin using a hot site in Dallas Texas for disaster recovery purposes to prevent this type of outage in the future. Mr. Loewenstein asked how long this new space will last and Mr. Stevenson said 3-5 years. Chairman Gale asked Mr. Stevenson to provide a letter to the Board outlining his testimony on this matter.

Mr. Stevenson informed the Board that Nebraska.gov tied for fourth in a Computer World study for best government web site. Chairman Gale asked for a copy of the article and Mr. Stevenson said he would provide it.

A discussion took place on the VISA Operating Regulations issue. Mr. Osborn requested the information on this issue be given to VISA and First National Bank in writing. Ms. Hill recommended the statutes be checked, depending on how the fee structure is set up to determine if the Board would need to go to the Legislature to request an increase in the statutory fee as the Board has done in the pass with addendums. A meeting will be held between the Treasurer's Office, the NSRB Legal Counsel and Nebraska.gov to further research this issue. Chairman Gale asked MS. Hill to chair a subcommittee with Mr. Moravec to look into the Legislative matter. Ms. Hill said she would.

Mr. Stevenson presented the Project Status Report. A discussion of Fee vs. Grant Project took place. Mr. Stevenson will add the 'revenue producing' identification to this report. A motion was made by Mr. Freimuth to approve the Project Status Report; seconded by Mr. Curry.

Voting For:	Catlett	Curry	Decker	Donley	Foley
	Freimuth	Gale	Hill	Loewenstein	Osborn
	Riedesel	Vicars			

Voting Against: None

Absent: None

The motion carried.

Mr. Moravec reported on the NSRB Cash Fund Balance, Grant Project Status Report and the Reinvested Revenue Status Report. Further clarification of projects pending (Johnson County, Kearney County and Merrick County) will be given at the next meeting.

Mr. Moravec reported on the NE One Stop Business Registration Portal. Chairman Gale requested Brian Stevenson come back to the next meeting with an updated report and then the Board can address a change in funding.

Mr. Bill Bidrowski presented the Contractor's Report which included updates on the Board of Public Accountancy, State Personnel Division, Barber Examiners, Johnson County and Business Services - UCC projects.

Chairman Gale announced the next meeting of the Nebraska State Records Board will be determined at a later date.

Ms. Hill left the meeting.

No further business appearing before the Board, Ms. Donley moved to adjourn; motion seconded by Mr. Catlett.

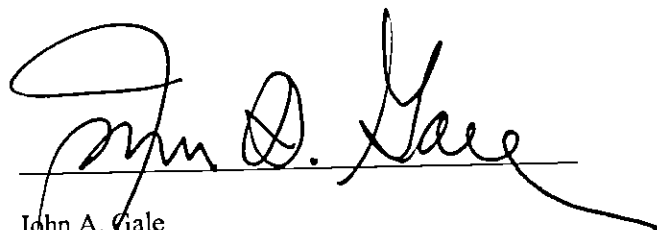
Voting For:	Catlett	Curry	Decker	Donley	Foley
	Freimuth	Gale	Loewenstein	Osborn	Riedesel
	Vicars				

Voting Against: None

Absent: None

The motion carried.

Chairman Gale declared the meeting adjourned at 12:25 P.M.



John A. Gale
Chairman
State Records Board

Nebraska State Records Board Grant Application

Agencies desiring grants from the Nebraska State Records Board for projects to improve access to state government information should complete this application and follow any procedures outlined in this application and any accompanying materials.

I. GRANT SUMMARY

1. Name of agency applying for grant.

Board of Regents, University of Nebraska

2. Title or brief description of the project.

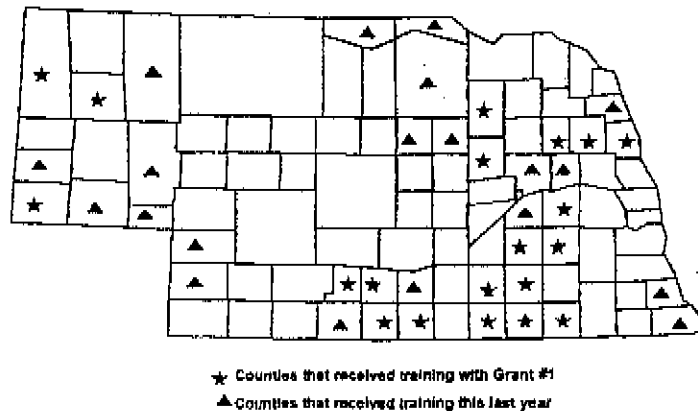
Basic e-Government Training and In-depth Training with Follow-up Guidance

3. Brief Description of Project:

The University of Nebraska will expand the successful Access e-Government curriculum to 12 additional rural counties, by bringing computer laboratories and Extension expertise to local sites to teach hands-on computer training to elected officials and county employees. After basic computer training, the program then provides information about the importance of efficient and effective governmental Web sites, Website organization, and security/privacy concerns.

In addition, 10 county/regional sites will receive more in-depth training of Excel and/or Access as requested by counties, and will provide further guidance in the development of a Web presence.

Elected officials have expressed gratitude in bringing this training to their county courthouses. Pre and post tests document that learners significantly increased both knowledge and skills relating to basic computer operations and e-government. We find that counties participating in the program are enhancing operational efficiency and improving customer service. We continue to have requests from other counties who want to be trained.



3. Grant request amount:

\$24,541.00 See attachment for budget breakdown.

4. Will there be a fee for accessing records associated with this project?

No.

5. If yes, provide any statutory reference or authorization for the fee.

N/A

II. GRANT DETAIL

1. Please describe the project in detail.

According to "Internet: The Mainstreaming of Online Life" by PEW Corporation http://www.pewinternet.org/pdfs/Internet_Status_2005.pdf (accessed 12-12-0) on a typical day in 2004, 70 million Americans would log online. They like the internet because they feel it makes them more productive and more connected.

Besides purchasing online, seeking news and other information, Americans are using the internet to contact federal, state and local governments. Internet use is enhancing the relationship between citizens and their governments. According to PEW "E-government applications are growing in popularity with online Americans. For instance 38 million have sent email to government officials to try to influence policy decisions and another 29 million have researched or applied for government benefits on government Web sites. Many report that the convenience and usefulness of these sites have improved their perceptions of how government functions."

Nebraska has made significant progress in improving access to local and state government through Nebraska.gov. More and more Nebraska counties are seeing the need for a Web presence, and are seeking help in making those Web sites functional.

To introduce training funded through this grant, Extension Educators meet with County Commissioners or Supervisors and other elected officials to describe the training available. This alerts officials about the importance, potential of and the "real world" of e-Government. As one instructor states, "I haven't found one county that hasn't gotten excited when they see this opportunity."

Basic E-Government is offered to all county elected officials and county employees with computer responsibilities. Training is conducted as follows:

- During class, pre-training computer skills evaluation occurs by having them complete the online Pre-Test found at <http://cari.unl.edu/survey/pretest.htm>.
- Up to six hands-on workshops per county will be offered to raise computer and/or Internet skills. Session topics include:
 - a. Windows Management
 - b. World Wide Web
 - c. Communicating with E-mail
 - d. Advanced Communication Tools
 - e. Word
 - f. Excel
 - g. Digital photography

- h. Basic e-Government concepts including
 - i. What citizens want from e-Government Websites
 - ii. Website design, hosting and outsourcing applications
 - iii. Security and privacy concerns related to breaches
- At the conclusion of the training, participants complete the on-line Post-Test at <http://cari.unl.edu/survey/posteval.htm>.
- Participants are given "Certificates of Completion". As requested by some elected officials, Extension Educators are working with the various elected official associations (Treasurers, Clerk, Assessors, Justice, etc.) to award credits, units and/or points as authorized by the associations.
- New this year, will be the provision of Web reference materials, so after class, participants will be able to see short audio/video clips to refresh and reinforce concepts learned in class. Extension staff are using software (Camtasia and podcasting software) to create the materials. More information about reference materials can be found at <http://e-training.unl.edu>.
- At the request of local officials, Extension staff will teach in regional sites or through such Web applications such as Breeze, more comprehensive training of software applications such as Excel or Access.

Examples of impact from training this past year includes, but is not limited to:

- A county clerk streamlined her email by learning how to create folders and manage attachments and messages.
- A county road superintendent learned how to manage his 911 road signs using an Excel spreadsheet.
- A county weed superintendent expanded her records by learning how to use worksheets in her Excel files.
- A county assessor was excited to learn how to use tables in MS Word to enhance reports to the county supervisors.

Examples of Website creation and enhancement include, but not limited to:

- One instructor reports that of the five counties trained, websites of four counties (Kearney, Franklin, Harlan and Furnas) continue to be rapidly developing.
- Kearney county staff features new information and services including GIS mapping program that is accessible to the public. A county technology committee meets monthly to review new Web site development, discuss issues, and plans for timely staff training. In January, they are planning to train bankers, insurance agents and others in the usage and navigating the new GIS mapping on the county Web page.
- Franklin County has activated their Website and have established a technology committee (modeled after Kearney county), to discuss and act upon ideas to further develop and refine the Web site for the purpose of better serving the public.
- Furnace County is beginning the process of Web development with the anticipated activation date of July 2007.

2. Please describe whom the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service.

Beneficiaries of this service will be the:

- Elected officials and county employees who will more fully utilize their computers and operate their offices in a more efficient and professional manner.
- Counties that complete the training will be able to take steps to develop user-friendly Web sites or enhance the Web presence they have.
- State of Nebraska staff will find local governments more knowledgeable about on-line access to state's resources.

Long-term impacts will include:

- Nebraska citizens and businesses will utilize convenient and user-friendly Web sites to access information and transact business in their county government.
- Citizens and businesses residing outside the state will also be able to access governmental information or execute transactions with local governmental entities.
- Agencies and governmental departments will become more efficient by accessing information from various governmental sites and participate in inter-departmental/agency communication.
- County governments will improve customer service and enhance operational efficiency.

2. Time line for implementation (specific completion date must be provided, grant funds lapse if not expended prior to completion date)

- **January 2007** – Counties who have already requested training, will be contacted to schedule that training. Promotion will be offered to other counties.
- **Summer 2007** – Continued Basic training, and Extension Educators will work with counties that have received the training with previous grants, and will offer additional help and resources to upgrade their Web site and provide in-depth training to make their offices more efficient.
- **Winter 2007-08** – Conduct post-training evaluation and reporting back to grantors.

4. Agency contribution to project (labor, equipment, etc.)

The University of Nebraska-Lincoln Extension will contribute professional expertise and time to plan, facilitate, monitor and evaluate this project. Internet connectivity and computers for training will be provided by Extension Educators or secured in cooperation with other agencies and organizations.

Educators that train include: Tony Anderson, Kent Been, Leslie Crandall, Rob Elrich, Connie Harcock, Dennis Kahl, Tim Lemmons, Jenny Nixon, Phyllis Schoenholz, Dewey Teel, Alan Vyhnalek, Carroll Welte, Deb Weitzenkamp, Gary Zoubek, and other trainers who have been instructed by Extension Professionals.

5. Has this project ever been submitted as a budget request?

Yes. During the first year, Extension Educators successfully trained twenty counties. This past year, our grant application stated that we would train 17 additional counties, but we were able to train 20 counties with grant monies secured. Those 40 counties are: Antelope, Banner, Butler, Boyd, Box Butte, Burt, Clay, Chase, Cheyenne, Colfax, Cuming, Deuel, Fillmore, Franklin, Furnace, Garden, Garfield, Gosper, Harlan, Holt, Jefferson, Kearney, Keya Paha, Kimball, Nance, Nemaha, Nuckolls, Perkins, Phelps, Platte, Polk, Richardson, Seward, Sheridan, Sioux, Stanton, Thayer, Thurston, Wheeler, and York counties.

6. Does the project require additional statutory authority (explain)?

No.

7. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?

The University of Nebraska is committed to working with county governments on this training proposal. Extension Educators have earmarked the time needed, however, operating budgets do not allow them to travel to the counties. County budgets have not included the training costs in their prepared budgets.

This funding will help county governments become better educated concerning e-government applications. Following training, county governments will continue working with Web developers of their choice to design complex Web sites.

8. Please describe how this project will enhance the delivery of state agency services or access to those services.

Employees and county officials will become more proficient at accessing the State of Nebraska online information. These same employees and officials will be able to direct citizenry to the information available online.

e-Government training will help local government officials realize what criteria needs to be considered when developing county Web pages and accessing state and federal e-governmental capacities.

9. Please describe how this project will

1. Improve the efficiency of agency operations:

This project will improve the integration of information and services across organizational, geographic and political boundaries without having to incur the cost of organizational changes.

As counties become more familiar with a more efficient means of using software, counties will increase efficiency of operations. County staff will see a decrease in phone calls and personal contact as citizens become more aware of Web access and the capability to print the government forms they need in real time. Nuckolls County had an 80% reduction on election night phone calls. Due to the lack of a Web presence for the 2006 election in Furnace county and citizenry phone calls wanting timely Web updates of election results, elected officials are on a fast track to develop a Web presence. As more counties become aware of efficiencies they will adopt content of other successful governmental Web sites.

2. Facilitate collaboration among state agencies:

This project will facilitate collaboration among state agencies by delivering information and services without constraints due to time, place or availability of staff. Easier and faster access to information avoids potentially important consequences stemming from the lack of timely data.

University of Extension-Lincoln staff regularly train a locations. Nebraska Rural Initiative student interns have helped teach e-Government, as well as other local instructors in partnership with Extension. Nebraska.gov uses Web applications to train how to upload local information to county Web sites. Discussions between various state agencies to determine training needs continue to occur. For example, conversations are occurring between Extension and Local Technical Assistance Programs (LTAO) regarding road department training needs.

3. Support public/private partnerships in the delivery of public services:

Dialogue continues between county government IT committees and community IT committees. Documented earlier is the work between Butler and Cumming counties and their local communities to on the development and enhancement of Web portals for counties. Dialogue is occurring between Extension Educators and representatives of the Nebraska Public Power District, who have created a data base of economic development information for each town/village they supply electricity to, and the possibility of how that information can be linked to local government Web pages.

Regional marketing conversations are beginning in the southern tier counties on tourism similarities. Extension educators are providing podcasting training to enhance these efforts. Local economic developers, Highway associations, county commissioners, local business owners, Extension Educators, are beginning to discuss the potential of tying into county Web sites or county/regional Web portals with marketing efforts. The intent is to increase the economic base of the region.

III. TECHNICAL INFORMATION

1. Describe the hardware, software and communications needed for this project and explain why these choices were made.

Hardware needed for training will be provided by Cooperative Extension if accessible, or grant funds will allow computer labs (including the BIT Mobile) to be rented. Software utilized will include:

- Internet Explorer and/or Mozilla Firefox for Web browsing
- Outlook Express to teach e-mail concepts
- Word
- Excel
- Access

Camtasia and other software will be used to develop audio/video clips of training concepts to be placed on servers as a reference for participants who want to refresh the

learning occurred in classes.

Software for Web designing is not included in the training. Counties will choose their own Web designer and design software discussions will continue with those entities.

2. Address any technical issues with the proposed technology including:

- **Conformity with generally accepted industry standards. Projects with interface with other state systems (such as distance learning systems) should also address NITC technical standards and guidelines.**
- **Compatibility with existing institutional and/or statewide infrastructure.**
- **Reliability, security and scalability (future needs for growth or adaption.)**

Not applicable. This project does not introduce new hardware or software. Concepts of privacy, security, accessibility, etc., are taught to help make elected officials aware of the need for policies that address these issues.

3. Describe how technical support will be provided.

Following curriculum instruction, counties need to contact the Web designer of their choice for technical assistance and expertise.

CONTACT PERSON FOR ANY QUESTIONS REGARDING THIS APPLICATION

Phyllis Schoenholz, Extension Educator
225 North 4th
Hebron, NE 68370

pschoenholz1@unl.edu
Phone – 402450.6678
FAX 402.768.7212

Send grant notification to

Office of Sponsored Programs
Pre-Award
312 North 14th St., Alex West Bldg.
Lincoln, NE 68588-0430

Phone – 402.472.3171

Fax – 402.472.9323

Signed this 18th day of December, 2006



Director, Pre-Award

eGov Grant Worksheet - 2007

<u>Basic Workshops for new counties</u>					
# counties	12				
# sessions	5				
total sessions	60				
# participants	12				
total partpts	144				
evaluation	1,600.00				
curriculum					
computers/lab					
BIT Mobile	1,944.00	sessions	7.2	rate	270.00
other	1,152.00	sessions	4.8	rate	240.00
postage	500.00				
printing	1,224.00	manuals	144	rate	8.50
supplies	500.00				
lodging	1,500.00	nights	30	rate	50.00
meals	900.00	# meals	60	rate	15.00
travel	5,820.00	# miles	200	rate	0.485
total	\$15,140.00				
indirect cost	\$1,514.00				
grand total	\$16,654.00				
<u>Follow Up to Beginning Counties</u>					
#counties	10				
# sessions	2				
total sessions	20				
# participants	12				
total partpts	120				
evaluation	700.00				
curriculum					
computers/lab					
BIT Mobile	1,620.00	sessions	6	rate	270.00
other	240.00	sessions	4	rate	60.00
postage	500.00				
printing	1,020.00	manuals	120	rate	8.50
supplies	500.00				
lodging	500.00	nights	10	rate	50.00
meals	150.00	# meals	20	rate	7.50
travel	1,940.00	# miles	200	rate	0.485
total	\$7,170.00				
indirect cost	\$717.00				
grand total	\$7,887.00				
	\$24,541.00				

Total Grant Money Requested **\$24,541.00**

Nebraska State
Records Board
State Capitol, Suite 2300
Lincoln, NE 68509

John Gale
Chairman
(402) 471-4070
<http://www.nol.org>



**APPLICATION FOR STATE RECORDS BOARD GRANT
TO IMPROVE ACCESS TO PUBLIC INFORMATION**
(Local Government Grant Application)

Cities and Counties desiring grants from the Nebraska State Records Board for projects to create or improve electronic access to government information or services should complete this application and follow any procedures outlined in this application and any accompanying materials.

I. Grant Summary

1. Name of entity applying for grant City of South Sioux City, Dakota County/City Law Enforcement Center and SSC Library Board

2. Title of project "In touch with our community"

3. Brief Description of Project

The City of South Sioux City, Dakota County/City Law Enforcement Center and the SSC Library Board would like to implement a system of software and hardware that will allow the public electronic access in full text searchable files to various government documents.

3. Grant request amount \$ 25,000 (\$25,000 limit for collaborative grants,
\$10,000 limit for single jurisdiction grants)

4. Will there be a fee for accessing records associated with this project? NO

5. If yes, provide any statutory reference or authorization for the fee No

II. Grant Detail

1. Please describe the project in detail (you may attach this description)

The City of South Sioux City/Dakota County Law Enforcement Center would like to implement a system of software and hardware that will allow the public electronic access in full text searchable files to various government documents-i.e. ordinances, forms, citizen requests, hearing notices, resolutions, and incident reports. The documents available to the public will not be limited to just the above addressed documents.

These documents are currently in a paper format in multiple buildings (some of which are blocks away from the main city/county offices) and have to be requested at the city/county offices with limited hours of operation. Because of this, the public has to wait for hours, sometimes even days to receive requested documentation. Having a paperless system will allow the city/county to provide access 24 hours a day and seven days a week to anyone requesting documents via a secure 128 MB SSL encrypted internet connection.

The three sections of the project are as follows.

1. PaperFlow Lite-Very powerful batch scanning interface with database match and merge indexing automation capabilities. The city/county plans on having three licenses of this software with high volume scanners at three locations (Dakota County Law Enforcement, South Sioux City Library Trustee Board, and the City of South Sioux City).
2. OCR Flow-Provides the capability to convert entire documents into full text searchable files. The conversion facilitates full-text search capabilities as well as exporting out to PDF, Word, Excel and other formats. Only one license is required for this project.
3. ImageSilo-A massive, off-site-ultra secure online document and content management system specifically designed to facilitate the management and flow of information for organizations of any size and allows the public to easily retrieve and deliver any part of information anywhere in the world in an instant. ImageSilo delivers this capability to the public without any capital expenses or increased administrative burden. This is a monthly rental program and the city would only pay for the amount of space used on an ongoing monthly basis. Retrieving documents will be as easy as integrating a web link on the city's web site that will redirect the user to the public information and documentation.

Attached are screen shots used by other municipalities along with instructions.

NSRB Grant Application

Page 3

2. Please describe whom the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service

The general public of South Sioux City and Dakota County would have easy and 24/7 access to all public information and documents input into this system. This in return will give the citizens more information and make them a greater part of government activities. In today's fast pace society it is increasingly harder to access government offices during regular business hours; this technology would allow access to information and services 24/7. City offices are only open from the hours of 8-5 and Public Works office is only open from 7-4:30.

Once the project has been implemented the public will soon become aware of this access by documenting it on the city's web site and in the monthly newsletter. The city has been using our web site to take polls of our citizens for sometime now and have seen a great increase in the amount of citizens and residents that complete online polls. We view this project as a vital addition so we may provide better service at more convenient time to our citizens, residents, and the public.

3. Timeline for implementation (specific completion date must be provided, grant funds lapse if not expended prior to completion date)

Immediately with a completion date of three months from award of grant.

4. Subdivision contribution to project (labor, equipment, etc.)

Computers
Servers (both on and off site)
Labor: Local college interns and city staff
Equipment/software maintenance
City IT staff support

5. Is other funding available for this project (explain)?

\$15,000 has been set aside in the 2006-07 budgets for this project. This grant is vitally important to assist with the funding of this project for a scope of this work.

6. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?

Due to current budget restraints and cuts in state funding it has become even more important that the look for other funding sources. The city/county continually looks for innovative ways to cut cost and increase service to citizens.

The ongoing expense for sustaining this service will be included in the City's budget and savings in providing service to help offset any sustaining cost.

7. Please describe how this project will enhance the delivery of government services or access to those services (you may attach a separate sheet if needed)

Offices of the City of South Sioux City are currently located in various locations. Each department has files for its department. No central filing system is currently available due to the locations of various departments. To increase efficiency, an electronic filing system will allow the public as well as city employees to access all file documents from their location and the Public to access records through the City's website. The electronic filing system would allow city personnel and the public to access records by word recognition and view/print at their convenience.

8. Please describe how this project will improve the efficiency of government operations (attach additional pages if needed)

Currently the originals are kept with each department. If a file is needed, it is necessary to contact the specific department handling the project to receive the file or a copy of any documents needed. Access to an electronic filing system with OCR capabilities will allow quick and immediate access to this information and paperwork thus providing more efficient service to the public. It will also reduce the cost of making and storing multiple copies.

9. Please describe any collaborative effort among multiple jurisdictions or political subdivisions related to this project (if applicable, attach additional pages if needed)

All departments within the city will have access to utilize this system. A few have been listed below but will not be limited to these few.

1. Dakota County Law Enforcement
2. South Sioux City Library Trustee Board
3. City of South Sioux City
4. Public Works

10. Please provide information on who will complete the project (in house personnel, outside contractor, combination of both, etc.)

This project will be completed through the efforts of City personnel, the software VAR provider and the City's computer technical support provider.

11. Does the project involve the licensing, permitting or regulation of businesses, if yes then explain how the project or service will allow integration with the State of Nebraska's Business Portal and the one-stop online business regulation system.

No

III. Technical Information

1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.

Input and Scanning Software - each site.

Optical Character Recognition of entire documents - only one needed. Provides capability to convert entire data groups of documents, or selected documents to full text data. This conversion facilitates full-text searching capabilities.

Document scanner - each site.

Retrieval and Display ImageSilo - based on data space usage.

The City would utilize current computers and servers.

2. Address any technical issues with the proposed technology including:

- **Conformity with generally accepted industry standards. Projects which interface with state systems (such as distance learning systems) should also address NITC technical standards and guidelines.**
- **Compatibility with existing institutional and/or statewide infrastructure.**
- **Reliability, security and scalability (future needs for growth adaptation).**

3. Describe how technical support will be provided.

City personnel will handle minor issues. The City will also have the full support of the VAR (Value Added Reseller) locally. The VAR has been a private business in the local economy since 1969. They will provide telephone and/or onsite support in the event of any issues needing technical assistance arises. The manufacturer of the software also have telephone technical assistance available from 8-6 CMT with ongoing support contracts up to date.

The city will budget the annual expense of ongoing maintenance contracts to ensure that this level of customer service and technical assistance is available.

4. Describe how the Project will comply with the State's Technology Access Clause <http://www.nitc.state.ne.us/standards/accessibility/tacfinal.htm>

We have read the access clause requirements and any application built with grant funds will comply.

IV. CONTACT INFORMATION, SIGNATURE

Contact person for any questions regarding this application Sue Murray

Phone #402-494-7504

E-mail smurray@southsiouxcity.org

Signed this 14 day of September 2006.


Signature

Mayor
Title

Please Return to:

**State Records Board
Suite 2300, State Capitol
P.O. Box 94608
Lincoln, NE 68509-4608
ATTACHMENT 1**

Digitech Systems Inc. Archival and Retrieval System Pricing Schedule

PaperFlow Lite (Input & Scanning Software)-three seats.

Includes (12 Months of software telephone and onsite support) \$325.00/seat after initial year.

1. Very powerful batch scanning interface. Includes database match and merge indexing automation. Capability to upgrade to more powerful versions of PaperFlow.
2. One half day of set up installation and project creation
3. One High Speed Document Scanner

One Panasonic KV-S7065C- 69 ppm simplex, and 114 duplex—USB or 2.0, SCSI
Color and B/W Scanning, business card to 11 X 17 scanning.

OCR Flow (OCR of entire documents) one seat.

Includes (12 Months of software telephone and onsite support) \$395.00 after initial year.

1. Provides capability to convert entire datagroups of documents, or selected documents to full text data. This conversion facilitates full-text searching capabilities as well as exporting out to PDF, Word, Excel and other formats.

ImageSilo (Off-Site, Ultra-Secure online document storage)

Includes (12 Months of software telephone and onsite support) \$250.00 after initial year.

1. Unlimited concurrent users of PaperVision (Company Wide)
2. Scalable (add storage as needed)
3. RAID Level 5 Storage (Always have your information backed up offsite)
4. HIPAA Compliant
5. "Any Document, Anywhere, Anytime"
6. Extensive audit trails provide detailed security logs and specifics regarding productivity and utilization

Installation, Training, and Implementation:

1. Extensive on-site consulting for Network Setup (Software installation, administrator training, user setup, and server software installation including network structure).
2. Setup and consulting for indexing and file project organization. (Total of 8 hours)
3. Extensive user training on PaperFlow, OCRFlow and ImageSilo.

Software and Scanner Investment-(PaperFlow, OCR Flow and Scanner) \$38,325.00

Initial ImageSilo monthly storage rental

\$75.00/GB/Month (see attached schedule of pricing)

Sue,

If you have additional questions please refer to the additional information enclosed listing product specifications or call me at 712-277-8218.

Paul Young

ImageSilo[®] improves efficiency and performance for the City of Charlotte

The City of Charlotte, NC is a robust metropolis with just over 600,000 total population. As of May 10, 2004, the City began using ImageSilo[®] by Digitech Systems to manage all their electronic documents from city contracts to meeting minutes.

The complexity of city government requires several geographically diverse offices to share information across departmental lines in a timely manner. Unfortunately, the legacy, paper-based filing system in use by the City of Charlotte was difficult to maintain and made it extremely complicated to share critical information in a timely manner.

With critical city documents now housed on ImageSilo, the City has recognized considerable efficiencies in cost and performance as City workers can access any document, anywhere, anytime. In addition, many of these documents have also been made available to the public via the City's website.

Key Benefits

- Increased revenue
- Enhanced IT cost savings
- Improved operating efficiency
- Increased employee performance
- Improved customer service
- Opened new marketing opportunities
- Augmented the quality of available data and analysis
- Streamlined decision-making processes
- Shortened training cycle for new employees

The Situation

Charlotte, North Carolina is recognized as a major center of commerce in the southeast region. As you might imagine, in a city this large, the city government offices were distributed across multiple locations and contained more than fifteen different departments.

Each department used and maintained its own filing system and filing storage. When a call came in from a different department, it could take several days to track down the needed information in a paper file in a large filing room. Everything from City contracts to key meeting minutes were tied up in filing processes. City officials often did not have or could not find the information they needed to make critical decisions regarding key city projects. Contracts were often misfiled or lost which resulted in lost revenue and productivity. Compounding the problem, officials were often forced to delay key business decisions until the needed information could be located.

Another primary concern for City officials was finding information in a timely manner when it was requested by the public. Federal regulations require state and local governments to make certain city documents available to the public upon request. These same regulations often set timeframes which must be met in providing that information. Under the existing filing system, requested documents often could not be located or were so difficult to find that the City could not provide them in a timely manner.

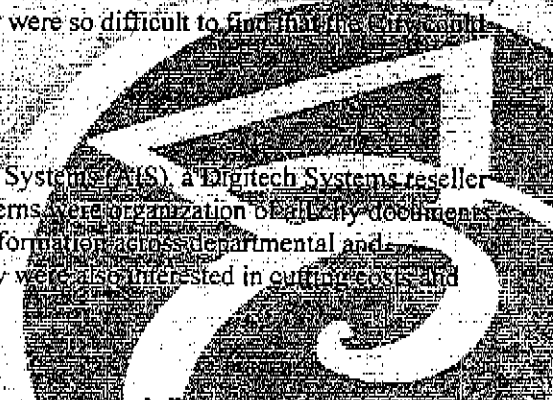
The Solution

As the City began talking with Advanced Imaging Systems (AIS), a Digitech Systems reseller since 2001, it became apparent that their key concerns were organization of all city documents into a single system and the accessibility of that information across departmental and geographic boundaries. Like all organizations, they were also interested in cutting costs and building revenue.

Digitech Systems Inc.

100 F. Crescent Pkwy, Suite 600
Greenwood Village, CO 80111

866.374.3569



The initial installation of ImageSilo included the City's human resources, information technology, accounting and finance, research and development, marketing, sales, and distribution departments. AIS provides scanning and imaging services and then uploads the information into the City of Charlotte's ImageSilo account.

The documents now managed on ImageSilo include tiff images, PDF files, Word documents, PowerPoint presentations, Excel spreadsheets and many other diverse file types.

As an organization that interacts with the public as a critical business function, the City could not afford a long downtime in between systems. Training and installation of ImageSilo took just days rather than weeks.

Recognized benefits

City departments now share information quickly and easily across geographic and organizational boundaries resulting in faster and better decisions throughout the city government. Contracts no longer are lost or misplaced delaying work on critical City projects. A City worker now simply logs into their ImageSilo account and by typing in a few key phrases can find not only the document they were looking for, but also related documents that can help provide perspective for critical decisions.



The public also has access to information through a web portal setup by the City and AIS. This portal allows a citizen to access meeting minutes and other publicly available information through a link to ImageSilo where the document is managed. The system can even track who is accessing the document and for what purpose.

Brenda Freeze, the City Clerk for the City of Charlotte and champion of the ImageSilo project enthused, "This is a great system. It offers multiple benefits including instantaneous document retrieval, increased productivity, and space savings through eliminating the need for individual departments to keep multiple copies of documents in filing cabinets."

And Matt Solomon, Vice President of Sales for Advanced Imaging Systems stated, "We are very pleased by the opportunity to work with the City of Charlotte. ImageSilo is the right solution for their needs and allowed us to distinguish ourselves from our competitors by the ease of use and accessibility of any documents from anyplace and at anytime."

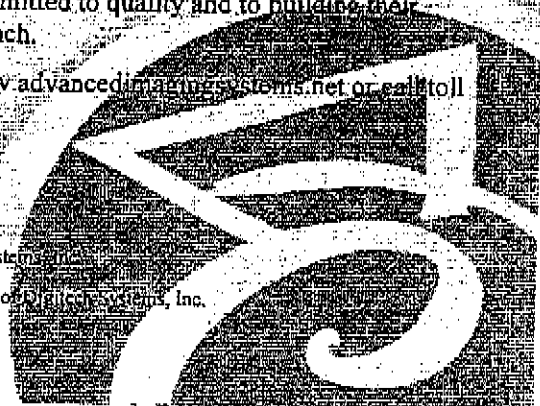
About Advanced Imaging Systems

Advanced Imaging Systems (AIS) has distinguished itself as a provider of imaging and document and content management services for more than thirty years in the Charlotte, NC area. Founded in 1972 by Madeleine Solomon, the company built its early customer base by providing microfilming products and services. Today, AIS offers a full range of image and data management services and product solutions. AIS joined the Digitech Systems' reseller community in 2001. They are a Certified PaperVision® Enterprise reseller as well as a reseller of ImageSilo®. As a Digitech reseller, they are committed to quality and to building their customer base through a consultative selling approach.

To learn more about AIS, visit their website at www.advancedimaging.com or call toll free at 1-800-365-1038.

© 2004 Digitech Systems, Inc.

ImageSilo is a registered trademark of Digitech Systems, Inc.



Digitech Systems, Inc.

400 E. Crescent Pkwy, Suite 600

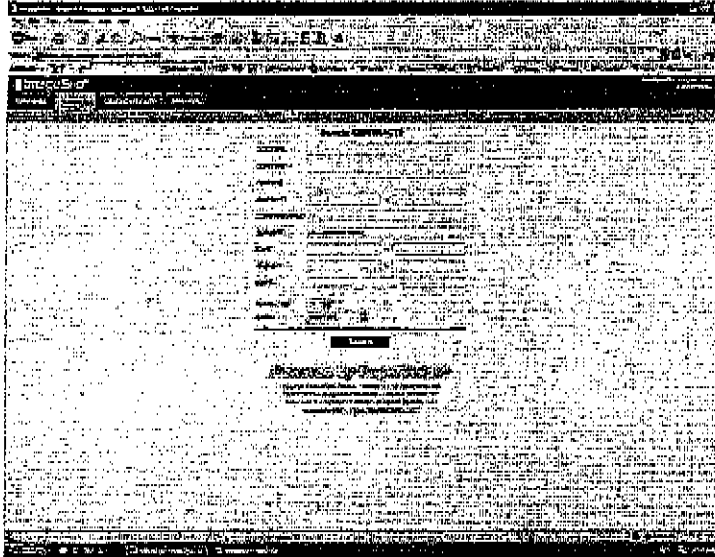
Greenwood Village, CO 80111

866-374-3569

City of Charlotte's Quick Tips Guide to searching for Contracts

Imgsiilo is a software tool to assist the City of Charlotte employees and citizens of Charlotte to find and retrieve public information (City Council Contracts) managed by the City of Charlotte City Clerk's office. At any point when you are using Imgsiilo and need further assistance you can always reference the *Help* shortcut in the top right hand corner of the screen.

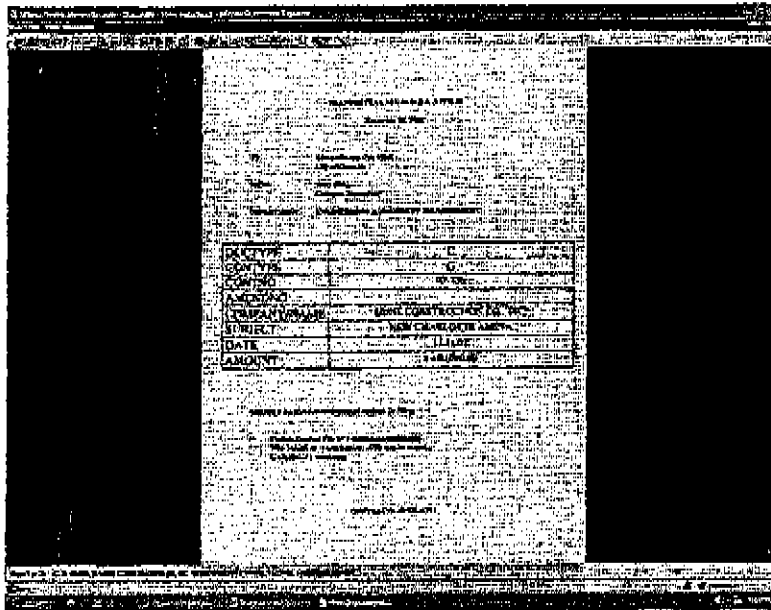
1. Searching for a specific City Council Contract Document
 - a. Type in the Doc type, Contract type, Contract Number, Amendment Number, Company Name, Subject, Date, Amount, and/or Department in the selected fields



2. Based on values you have searched you will get a search results screen listing out the documents relevant to words being searched.












3. Select the document, and navigate throughout. See chart below.







Navigation:

You can navigate through pages within the document as well as through the documents in your search results list by clicking the appropriate toolbar buttons:

- | | |
|---|--|
|  Displays the first page of the first document in the search results list. |  Displays the first page of the previous document in the search results list. |
|  Displays the first page of the next document in the search results list. |  Displays the first page of the last document in the search results list. |
|  Displays the first page of the current document. |  Displays the previous page of the current document. |
|  Displays the next page of the current document. |  Displays the last page of the current document. |
|  Jumps to a specific page of the current document. | |

Viewing Documents and Images:

You can manipulate your view of the document by scaling, zooming, and rotating. To zoom in on a region of an image, simply use your left mouse button to click and draw a region around the area that you wish to zoom in on (from top-left corner to bottom-right corner). You can right-mouse click on the image and select *Reset image* to zoom the image to the size of the window and set the rotation back to zero. While viewing a zoomed portion of an image, you can hold down your <Ctrl> key and left mouse button and pan the image.

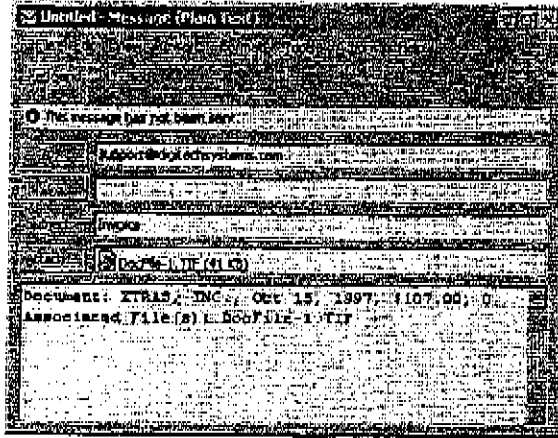
- | | |
|--|---|
|  Zooms the image or document to display its full width. |  Zooms the image to display its full height. |
|  Zooms the image or document to fit inside the window. |  Rotates the image 90 degrees. |

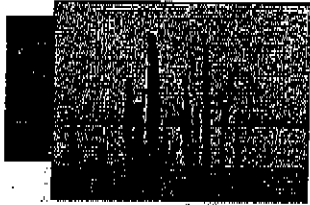
Printing Documents:

While viewing the document you wish to print, select the *Print* button  on the toolbar. If any annotations are displayed, they will be printed with the document.

1. Select the Page Range to email and click the *Email* button.

The selected pages will be gathered together and an email will be compiled. ImageSite will then launch your default MAPI-compliant email application and create the email as shown below, including the attachment and document index values for the document(s) being emailed.





Clerk Homepage | About the Clerk | News | Jobs | Site Map

Search Clerk of the Board

- Main Menu
- Meetings
- Agendas
- Minutes
- Boards & Commission List
- Ordinances
- Licenses & Permits
- Property Tax Reclassification Appeals
- Public Document Request Forms
- Tax-Deeded Land Sale
- Brownfield Applications
- Claim Form
- Special Taxing Districts

■ Home

Minutes of Board Meetings (2004-present)

We are currently in the process of converting Meeting Minutes for 2004 to present (Board approved minutes) which will be available on our website. To view/research these do they become available, you may browse our calendar for a specific date, or use My Engine below.

Search Minutes

If a particular set of minutes are available in our office and have not been uploaded, you always visit our office and submit a Public Records Request for the minutes you are in

Archived Minutes of Board Meetings (1995-2003)

Meeting Minutes for all Maricopa County Board of Supervisors meetings dating from 1995 to 2003 are available in the Clerk of the Board's Office and are open for public review, and/or copying, during business hours. The published Minutes consist of Formal meetings, Informal Meeting Sessions and Study Sessions. Board Minutes from 1995 to 2003 are available on this website.

Site: www.imagesilo.com

By selecting the Login button, you are indicating that you agree to the terms of ImageSilo's Acceptable Use Policy

[Image Silo Instructions](#)

Please contact Shirley Million at (602) 506-7065 for more information.

General Admin Hours
Mon-Fri: 8am-5pm
except holidays

Maricopa County Clerk of the Board
Fran McCarroll
301 West Jefferson, 10th Floor
Phoenix, AZ 85003
Ph: 602-506-3766 Fax: 602-506-6402
TDD: 602.506.2000



LOGIN

City Clerk Documents Login

Public Access User Name is **public** & Password is **public**

User Name:

Password:

Source: 24.116.61.139

Login

CITY OF ORLANDO

Copyright ©1998-2002 Digitech Systems, Inc. All Rights Reserved

For support information, please contact:

Orlando City Clerk

For assistance click on Help In the upper right hand corner

MuniMetric Instructions

1. To access archived Board of Supervisor, Flood Control District, Library District or Stadium District minutes, you must access the ImageSilo web-server. Minutes are available from the year 1995 to 2003. For any minutes not available, contact the Clerk of the Board at (602) 506-7947.
2. Open Internet Explorer and enter: *http://www.imagesilo.com* in the address line. This will bring you to the home page of Image Silo. Along the left side of the screen is a list of options. Click on the last option "*User Login.*"
3. The login screen will be displayed. Enter the Entity ID, your User Name and Password.

For the public:

Entity ID – 1955
User Name – mcpublic
Password – public

4. This will bring you to the available projects (types of meeting minutes available) screen. Double click on the project you wish to view or highlight the project and press the *Search* button.
5. The search screen will be displayed. The search screen displays the index fields available to search by, as well as a field for *Full Text Criteria*. You may search by one or more index fields, by full-text criteria, or a combination of the two. Also, you may want to run a date range search for documents containing a particular word or phrase.

SEARCH FIELDS

Date: From/To (01-01-2003 to 03-03-2003, format date as shown here)
Type: Formal, Informal, Special
Search Type: Or/And (choose one)
Sort By: Date/Type (choose one)
Full Text Criteria: (Enter words or phrases here)
Search Type: Boolean Search or Natural Language (choose one)

Options:

Stemming Search (Refers to root word origins. For example, Search, Searching, and Searches all have Search as the root stem. Some search engines use stemming to provide results from more

than just the entered search terms. A search on Boat could return results on Boating or Boats.)

Phonic Searching (Phonic searching looks for a word that sounds like the word you are searching for and begins with the same letter. For example, a phonic search for *Smith* will also find *Smithe* and *Smythe*.)

Fuzzy Searching (Fuzzy Searching lets the user find documents, even if the words being searched are misspelled due to optical character recognition (OCR) errors. For example, a document containing the phrase "United States of America" could be found even though "United" might have been OCR'ed as "United, United, Vnited, or Vnited", and "America" might have been OCR'ed as "Amerlca".)

Synonym Searching (Synonym searching finds synonyms of a word that you include in a search request. For example, a search for fast would also find quickly.)

6. After performing your search, the results screen is displayed showing a list of documents matching the search criteria. To list the documents in ascending date order, click on the word "*date*." To switch back to descending order, click "*date*" again.
7. Click on the document you wish to view. The document will be retrieved and displayed.
8. To locate your exact search criteria within the document, simply right click on the document and left click on *search full text results*. The full text search results screen will be displayed. This screen includes the page numbers and a portion of the sentence where each occurrence of the word or phrase appears. Highlight the page you wish to view, and press the view button.
9. To print the document, click on the print icon. You can choose to print either the entire document or a specific page range.

Technical Advisory Committee
to the
Nebraska State Records Board

Grant Application Review

Applicant: City of South Sioux City, Dakota County/City Law Enforcement Center
and SSC Library Board

Project Title: "In touch with our community"

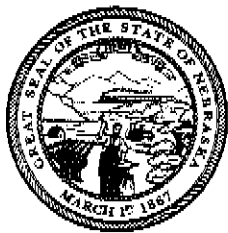
Resolution passed by the Technical Advisory Committee after reviewing the application at their meeting on November 30, 2006, and reviewing answers from the applicant to questions from the committee:

The committee, having reviewed the grant application from the City of South Sioux City, et al., finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Technical Advisory Committee Members (Neb. Rev. Stat. §84-1205.01)

- Richard Brown
- Brenda Decker
- Walter Weir



Dave Heineman
Governor

STATE OF NEBRASKA

DEPARTMENT OF ADMINISTRATIVE SERVICES

Carlos Castillo
Director

January 11, 2007

Secretary of State John Gale, Chairman
Nebraska State Records Board

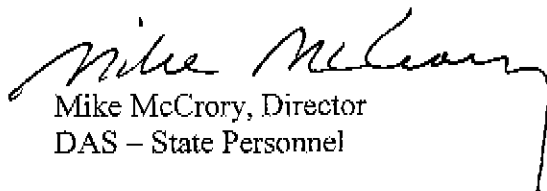
Dear Secretary Gale and Board Members:

As a courtesy to Board Members, DAS -- State Personnel is providing a copy of the grant application approved by the Board.

This application outlines the project that will be undertaken to develop an interface between the State of Nebraska's Applicant Tracking System and the Nebraska Information System.

Thank you for your support in this matter.

Sincerely,


Mike McCrory, Director
DAS - State Personnel

Enc.

9/06

APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO
PUBLIC INFORMATION
(State Agency Grant Application)

State Agencies desiring grants from the Nebraska State Records Board for projects to improve access to state government information should complete this application and follow any procedures outlined in this application and any accompanying materials.

I. Grant Summary

1. Name of agency applying for grant

Department of Administrative Services - State Personnel Division

2. Title of project

Develop an interface that electronically transfers specific applicant information contained in the State of Nebraska's applicant tracking system, to the Nebraska Information System (NIS).

3. Brief Description of Project

The collection and storage of new employee information is one of the responsibilities of State Human Resource professionals. In order to efficiently complete the task of transitioning applicant information to employee information, an interface between software programs is necessary. Initially, key information is captured and stored in the applicant tracking system. The interface would allow specific information to automatically populate in the State of Nebraska's Information System (NIS).

3. Grant request amount

\$25,000. Refer to Question #7.

4. Will there be a fee for accessing records associated with this project?

No

5. If yes, provide any statutory reference or authorization for the fee

N/A

II. Grant Detail

1. Please describe the project in detail.

Once an individual is hired, multiple screens located in the NIS Employee Master and Employee Address Book must be populated. Much of the information entered into NIS can be obtained from the State of Nebraska's Applicant Tracking System. Information an applicant submits through the online employment application contains data that is used as the foundation of the Employee Master Record. Development of an interface will relieve HR staff of manually creating the new employee record. Staff assigned to the Project will evaluate and identify the exact information from each system that will be transferred.

9. Please describe how this project will 1) Improve the efficiency of agency operations; 2) Facilitate collaboration among state agencies; 3) Facilitate collaboration between state agencies and other public institutions; Support public/private partnerships in the delivery of public services (you may respond to any or all of these criteria in your answer, attach additional pages if needed).

The end result will show efficiencies in maximizing use of staff work time. All agencies, boards and commissions use NIS to record employee information. Staff will be relieved of the task of repetitive data entry. Information entered by the job applicant and transferred to the employee database eliminates the possibility of errors occurring and allows staff to focus on other responsibilities.

III. Technical Information

1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.

No additional hardware or software is required. Server space will be leased from the Department of Administrative Services - Office of the CIO. NIS Users will not have to perform additional functions either to obtain/see results of the interface. The bulk of the work is centered on writing the specifications, and having appropriate staff develop and test the interface.

2. Address any technical issues with the proposed technology including:

- **Conformity with generally accepted industry standards. Projects which interface with other state systems (such as distance learning systems) should also address NITC technical standards and guidelines.**

The interface will be done in conformity with NITC technical standards and guidelines.

- **Compatibility with existing institutional and/or statewide infrastructure.**

NIS has confirmed compatibility with the Statewide NIS system.

- **Reliability, security and scalability (future needs for growth or adaptation).**

The interface will reside with NIS. Standards for reliability and security will conform with NIS requirements.

3. Describe how technical support will be provided.

Interface work will be a joint effort between the Department of Administrative Services and NIS teams.

Technical Advisory Committee
to the
Nebraska State Records Board

Grant Application Review

Applicant: Department of Administrative Services - State Personnel Division

Project Title: Develop and interface that electronically transfers specific applicant information contained in the State of Nebraska's applicant tracking system, to the Nebraska Information System (NIS)

Resolution passed by the Technical Advisory Committee on November 30, 2006:

The committee, having reviewed the grant application from the Department of Administrative Services - State Personnel Division, finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Technical Advisory Committee Members (Neb. Rev. Stat. §84-1205.01)

- Richard Brown
- Brenda Decker
- Walter Weir

**Addendum Four
to the
Interagency Agreement Between
Nebraska Liquor Control Commission
and
Nebraska State Records Board**

This Addendum Four to the Interagency Agreement between the Nebraska Liquor Control Commission (NLCC) and the Nebraska State Records Board sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services.

Project: Liquor License Renewals

Price: This addendum covers all Nebraska Liquor Control Commission license renewal transactions processed electronically with the Nebraska Liquor Control Commission through Nebraska.gov. Nebraska.gov shall receive \$1.00 for each and every license renewed electronically through Nebraska.gov.

Terms: Nebraska.gov will process the total of all transactions through the state selected credit card merchant. These funds will be deposited on behalf of the Nebraska Liquor Control Commission. Nebraska.gov will submit an invoice to the Nebraska Liquor Control Commission at the close of each month for the total number of renewals processed. Terms of payment are net 45 days.

By: _____	Date: _____
NLCC Signatory Authority	
Nebraska Liquor Control Commission	
By: _____	Date: _____
Authorized Officer	
Nebraska State Records Board	

MEMORANDUM OF AGREEMENT

Project Charter

Nebraska State Records Board
Technical Assistance Project

January 16, 2007

MEMORANDUM OF AGREEMENT

1. Name of Project:

Nebraska State Records Board - Technical Assistance Project

2. Project Description and Objectives:

The Nebraska State Records Board ("Board") was created in 1961 as an advisory board to assist the State Records Manager in developing policies and procedures for state and local government records retention. In 1997, LB590 expanded the duties of the Records Board to include oversight and management of electronic access to state government information, including information provided over the internet. Among the major duties of the Board are the authority to contract with a network manager, Nebraska.gov, for access to state government information and the authority to set reasonable fees for access to certain records.

The Office of the Chief Information Officer ("CIO") was created in 1998 to provide policy direction for the use of information technology in Nebraska state government. In 2006, LB 921 expanded the responsibilities of the CIO to include direct oversight of the state's technical operational entities, the Division of Communications and Information Management Services.

This Agreement is between the Board and the Office of the CIO for technical assistance. The Office of the CIO will provide staff support and technical assistance to the Board as detailed in this agreement.

The objectives of this project are:

- (1) To provide the needed technical expertise to assist the Board, on an hourly basis, beginning on the effective date of this agreement;
- (2) To review technical elements of grant applications;
- (3) To review technical elements of Revenue Reinvestment applications;
- (4) To review newly designed and developed applications by Nebraska.gov for projects approved by the Board to assure compliance with the usual and customary standards in the industry for design assessment and evaluation before implementation; and
- (5) To provide staff support for the Board's Technical Advisory Committee established in Neb. Rev. Stat. § 84-1205.01, and the Board's Operations Subcommittee, established by the Board on April 28, 2004.

3. Project Manager:

Rick Becker, Government IT Manager, Office of the CIO

Project Manager Tasks include:

- (1) Providing staff support to the Technical Advisory Committee and the Board's Operations Subcommittee. Duties include: calling meetings of these groups; preparing draft agendas; and preparing reports as appropriate.
- (2) Coordinating technical reviews of grant applications for the Technical Advisory Committee.
- (3) Coordinating other ad hoc technical reviews and technical analyses at the direction of the Project Sponsors.
- (4) Reporting to the project sponsors and their designated representatives regarding the activities performed under this agreement.

4. Project Sponsors:

John A. Galc, Chairperson of the State Records Board
Brenda Decker, CIO, State of Nebraska

5. Billing Information:

The IMServices Division within the Office of the CIO uses a system of Billing Accounts, Job Codes and Work Orders for authorizing work and tracking costs for specific projects.

An existing billing account, or job code and work order can be used, or new accounts or systems can be established.

All costs will be billed on an hourly basis. The project manager will be billed at the rate of Senior Applications Developer. Other types of positions and billable rates include:

Position	FY2007 Rates	FY2008 Rates
Desktop Support	48.00	60.00
Applications Developer	56.00	60.00
Senior Applications Developer	67.00	70.25
Lead Applications Developer	74.00	81.25
Data Networks Advanced Problem Resolution	74.00	81.25

6. Budget:

Total annual costs associated with this project are not to exceed \$50,000.

7. Term:

This project will have a term from January 16, 2007 through December 31, 2007, with the option of annual renewals. Either party may terminate the agreement after 30 days' written notice.

8. Resources Required:

Project Manager	Part time 5%-10% (1-2 days per month)
Technical Analysts	Part time 5%-30% (1-6 days per month)

Technical Analysts will vary depending on the technical review required. Analysts will usually be employees of the Office of the CIO; however, depending on the expertise required, analysts from other agencies or entities may be called upon to assist in the reviews.

9. Steering Committees:

Work on this project and under this Agreement will be guided by the two existing State Records Board committees: the Technical Advisory Committee and the Board's Operations Subcommittee, under the supervision of the State Records Board and its Chairperson.

10. Project Assignments:

The Secretary of State as the State Records Administrator and Chairperson of the State Records Board shall have the sole discretion to decide, under authority of the State Records Board, when a Technical Assistance Project shall begin, its nature, and when it shall terminate. The Chairperson shall also have the authority to approve for payment the billing statements submitted by the Project Manager for all services rendered under this Agreement.

APPROVAL OF MEMORANDUM OF AGREEMENT

The signatures below indicate a binding commitment to, and approval of, the contents of this Memorandum of Agreement and to its successful completion.

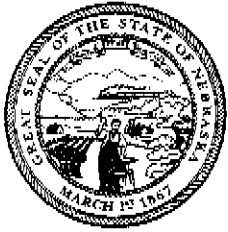
John A. Gale, Chairperson
Nebraska State Records Board

Date: January 16, 2007

Brenda L. Decker, Chief Information Officer
State of Nebraska

Date: January 16, 2007

Approved by the State Records Board at its regular meeting on January 16, 2007.



Dave Heineman
Governor

STATE OF NEBRASKA

BOARD OF PUBLIC ACCOUNTANCY

P.O. Box 94725, Lincoln, NE 68509
140 N. 8th St., #290, Lincoln, NE 68508
(402) 471 3595 or (800) 564-6111
Fax (402) 471 4484 E-mail: nbpa01@nol.org
Home Page: www.nbpa.ne.gov

November 29, 2006

Mr. John Gale, Secretary of State
State Records Board
P.O. Box 94608
Lincoln, NE 68509-4608

Dear Mr. Gale:

As a member of the Nebraska State Board of Public Accountancy (Board), I have previously expressed my disappointment to you concerning our Board's computer/online projects being currently developed by Nebraska.gov. I have been overseeing and monitoring the project for our Board based on early problems with NOL and currently Nebraska.gov. Problems included NOL staff turnover, communication, and documentation of the project.

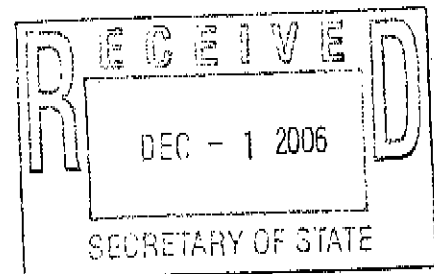
I am pleased to report that after my recent meetings with Mr. Bill Bidrowski and the current staff from Nebraska.gov assigned to our project, substantial progress is being completed at this time on our projects.

Our Board wanted to keep you updated to the progress of our project and at this point is generally pleased with the current work being completed by the Nebraska.gov staff and would recommend at this point that any future State Record Board contracts with Nebraska.gov be renewed. Do not hesitate to contact me if you have any questions and/or concerns.

Sincerely,

Douglas W. Skiles, Vice-Chair, CPA
Nebraska State Board of Public Accountancy

McPherron, Skiles, & Loop, PC
111 West D Street
McCook, NE 69001
(308) 345-5100



AGREEMENT
of
NEBRASKA DEPARTMENT OF MOTOR VEHICLES,
NEBRASKA INTERACTIVE, LLC,
and the
NEBRASKA STATE RECORDS BOARD

This Agreement is made by and between the Nebraska Department of Motor Vehicles (hereinafter "DMV"), Nebraska Interactive, LLC (hereinafter "NIA") and the Nebraska State Records Board (hereinafter "NSRB"), to provide access to the Nebraska Department of Motor Vehicle's data files through a network manager, an electronic data service operated by the Nebraska State Records Board pursuant to the Records Management Act, Neb. Rev. Stat. 84-1201 through 84-1227.

In consideration of the mutual conditions, covenants and promises contained in this Agreement, the parties agree as follows:

I: SCOPE

1. Mutual Assumptions.

The DMV maintains data in computer databases that contain public records as well as personal information and sensitive personal information that are protected by statute and regulation.

There is public demand by companies and individuals for such data.

The NSRB has the authority to provide for systematic and correlated management of records containing information essential to the operations of government and to protect the rights and interests of persons and safeguard such information against all forms of disaster and unauthorized release or unauthorized access.

The NSRB must also oversee use of technology to meet a growing demand for electronic access to public records as allowed by law and with Legislative oversight.

The NSRB employs NIA as network manager to direct and supervise the day-to-day operations and expansion of the gateway or electronic network to make public records available electronically for fees as provided in statute or approved by NSRB.

Data maintained in DMV computer databases shall be made available through the gateway operated by a network manager but access to data through the gateway is subject to law and regulation and this Agreement for the purpose of protecting the rights and interests of persons whose personal information or sensitive personal information may be subject to inquiry and to protect the data from any breach of security.

Access to data maintained by DMV through the gateway will provide a material benefit to DMV, Nebraska citizens and businesses, and NIA.

2. Statement of Purpose. The purpose of this Agreement is to define circumstances, responsibilities, and compensation relating to providing on-line computer access to certain data at DMV's discretion, maintained in electronic format by DMV as provided in the Records Management Act. This Agreement provides parameters for NIA's redisclosure of data to the subscribers and the responsibilities of NIA under the

authority of NSRB. The Agreement also provides for rights and responsibilities of the parties with respect to any breach of security to ensure that all data provided through NIA are disseminated in accordance with applicable privacy laws to protect the public's rights and interests in the protection of data through such access.

3. Specific Applicable Laws. The parties to this Agreement acknowledge and agree that the parties' actions and responsibilities concerning access to, disclosure of, and redisclosure of data pursuant to this agreement are subject to the Nebraska Uniform Motor Vehicle Records Disclosure Act, Neb.Rev.Stat. 60-2901 through 60-2912, and Title 250 Nebraska Administrative Code Chapter 2 - Rules and Regulations Governing Requests for and Release of Personal Information Contained in Motor Vehicle Records Pursuant to the Uniform Motor Vehicle Records Disclosure Act, and the Records Management Act, Neb.Rev.Stat. 84-1201 through 84-1227, and the federal Drivers' Privacy Protection Act, and other applicable state or federal laws.

4. Related Agreement. The parties acknowledge NIA is the network manager pursuant to master contract # NIS-5934 between NIA and NSRB for network manager services. Contract # NIS-5934 provides for NSRB approval of written agreements between each separate data providing/collecting entity and NIA if such agreements are needed to supplement the broad grant of authority to access public records or collect information data from the public which has already been granted to NSRB.

II: Term of Agreement.

1. Effective Date. The effective date of this Agreement is _____.

2. Term. This Agreement supersedes all prior agreements and addenda between DMV and NSRB and NIA and shall remain in full force and effect for one year from the effective date.

3. Amendment. This Agreement may be amended through written addenda signed by the authorized officers of DMV and NSRB and NIA.

4. Renewal. This Agreement may be renewed in writing signed by the authorized officers of DMV and NSRB and NIA. A renewal shall be for a period of one year.

III: Definition of Terms. For purposes of this Agreement:

1. Breach of Security means the unauthorized access to, acquisition of, disclosure of, or redisclosure of data that compromises the security, confidentiality, or integrity of any data or affects the rights and interests of persons whose information is contained in such data. Acquisition of personal information or sensitive personal information pursuant to a search warrant, subpoena, or other court order is not a breach of security of the system.

2. Data means information maintained by DMV in electronic form for communications or processing.
3. Network Manager means an individual, a private entity, a state agency, or other governmental subdivision responsible for direction and supervising the day-to-day operation and expansion of a gateway.
4. Notice means written notice by mail.
5. Person means an individual, organization, or entity.
6. Personal Information means information that identifies a person, including an individual's driver identification number, name, address excluding zip code, and telephone number, but does not include information on vehicular accidents, driving or equipment-related violations, and driver's license or registration status.
7. Sensitive Personal Information means an individual's operator's license photograph, social security number, and medical or disability information.
8. Subscriber or Subscribers means individuals or organizations that use a network manager for computer-assisted research.

IV: DMV Rights and Responsibilities.

1. Assistance. When requested, DMV will help in interpreting the meaning of data, provide input on display screen designs when consulted, and cooperate with NIA in providing access to DMV data through NIA's network.
2. Problem Determination. DMV will provide reasonable levels of problem determination support to help isolate problems when requested, and if the problem resides within the DMV system, provide reasonable fixes or repairs.
3. Access to Data. DMV shall have the final right to control NIA's access to data maintained by DMV in electronic form for communications or processing and shall have the right to deny NIA access to all or any part of such data.
4. Ownership of Data. The State of Nebraska and DMV shall have the unlimited right to publish, duplicate, use, and disclose all data developed or derived or covered under this Agreement, as may be allowed by statute and shall not be subject to any limitation by NIA.
5. Notice to Affected Persons. Following a breach of security, DMV shall have the right to order NIA to provide notice to persons whose personal information or sensitive personal information was affected by any breach of security.

6. Level of Risk. The DMV shall have the right to determine the level of risk to any or all data as a result of any breach of security and to require corrective action of the NIA.

7. Audit. DMV and NSRB shall have the right to audit NIA with respect to physical and data security and relevant business records within the scope of this Agreement upon reasonable notice by DMV or NSRB during the term of this Agreement. Such audit may be either computer security audits or standard business or financial audits. Upon notice NIA shall provide access to records or facilities for purposes of conducting the audit.

V: NSRB Rights and Responsibilities.

1. Statute. NSRB shall have the cooperation of DMV and NIA to meet the requirements of Neb.Rev.Stat. 84-1201 through 84-1227.

2. Security. NSRB will take all reasonable precautions to protect against any breach of security of DMV's data and ensure that NIA shall comply with this Agreement.

3. Notice to DMV. NSRB will provide DMV with not less than sixty (60) days written notice of any extension, renewal, cancellation, expiration, or amendment of the NSRB's contract with NIA. NSRB shall provide DMV with immediate notice of termination of NSRB's contract with NIA.

4. Change of Network Manager. NSRB will provide for continuity of service and protection of all data during any period of transition if there is a change of the network manager.

VI: NIA Rights and Responsibilities.

1. Reporting Requirements. NIA shall provide monthly reports to DMV and NSRB that accurately reflect usage associated with access to DMV records by NIA's subscribers.

2. Record keeping. NIA shall keep for five years, financial and business records, data records, and subscriber lists, to document usage associated with providing access to DMV's data through the gateway and provide DMV access to these records at a reasonable time and place for auditing purposes if so requested by DMV. NIA shall have reasonable notice of such audit.

3. Ongoing Maintenance. NIA shall provide at no charge, hosting of data and ongoing maintenance of systems and interfaces existing upon the effective date of this Agreement.

4. Security Plans for Subscribers. NIA shall require subscribers to have a written agreement with NIA providing for the security and confidentiality of data

subject to the applicable law as identified in Paragraph I.3 above. The subscribers' written agreements with NIA shall identify how data is to be used, agree that data shall only be used for permissible purposes, and agree with statutory limitations on disclosure, and redisclosure of data obtained through the gateway. Such subscriber agreements shall also include a plan for dealing with breaches of security or suspected breaches of security conforming to this Agreement and shall contain a provision allowing NIA to terminate the subscriber agreement if necessary due to breach of security or other good cause shown.

5. DMV Access. NIA shall provide not more than five user IDs for DMV allowing direct access to DMV data as displayed on NIA's network for the purpose of assisting subscribers with inquiries requiring interpretation of records, laws, rules, and regulations or policies and procedures pertaining to such records.

6. No Subscription Fee. NIA shall waive the annual subscription fee for DMV.

7. No Transaction Fee. NIA shall waive transaction fees for DMV access to their services, as they are needed. All other transaction charges may apply.

8. No Connect Time Charges. NIA shall waive all connect time charges for DMV.

9. Surrender of Data. NIA shall immediately surrender all data to DMV upon termination or cancellation of this Agreement or NIA's contract with NSRB. In the event of the expiration of the master contract between NSRB and NIA, the DMV may seek an agreement with NIA for a period of transition.

10. Proprietary Information. NIA shall be entitled to safeguard details of its system, the dissemination of knowledge of which would enable a reasonably skilled computer operator to jeopardize the system's security, pursuant to the provisions of Neb.Rev.Stat. 84-712.05.

VII: Breach of Security.

1. Discovery. Whenever NIA becomes aware of, or discovers a suspected breach of security or actual breach of security, NIA shall notify designated contact persons at DMV and NSRB within one (1) hour of the time NIA is first aware of the suspected or actual breach of security. NIA shall provide NIA's present understanding of the suspected or actual breach of security to the contact person/s. Upon discovery of or awareness of any suspected or actual breach of security, NIA shall immediately investigate to determine if any data has been subject to unauthorized access, disclosure, release, acquisition, or redisclosure. NIA's investigation of the breach of security shall determine what data was affected, who was responsible, and how the breach of security occurred. NIA shall provide twice-daily reports of the progress and findings of the investigation to the contact person designated by DMV until DMV determines the

situation is resolved. DMV shall have the exclusive right to determine the level of risk to any data arising from any suspected or actual breach of security and shall notify NIA of the determination.

2. Preliminary Report. Within five (5) calendar days from the date of becoming aware of or discovery of any suspected or actual breach of security, NIA shall provide DMV and NSRB with a preliminary written report of the progress of its investigation and findings to date, including but not limited to what data may have been affected, who was responsible, and how the breach occurred, all protective actions taken, and any information available, and confirming or discrediting the breach of security.

3. No Risk. Upon a determination that there has been no risk to any personal information or sensitive personal contained in data subject to any breach of security, NIA shall cooperate with DMV and NSRB and provide a report of all actions taken concerning any data affected by a breach of security and shall provide all information requested concerning the breach of security. NIA shall take all corrective action required by NSRB and all corrective action required by DMV to protect all data from further or future breach of security.

4. Any Level of Risk. Within twenty-four (24) hours of a determination that the breach of security caused any level of risk to personal information or sensitive personal information contained in data subject to any breach of security, NIA shall provide notice at his or her last known address to all persons whose personal information or sensitive personal information was affected by the breach of security specifying the personal information or sensitive personal information affected by the breach of security. NIA shall cooperate with DMV and NSRB shall provide all information requested concerning the breach of security to DMV and NSRB. NIA shall take all corrective action required by NSRB and all corrective action required by DMV to protect all data from further or future breach of security.

5. Cooperation. For purposes of this section, cooperation includes but is not limited to, NIA sharing with DMV and NSRB all information relevant to the breach of security, not including proprietary information of NIA.

6. Written Report. Not more than thirty (30) days from the date of the becoming aware of or discovery of a suspected or actual breach of security, NIA shall provide DMV and NRSB with a written report of investigation, including but not limited to identification of what, if any, data was subject to risk, who was responsible, the scope of any breach of security, how the breach of security occurred, if any data provided through a subscriber was affected, and what actions were taken to correct the breach of security and to recover data, and to protect the rights and interests of persons whose data may have been affected, and any other relevant information concerning the breach of security. The report shall include a plan of action to prevent any further or future risk to data.

7. Law Enforcement. Notice required by paragraph VII.4 above may be delayed if a law enforcement agency determines that the notice will impede a criminal

investigation. Notice shall commence within twenty-four (24) hours of a law enforcement agency's determination that notice will no longer impede the investigation.

8. Security Assessment. NIA shall conduct an annual confidential internal assessment to evaluate its compliance with the Nebraska Uniform Motor Vehicle Records Disclosure Act, Neb.Rev.Stat. 60-2901 through 60-2912, and Title 250 Nebraska Administrative Code Chapter 2 - Rules and Regulations Governing Requests for and Release of Personal Information Contained in Motor Vehicle Records Pursuant to the Uniform Motor Vehicle Records Disclosure Act, and the Records Management Act, Neb.Rev.Stat. 84-1201 through 84-1227, and the federal Drivers' Privacy Protection Act and shall address any material deficiencies. NSRB and DMV shall have access to the annual assessment upon demand.

9. Compliance Program. NIA shall establish a compliance program and designate a compliance director to oversee the program and assure compliance with applicable state and federal law as provided in Paragraphs I.3. and VII.8. above.

10. Independent Assessment. Within sixty (60) days of the effective date of this Agreement NIA shall engage an independent third party to assess its compliance with the applicable laws as provided in Paragraph I.3. above and shall report the result of that assessment to NSRB and to DMV not later than ninety (90) days after the effective date of this Agreement.

VIII: Billing, Payment, and Rates for Services.

1. Fees. NIA shall remit fees for DMV data accessed through NIA as set forth in this Agreement and by statute. Where a fee is set by statute, the statute shall be controlling and any statutory fee applicable to DMV's public record data shall be automatically incorporated into this Agreement and effective upon the effective date of the statute.

2. Payment. NIA shall make payment to DMV the last working day of the month following the month in which NIA's subscribers electronically requested access. NIA shall provide DMV a summary page detailing fee-generating transactions per month and the amount of payment to be provided to DMV by NIA each month.

3. Rates. Rates for services not set by statute shall be set by written agreement of DMV, NSRB, and NIA and may be adjusted from time to time to cover the entire cost of providing service to NIA. Rates set shall continue in effect until modified by written agreement of DMV, NSRB, and NIA.

4. Agreed Fees. DMV, NSRB, and NIA agree to the following fees for Special Request Title Registration and Lien Searches provided by NIA under the authority of the NSRB. The prices (P) to be charged for such NIA service, the division of revenue received from such NIA services due to DMV (R/DMV) and NIA (R/NIA), are

provided in the table below. All revenue received from fees covered by this Agreement shall be deposited by NIA in the State Records Board Cash Fund pursuant to the provisions of this Agreement and distributed back to NIA and DMV as provided below:

Type of Data	P	R/DMV	R/NIA
Title Registration and Lien Search Interactive	\$1.00	\$. 40	\$. 60
Special Request			
Initial Set-up/programming	\$55-\$500	N/A	\$55-\$500
First Run Minimum (up to 2,000 records)	\$50.00	\$34.00	\$16.00
Over 2,000 records	\$18/1000	\$10.00/1000	\$8.00/1000
Successive Runs/no set-up			
Minimum (up to 2,000 records)	\$50.00	\$34.00	\$16.00
Over 2,000 records	\$18/1000	\$10.00/1000	\$8.00/1000

IX: Illegal Provisions.

If any provision of this Agreement shall be declared to be illegal, void, or unenforceable by a court of competent jurisdiction, the other provisions shall not be affected but shall remain in full forces and effect.

X: Termination.

1. Immediate Termination. At DMV's option, this Agreement may be terminated without recourse by the other parties immediately upon the occurrence of the following:

- a. Termination, expiration, or cancellation of NIA's contract with NSRB.
- b. If funds are not appropriated by the Legislature, DMV may terminate this Agreement by written notice providing the termination date. All obligations of DMV after the termination date will cease. NIA shall be entitled to receive just and equitable compensation for any services that have been satisfactorily completed as of the termination date. In no event shall NIA be paid for a loss of anticipated profit.
- c. DMV's determination that government convenience and necessity require that resources devoted to providing access to NIA are required by DMV for its internal operation.

2. Termination Upon Notice. At any party's option, this Agreement may be terminated at any time after the original term of this Agreement upon sixty (60) days written notice to the other parties.

XI: General Applicable Law.

This Agreement shall be governed and construed according to the laws of the State of Nebraska and any disputes arising pursuant to this Agreement shall be subject to such laws.

XII: Indemnification and Hold Harmless Provisions.

NIA hereby relieves, releases, indemnifies, and holds harmless NSRB and DMV, and their officers, agents, employees, and departments, from any liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments and expenses for any and all damages resulting from a breach of security or from incorrect or misinterpretation of data that occurs in transmission or as a result of any interface or coding performed by NIA (but not from any liability which would otherwise accrue against DMV by reason of inaccuracies or misinterpretations residing in DMV's own data) and from any other liability for any and all damages asserted against DMV or NSRB arising from NIA's operations or operations of NIA's subscribers.

XIII: Interruption of Service.

DMV shall use its best efforts to provide adequate and uninterrupted service under the terms of this Agreement. However, DMV shall not be liable for interruption of service when the same shall be due to circumstances beyond the control of DMV, its agents, servants, or employees, including but not limited to unanticipated equipment malfunction or periodic maintenance or update of the computer system or systems upon which such data records reside.

XIV: Assignment.

This Agreement may not be assigned by NSRB or NIA without the prior written permission of DMV and any such assignment of the Agreement without such permission shall be null and void.

XV: Contact for Day-to-Day Communications and Emergencies.

DMV, NSRB, and NIA shall each appoint a contact person, and each shall provide telephone number/s, addresses, and e-mail address/s and communicate such information to the other. The designated contact person shall be responsible for day-to-day communications necessary to carry out this Agreement in the ordinary course of business and to deal with emergencies, including but not limited to system problems, breaches of security, or service interruptions. Subject to the approval of the agreement manager, such designated contact persons may designate assistants as may be necessary to establish a process so that contact may be made between NIA, NSRB, and DMV within one hour, twenty-four hours per day, seven days a week, as may be needed to deal with problems. Emergency communications shall be in person or by telephone and shall be done in a timely matter to ensure ongoing secure access to public records data and to

prevent any breach of security affecting data. Communication pursuant to this paragraph shall not substitute for written notices otherwise required by this Agreement.

XVI: Agreement Manager.

DMV, NSRB, and NIA shall each appoint an Agreement Manager who shall have decision making authority and shall be responsible for handling any negotiations, or questions arising from this Agreement. Each Agreement Manager each shall provide telephone number/s, addresses, and e-mail address/s and communicate such information to the other. The Agreement Manager shall be responsible for oversight of the Agreement in the ordinary course of business, oversee the day-to-day contact person/s, and, in case of emergencies, including but not limited to system problems, breaches of security, or service interruptions, shall receive reports from the designated contact persons, and communicate with their counterpart Agreement Managers as may be necessary to carry out the terms of this Agreement.

XVII: Social Security Numbers.

Social Security numbers will not be provided by DMV under this Agreement and will be redacted from all transmissions, information, and records provided by DMV.

XVIII: Limitations on use of Data.

1. Dissemination of data records over the public Internet by NIA or its subscribers is prohibited except as allowed by the Nebraska Uniform Motor Vehicles Records Disclosure Act, Neb. Rev. Stat. 60-2901 to 60-2912. NIA shall be prohibited from building files from repeat data purchases.
2. Purchasers of data are subject to the terms of Neb.Rev.Stat. 60-2910 and shall not resell or redisclose any personal information except as provided by statute. NIA and its subscribers must keep records for five years of every authorized recipient of personal information and the permitted use/s for which it was obtained. Such records shall be made available to DMV upon request.

XIX: Compliance with Uniform Motor Vehicle Records Disclosure Act.

NIA shall require all employees, contractors, subscribers, or agents with access to data containing personal information or sensitive personal information to read and sign Attachment A to educate all employees, contractors, subscribers or agents about the applicable law. NIA shall retain a copy of the signed Attachment A for every such employee, contractor, subscriber or agent in its records.

XXI: Paragraph Headings.

The paragraph headings are inserted in this Agreement for convenience only and shall not be used to limit interpretation of the text of this Agreement.

XXII: Total Agreement.

This Agreement constitutes the complete and exclusive statement of the Agreement between the parties hereto. No amendment, waiver, or alteration of the Agreement shall be effective unless in writing and signed by an authorized officer of each of the parties to this Agreement. Neither DMV nor NSRB nor NIA shall be bound by any oral agreement or representation.

XXIII: Drug Free Work Place Policy.

NIA certifies that as a condition of the Agreement neither NIA nor any employee of NIA shall engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity covered by this Agreement. The DMV reserves the right to request a copy of the NIA's Drug Free Workplace policy at any time during the term of the Agreement. NIA further agrees to insert a provision similar to this one in all subcontracts for services required under this Agreement.

XXIV: Compliance with Civil Rights Laws and Equal Opportunity Employment.

NIA affirms that it complies with and will continue to comply with the Nebraska Fair Employment Practice Act and Title VI of the Civil Rights Act of 1964, as amended. NIA affirms that no person (including employees or applicants for employment) shall, on the grounds of age, creed, sex, physical handicap, race or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Agreement or under any project, program or activity supported by this Agreement. NIA agrees that in performance of this Agreement neither it nor its subcontractors will discriminate against any of their employees or applicants for employment concerning the employees' or applicants' hire, tenure, terms, conditions, or privileges of employment based on the employees' or applicants' race, color, religion, sex, marital status, age, disability, or national origin. The Federal Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990 (P.L. 101-336), as amended, Section 5043 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, as amended, and the Nebraska Fair Employment Act, as amended are incorporated herein.

IN witness to their agreement to all the above and foregoing provisions of this Agreement, the parties hereto have executed this Agreement on the day and year written below.

“DMV”

Nebraska Department of Motor Vehicles
301 Centennial Mall South
Lincoln, NE 68509

By _____
Beverly Neth
Director

Date _____

“NSRB”

Nebraska State Records Board
c/o Secretary of State
State Capitol Suite 2300, 2nd Floor
Lincoln, NE 68509-4608

By _____
John A. Gale
Secretary of State

Date _____

“NIA”

Nebraska Interactive, LLC
Suite 301
301 South 13th
Lincoln, NE 68508

By _____
Brian Stevenson
General Manager

Date _____

ATTACHMENT A

Nebraska Department of Motor Vehicles
Uniform Motor Vehicle Records Disclosure Act

Memorandum of Understanding

The purpose of this Memorandum of Understanding is to make all contractors of the Department of Motor Vehicles who receive personal or sensitive personal information from a motor vehicle record aware of the controls that are necessary to ensure that the Department adheres to the **Uniform Motor Vehicle Records Disclosure Act, Neb.Rev.Stat. 60-2901 et. seq.**

Information Protected.

Under the Act, as revised on June 1, 2000, the Department is required to protect the personal information and sensitive personal information on all motor vehicle records.

- Personal information includes: an individual's driver identification number (driver's license number, license plate number or title number); name; address, excluding zip code, and telephone number.
- Sensitive personal information includes an individual's operator's license photo or image; social security number, and medical or disability information.

Personal information from a motor vehicle record shall not be given out unless requested for an exempted use, as outlined below, on a DMV specified form.

Personal information exempted uses include:

- Use by any federal, state, or local government agency, including any court or law enforcement agency, in carrying out its functions, or by any private entity acting on behalf of an agency in carrying out their functions.
- Use in connection with vehicle or driver safety and theft; vehicle emissions; vehicle product alterations, recalls or advisories; performance monitoring of vehicles, vehicle parts, and dealers; motor vehicle market research activities and survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers.
- Use in normal course of business by a legitimate business to verify accuracy of information submitted by an individual or business; or to obtain correct information if the above is not correct, for the purpose of preventing fraud, pursuing legal remedies against or recovering on a debt or security interest against the record holder.
- Use in connection with a civil, criminal, administrative or arbitral proceeding in any federal, state or local court, government agency, or self-regulatory body, including service of process investigation in anticipation of litigation, and execution or enforcement of judgment; or pursuant to an order of a federal, state or local court, an administrative agency, or a self-regulatory body.

- Use in research activities and statistical reports, as long as personal information is not published, redisclosed or used to contact individuals.
- Use by any insurer/insurance support organization or by a self-insured entity in connection with claims investigation activities, anti-fraud activities, rating or underwriting.
- Use in providing notice to owners of abandoned, towed or impounded vehicles.
- Use by a private detective, plain-clothes investigator, or private investigative agency licensed under Neb.Rev.Stat. 71-3201 to 71-3213 for purposes permitted under this act.
- Use by an employer, employer's agent or insurer, to obtain or verify information of a Commercial Driver's License holder.
- Use in connection with the operation of private toll transportation facilities.
- Any use if requestor has notarized consent of the record holder and has provided proof of such consent to the Department, as indicated on the front of this form.
- Use, including redisclosure through news publication, for a member of a medium of communication as defined in Neb.Rev.Stat. 20-145, in connection with news involving motor vehicle or driver safety or vehicle theft.
- Any use if the record holder makes the request for the record.
- Use by the federally designated organ procurement organization in Nebraska to establish and maintain the Donor Registry of Nebraska as provided in section 71-4822.

Sensitive personal information exempted uses include*:

- Use by any federal, state or local government agency, including any court or law enforcement agency, in carrying out its functions, or by any private entity acting on behalf of an agency in carrying out their functions.
- Use in connection with a civil, criminal, administrative or arbitral proceeding in any federal, state or local court, government agency, or self-regulatory body, including service of process, investigation in anticipation of litigation, and execution or enforcement of judgment, or pursuant to an order of a federal, state or local court, an administrative agency, or a self-regulatory body.
- Use by any insurer/insurance support organization or by a self-insured entity in connection with claims investigation activities, anti-fraud activities, rating or underwriting.
- Use by an employer, employer's agent or insurer, to obtain or verify information of a Commercial Driver's License holder.

Disclosure of Information/Record Keeping Requirements

Before any personal information or sensitive personal information is disclosed from a motor vehicle record, the employee, agent or contractor that is disclosing the information must verify that the use listed on the request is an exempted use under the Act and must verify the identity of the person making the request by examining an approved form of identification. Copies of these request forms shall be maintained in your office for five (5) years; and available for inspection by DMV upon request.

Penalties

You should be aware of the following penalties that apply for unauthorized access to DMV records:

- For each day of non-compliance, the Department may be subject to a \$5,000.00 fine. Non-compliance may include one record being disclosed improperly.
- Any person requesting the disclosure of personal information from Department records who misrepresents his/her identity or makes a false statement to the Department on any record request shall be guilty of a Class IV felony.
- Any officer, employee, agent or contractor of the department that knowingly discloses or knowingly permits disclosure of sensitive personal information shall be guilty of a Class I misdemeanor and shall be subject to removal from office or discharge at the discretion of the Governor or agency head, as appropriate.

Certification of Understanding

I certify that I have read and acknowledge the foregoing Memorandum of Understanding and, if I am in a supervisory capacity, agree to notify all employees in my office of these requirements.

Employee (signature)

Employee (printed name)

Date

Agency Supervisor (signature)

Name of Agency

*Release of an individual's social security number is further restricted in §60-484(5). Release can only be for the following reasons: to furnish driver record information to the United States Selective Service System; in connection with the verification of the status of an individual's driving record; for purposes of child support enforcement, or to furnish information regarding an applicant for or hold of a commercial driver's license with a hazardous materials endorsement to the Transportation Security Administration of the United States Department of Homeland Security or its agent. Release of an individual's medical or disability information is further restricted in §84-712.05(2). Release can only be under the following; court order (include subpoena, search warrant); or with notarized written consent of the record holder.

Revised 9/2005



STATE OF NEBRASKA

JOHN A. GALE
SECRETARY OF STATE

P.O. Box 94608
State Capitol, Suite 2300
Lincoln, NE 68509-4608
Phone 402-471-2554
Fax 402-471-3237
www.sos.state.ne.us
sos08@nol.org

December 29, 2006

Ms. Katherine L. Walter
Chair, Digital Initiatives & Special Collections
University of Nebraska – Lincoln
29 Love Library
Lincoln, NE 68588-4100

Mr. Salvador Barragan
Curator of Government Records
NE State Historical Society
440 South 8th, Suite 3
Lincoln, NE 68508

Dear Ms. Walter & Mr. Barragan:

The Nebraska State Records Board has awarded each of your agencies a grant for two different projects. The University of Nebraska was awarded a grant for the digitization of agency annual reports and other documents dating from 1891 – 1956. The Nebraska State Historical Society was awarded a grant for a feasibility study for a Digital Archives for all records of state government entities.

The Board realizes these two projects are separate and distinct, however, a motion was made and carried at the State Records Board meeting on October 12, 2006 that the Board write a letter to the University of Nebraska and the Nebraska State Historical Society to encourage partnerships, whenever possible, in the pursuit of grant monies. Again, we realize the two projects mentioned above are distinctly different. We are simply recognizing your similar historical records preservation mission and encourage you to combine efforts in the future in your pursuits.

We look forward to working with you both and wish you successful results in your project outcomes.

Sincerely,

Ronald D. Moravec
Chief Deputy Secretary of State

Kn

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www.nebraska.gov

Nebraska.gov

General Manager's Report

November 2006 – December 2006



Brian Stevenson, General Manager
nebraska.gov
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Financial Reports

November 2006 Financial Report

	2006	2005	2004	2003
Operating Expenses	\$365,065.00	\$373,644.00	\$4,548,811.00	\$4,391,065.00
Depreciation	\$10,473.00	\$10,768.00	\$129,489.00	\$124,934.00
Capital Expenditures	\$206,031.00	\$225,302.00	\$2,589,597.00	\$2,522,803.00
Other Expenses	\$736.00	\$735.00	\$8,933.00	\$14,232.00
Operating Income	\$217,240.00	\$236,804.00	\$2,728,019.00	\$2,661,958.00
Interest Expense	\$147,825.00	\$136,840.00	\$1,820,792.00	\$1,729,107.00
Depreciation Expense	\$123,330.00	\$103,797.00	\$1,387,287.00	\$1,266,802.00
Operating Income Before Interest	\$24,495.00	\$33,043.00	\$433,505.00	\$462,305.00
Other Income	\$25,719.00	\$0.00	\$43,318.00	\$2,329.00
Operating Income After Interest	\$50,214.00	\$33,043.00	\$476,823.00	\$464,634.00
Other Expenses	\$20,166.00	\$13,243.00	\$191,086.00	\$186,193.00
Operating Income After Other Expenses	\$30,048.00	\$19,800.00	\$285,737.00	\$278,441.00
Other Income	\$10,201.00	\$12,617.00	\$165,308.00	\$228,023.00

November 2006 Revenue Contribution Report

Operating Income		
Operating Income Before Interest		18.15%
Operating Income After Interest		44.90%
Operating Income After Other Expenses		18.86%
Operating Income After All Expenses		18.09%



November 2006 Balance Sheet

Balance Sheet			
		\$1,269,462.00	
		\$11,671.00	
		\$10,501.00	\$1,291,634.00
		\$32,883.00	
		\$1,258,752.00	\$1,291,635.00



Agreement Requests

Nebraska Liquor Control Commission

Project: Liquor License Renewals

Nebraska.gov respectfully submits and request an addendum to the Interagency Agreement be approved by the State Records Board. This agreement is for the Nebraska Liquor Control Commission and is being requested to support online Liquor License Renewals. This addendum covers all Nebraska Liquor Control Commission license renewal transactions processed electronically. Nebraska.gov will invoice the Nebraska Liquor Control Commission for a total of \$1.00 for each license renewed electronically through Nebraska.gov.

(Contract is attached to the end of this document for review)



Problem Report

NETWORK

Agency/ Customer	Problem or Issue	Date occurred	No. of Instances	Situation & Severity (Low, Moderate, High)*	Steps Taken	Date Addressed	Status	Contact
None to Report								

Hot Topics

Launched Applications

Board of Public Accountancy – Online Continued Education Course Submission.

This application is the first of three applications to be developed as part of a grant. This application was launched in early December. It has since provided for a 45% adoption rate of the current market.
https://www.nebraska.gov/nbpa/nbpa_cpe/

Secretary of State – Student Elections Reporting.

Work was completed to enable the posting of the Nebraska Student Vote results online via the www.nestudentvote.com web site. Results posted more than 77,000 vote tallies.
<http://www.nestudentvote.com/results/general.htm>

Nebraska Department of Insurance – Secured Intranet Login

Work was completed to enable the Nebraska Department of Insurance to provide its employee's with secure access to an internal intranet. Their site is currently hosted at NIC's central data center.
<http://www.doi.ne.gov/index.htm>

Chief Information Officers Office – Wireless network credit card access

Work was completed to enable the CIO's help desk to provide wireless access to users within various state offices through the state of Nebraska. This application can only be viewed by help desk personnel.
(NOTE: No URL provided for security purposes.)

Updated Applications

Nebraska Department of Insurance – Company and Producer Online Search.

This project has provided enhancements to the DOI Company and Producer online searches.

<http://www.doi.ne.gov/appointments/search/index.cgi>

State Electrical Division - License Renewals Upgrade

This upgrade was completed for the State Electrical Division. The upgrade included some new functionality as well as updates for the new calendar year.

<https://www.nebraska.gov/sed/renewals/>

Engineers and Architects - License Renewals Upgrade

This upgrade was completed for the Engineers and Architects Licensing Board. The upgrade included some new functionality as well as updates for the new calendar year.

https://www.nebraska.gov/EA/ea_renew.php

DMV – Upgrades to Online Practice Drivers Examination

This upgrade included re-organization of the current examination questions and repairing some changes to the exam since it originally launched.

http://www.nebraska.gov/dmv_cgi/2003exam/practice_test.cgi

Arts Council – Re-Deployment of Arts Council Legislative Lunch Reservation System

Work was completed to re-deploy the reservation application for the Legislative Lunch provided yearly by the Nebraska Arts Council.

https://www.nebraska.gov/Arts_Council/artsReg/

Nebraska Department of Revenue – 2006 Tax Year Updates for the 1040N and 1040NS

Upgrades were completed for the 2006 Tax year for the 1040N and 1040NS online tax forms. Each year this must be done to ensure any new tax computations and rules that have changed are accommodated by the online applications.

<http://www.revenue.state.ne.us/electron/nebfile.htm>

Launched Web sites

York County - Web site redesign

<http://www.yorkcounty.ne.gov/>

YORK COUNTY, NEBRASKA

Home
News
County Offices
Elected Officials
Contacts
Links
About York County
Public Meeting
Calendar
Services
Feedback
Historical Information

York County Courthouse
510 Lincoln Ave
York, NE 68467

- **Land Area:** 576 square miles
- **Population (2000):** 14,428
- **County Seat:** York
- **Towns and Population (2000):** Benedict, 230; Bradshaw, 230; Gresham, 253; Henderson, 999; Luskton, 28; McCool Junctions, 372; Thayer, 64; Waco, 211; York, 7,940.
- **Public School Districts:** Cross County Public Schools, Benedict and Stromsburg (Polk County); Heartland Community Schools, Henderson and Bradshaw; McCool Junction Public Schools, McCool; York Public Schools, York.
- **Private Schools Districts:** AMS Christian Academy, York; Emmanuel Lutheran Elementary School, York; Dale Larsen Christian Academy, York; Nebraska Evangelical Lutheran Schools, Waco; St. Joseph's Elementary School, York.
- **York County Quick Facts:** U.S. Census Bureau
- **York County Map Stats:** FedStats and more FedStats
- **Maps:** Various County Maps

Kearney County - Web site redesign

<http://www.kearneycounty.ne.gov/>

KEARNEY COUNTY, NEBRASKA

Welcome to the the Kearney County website. The Kearney County courthouse is celebrating its Centennial starting in June, 2005. Please check back often for updates on centennial activities.

[Click here to view Centennial merchandise](#)

The Centennial items are also on display and may be purchased at the Kearney County Museum daily from 2 p.m. to 4 p.m., June through August and by appointment by calling 308-832-1789. The Kearney County Museum is located on 6th Street and Nebraska Ave in Minden.

NEW! Kearney County GIS system

Disclaimer: The public information contained herein is furnished as a public service by Kearney County. Aerial imagery is from the 2003 FSA photos. All information was collected for the purpose of developing information about Kearney County and in the preparation of the annual Property Tax Roll as provided for the Chapter 77 of the Nebraska Revised Statutes. Kearney County makes no warranties, either expressed or implied, concerning the accuracy, completeness, reliability, or suitability of the information for any other particular use. Furthermore, Kearney County and GIS Workshop, Inc. assume no liability associated with the use or misuse of said information.

424 N Colorado
Minden, NE, 68909
(Hours) 8:00 AM - 5:00 PM

Operational Issues and Highlights

Nebraska Board of Public Accountancy (NBPA) - CPE, Licensing & JoKel

Nebraska.gov staff has been working with the NBPA to complete three separate projects. These projects are Continuing Professional Education (CPE), Online License Renewals and their backend operations system known as JoKel.

The CPE Application launched with great success in December. The application was provided to a selected group of potential users that totaled just over 300. The application has realized a 45% adoption rate of the users allowed to file online. Comments from these users have been very favorable.

We are now working on the second phase of this project which consists of online license renewals. License renewals development has been initially completed and is being reviewed by the agency for accuracy. NI is also awaiting some additional requirements for Out of State Owners which was not previously considered by the agency prior to development. The current scheduled deadline for release of License Renewals is still March 2007.

Work has also continued on the JoKel system in tandem with both CPE and License Renewal to accommodate the data storage of the information being process by these two applications. Further development will continue on this final piece of the system until completion.

Visa Operating Regulations - Charging Fees through the Portal.

As reported during the October Nebraska State Records Board meeting a conference call was held on October 24th to discuss how fees are charged through the Nebraska State web portal.

On this call were one representative from NIC Inc. (NIC), one representative from Nebraska Interactive LLC (NI), three representatives from the Nebraska State Treasurer's office, two representatives from First National Bank of Omaha (FNBO) and two representatives from Visa Inc.

It was discovered during this conference call that FNBO's contention was that the state portal was charging a "convenience fee" and that they believed this "convenience fee" was governed by the Visa Operating Regulations. The representative from NIC established that the term "convenience fee" as described by Visa did not apply to the practices of the state portal and that Visa's operating regulations had

no rules that provide guidelines or any direction for how the state portal charges a fee to recover its operating overhead.

Since FNBO's contention centered around how the portal discloses statutory fees vs. portal fees it was suggested by the representative from NIC to change the way in which the portal provides disclosure of fees in efforts to eliminate any possible future misunderstanding regarding the term "convenience fee".

NI would like to request the following change to how portal fees vs. statutory fees are disclosed to the end user:

- NI would stop displaying a separate statutory fee and portal fee;
- On Web pages where individual transactions are described, the language could be preceded by, "The online price for this transaction is _____."
- NI would use the following wording both on invoices and on web pages,

"The portal is not supported by taxpayer funds, and is authorized by Nebraska statutes to recover its costs of operation through the price charged for transactions online. These prices are reviewed and approved by the Nebraska State Records Board."

It is important to note that this wording will not apply to all transactions performed through the states portal. This will only apply if the agency charges the portal fee to the end user. There are a number of instances in which the agency is able to pay the portal fees for transactions processed online on a monthly basis via an invoice.

NI is also open to any other wording that is suggested by the Nebraska State Records Board.

Technical Update

For further details or additional information, please contact:

Bruce Rice, Director of Development
Nebraska.gov
402.471.7813
bruce@nebraska.gov

- Work was completed on migrating web applications to the NIC Central Data Center in Ashburn, Virginia. There are only two remaining services, email and the Governor's Ethanol Coalition web site. Email is scheduled to be shut off on 2/1/2007 and the web site moved sometime during January 2007
- The complete site re-design for the Nebraska Judicial Branch is almost complete. This is an extensive re-design with a new look and information re-organization. The launch date for his new site is 1/10/2007.
- Rollout of the CIO's wireless payment application. This application accepts payment via credit card for users to gain access to the State's wireless solution.
- Work was completed on the Board of Public Accountancy Continuing Education. This application was launched
- Design and development was completed on DMV's reinstatement application. This project is now in the testing phase.
- Engineers and architects renewals application was updated and re-launched for the new renewal period.
- Work has been done on the Nebraska income tax filing application getting it ready for the new tax period.
- The license renewal application for the Nebraska Liquor control commission was completed. The application has been tested and is currently waiting final approval from the partner to launch.

Marketing Highlights

For further details or additional information, please contact:

Carmen Easley, Director of Marketing
Nebraska.gov
402.471.2154
carmen@nebraska.gov

October

- Functional specifications completed for UCC Amendments application with SOS.
- Began development of Rules and Regulations Tracking system application for SOS, partnering with GPRO.
- Development began on License Renewals for Board of Public Accountancy
- Rolled out DOI Company and Producers Search.
- Launched York County Website
- Met with Supreme Court to discuss website conversion progress
- Started planning phase for NBSP Broadband Service Provider search.
- Launched Online Survey for the Commission on the Status of women.
- Started planning phase for AOC online judge scheduling system.
- Functional Specification were signed by NREC for License application for real estate brokers/sales
- Started planning phase for Architects and Engineers Online Search Upgrade
- Created a link for DOI to secure Employee Only pages to route employees to agency intranet
- Rolled out upgrade to Art Council's Artists Directory to allow for images to uploaded
- Finished work with the Elections office to put reporting of student election results online.

- Updated and redeployed Electrician License Renewal application for SED
- Completed concept phase in DNR Pump Install application
- Completed concept phase in DNR Decommission application
- Created preliminary designs for NCDHH website redesign

November

- Launched Online Continuing Education Service for the Board of Public Accountancy
- Working on Development for License Renewals for Board of Public Accountancy
- Met with SOS to review functional specifications for UCC Amendments application.
- Functional Specs finalized and signed by NLCC for License Renewal Application.
- NCBVI started testing the template for website redesign.
- Met with Supreme Court to discuss website conversion progress
- Rules and Regulations tracking application being tested by GPRO and SOS.
- Development complete for NREC License application for real estate brokers/sales, turned over to agency for testing
- Partnering with Board of Engineers and Architects to complete planning of Architects and Engineers Online Search Upgrade
- Received request from Department of Banking and Finance to host a Nebraska State Quarter Website
- Developed, tested, and rolled out application for credit card access to State Capitol wireless network for CIO.
- Kearney County website redesign rolled out
- Started planning stage for DNR Pump Install application
- Started planning stage for DNR Decommission application

December

- Met with SOS to begin moving forward with the agency's website redesign.

- Development started on the JoKel backend system
- Testing Phase started for the License Renewals for the Board of Public Accountancy.
- Created prototypes for UCC Amendments application and met with SOS for demonstration and review.
- Met with HHSS to discuss concepts for website redesign.
- Development for NLCC License Renewals is complete, testing begins.
- Started concept phase for Furnas County website
- Met with Supreme Court to discuss website conversion progress
- Provided Bill Tracker Training for Legislative staff
- Met with AOC to go over functional specifications and prototype for the on line judge scheduling system.
- Started testing phase for NLCC Liquor License Renewal
- Rules and Regulations tracking application being tested by GPRO and SOS.
- Forms 1040N and 1040NS completed and put online for Department of Revenue
- Received authorization to roll out a HHSS Mailing List application upgrade, which will separate first and last name fields per users and agency's request
- Upgrades made to Fire Marshal Fireworks Display Permit application.
- Finalized Functional Specifications for Architects and Engineers Online Search Upgrade
- Started concept phase for Electrical permit application rewrite
- Put AgriTourism Workshop Reservation application back online for DED.
- Redeploy Legislative Lunch Reservation application for Arts Council
- Began concept phase for EFS Continuations and Terminations with SOS

**Addendum Four
to the
Interagency Agreement Between
Nebraska Liquor Control Commission
and
Nebraska State Records Board**

This Addendum Two to the Interagency Agreement between the Nebraska Liquor Control Commission (NLCC) and the Nebraska State Records Board sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services.

Project: Liquor License Renewals

Price: This addendum covers all Nebraska Liquor Control Commission license renewal transactions processed electronically with the Nebraska Liquor Control Commission through Nebraska.gov. Nebraska.gov shall receive \$1.00 for each and every license renewed electronically through Nebraska.gov.

Terms: Nebraska.gov will process the total of all transactions through the state selected credit card merchant. These funds will be deposited on behalf of the Nebraska Liquor Control Commission. Nebraska.gov will submit an invoice to the Nebraska Liquor Control Commission at the close of each month for the total number of renewals processed. Terms of payment are net 45 days.

By: _____
NLCC Signatory Authority
Nebraska Liquor Control Commission

Date: _____

By: _____
Authorized Officer
Nebraska State Records Board

Date: _____

✓ Revenue producing



Nebraska.gov Project Priority Report for Monday, January 08, 2007

Project Name	Status	Phase	Concept		Planning		Development		Testing		Rollout		Launch	Notes
			start	finish	start	finish	start	finish	start	finish	start	finish		
County Project - Furnas County Website	Open	Concept	12/4/2006											Design is in the Concept Phase
✓ EFS Continuations and Terminations	Open	Concept	12/17/2006											Concept document is being crafted.
NSED - Electrical permit application rewrite	Open	Concept	12/5/2006											Concept document is in draft stage for a 2007 rewrite.
✓ SOS - UCC Amendments application	Open	Planning	8/19/2006	10/20/2006	10/20/2006									Project is in planning stage. Prototypes are ready for final evaluation. Working with agency to finalize functional specifications.
NE&A - Architects and Engineers Online	Open	Planning	8/30/2006	9/12/2006	9/12/2006	12/29/2006								Partner has reviewed Functional Specifications and made final revisions. Application is ready to go in to development pending signatures.
SOS - Website Redesign	Open	Planning	8/1/2006	12/6/2006	12/12/2006									Redesign is in planning phase. Two designs currently are being worked on and will be ready for delivery for preliminary evaluation February 15th
Justice - Judge Scheduling	Open	Planning	10/1/2006	10/13/2006	10/17/2006	1/19/2006							1/24/2006	Project is in the planning phase. Working with agency to finalize functional specifications and prototypes.
✓ Justice - Credit Card (CC) Search	Open	Planning	10/5/2006	10/24/2006	10/25/2006									This project is in the planning stage. First draft of functional specifications are complete. Functional specifications need to be reviewed by agency.
✓ DNR - Water Well Pump Install Application	Open	Planning	9/27/2006	10/12/2006	11/1/2006									This application is in the planning stage. First draft of functional specifications are complete. Functional specifications need to be reviewed by agency.
✓ DMV - Drivers License Reinstatements	Open	Planning		2/6/2006	7/26/2006	7/31/2006	8/30/2006	10/1/2006						Development completed. Application has been delivered to agency for testing. Awaiting final approval of Contract Addendum.
✓ DNR - Decommission Application	Open	Planning	9/27/2006	10/12/2006	11/1/2006									This project is the planning stage. The Functional Specs have been put on hold until the Pump Install Application goes into development.

Project Name	Phase	Start Date	End Date	Start Date	End Date	Start Date	End Date	Start Date	End Date	Start Date	End Date	Notes
DB&F - Host State Quarter Web Site	Open	Development	11/8/2006	11/25/2006	11/27/2006	12/5/2006	12/5/2006	1/4/2007	1/5/2007	1/5/2007	1/12/2006	Partnering with Department of Banking and Finance to migrate site to be hosted with CDC. Estimate completion by mid-January.
HHS Lookup Site enhancements and dat	Open	Development	3/1/2006	6/1/2006	6/1/2006	8/30/2006	8/1/2006		9/1/2006			Upgrade to include facilities information is still in progress. Most of the work on the web interface portion is complete, backend database work still to be completed.
BPA - Integrated Data System (JoKel)	Open	Development					4/11/2006	7/28/2006		9/1/2006	10/1/2006	Portions of the application relating to CPE and Firms have been developed, and turned over to the agency for testing.
NSFM - Fireworks Display app change re	Open	Testing	8/30/2006	8/30/2006	8/30/2006	9/25/2006	11/8/2006	12/19/2006	12/19/2006		1/4/2007	Application is ready to go back in to production. Partnering with the agency to get final authorization.
SOS - Rules and Regs Tracking system	Open	Testing	7/3/2006	8/31/2006	9/1/2006	10/18/2006	10/18/2006	11/15/2006	11/3/2006	1/5/2007	1/8/2007	Agency is finalizing testing of the application. Expected completion/rollout authorization for 2nd or 3rd week of January.
✓ BPA - License Renewals	Open	Testing			7/1/2006	8/15/2006	8/15/2006	10/15/2006	10/18/2006	12/31/2006	3/1/2007	Application is in the last stages of development. We are awaiting additional requirements for Out of State Owners.
✓ LCC - Online License Renewals	Open	Testing	8/22/2006	8/23/2006	8/23/2006	11/15/2006	11/15/2006	12/14/2006	12/15/2006	1/4/2007		1/29/2007 Application is in the testing phase. Ready for rollout phase to begin. Waiting for addendum approval.
✓ NREC - License application brokers/sale	Open	Testing	8/18/2006	8/18/2006	8/18/2006	10/11/2006	10/11/2006	11/26/2006	11/29/2006			Development and Nebraska.gov testing completed 12/04/06. Application was turned over to agency for testing.
NCBVI - Website Re-Design	Open	Testing	10/10/2006	10/16/2006	10/16/2006	10/31/2006	11/1/2006	11/8/2006	11/13/2006	12/5/2006		This web-redesign is testing. A meeting has been set to discuss the template and the rollout of the design.
Justice - Web site Redesign	Open	Roll Out	2/16/2006	5/1/2006	5/2/2006	7/14/2006	7/17/2006	8/1/2006	12/29/2007		12/29/2007	Nearing completion. Web site is scheduled to go into production 2nd or 3rd week in Jan. NI has participated in the site migration logging over 220 hours.
				9/23/2006								Lincoln County Website Re-Design has been suspended.
		Concept	9/26/2006	10/5/2006	10/5/2006							01/04/07 Project is suspended pending notification from the agency.
		Concept	1/23/2006									11/21/06 This project has been put on hold until March 2007.
		Planning	8/29/2006	8/29/2006	8/29/2006							Project is suspended pending notification from agency to reopen.
		Planning	8/26/2006									This project has been suspended until we hear from the agency.

Project Name	Phase	Start Date	End Date	Notes
[REDACTED]	Planning	9/5/2006	10/2/2006 10/2/2006 11/20/2006	This web-redesign is in the planning phase. The design has been put on hold until we hear from agency in January 2007.
[REDACTED]	Development		11/14/2005	Project has been suspended. DAS has decided to go a different direction.
[REDACTED]	Development		3/27/2006 5/15/2006	Awaiting response from partner regarding design prototype, design has been suspended.
[REDACTED]	Testing		11/7/2005 12/16/2005	Design Prototype sent, waiting on partner approval. Web-redesign has been suspended.
Put AgriTourism Workshop app back onli	Complete	Maintenance	11/28/2006 11/29/2006 11/29/2006 12/9/2006 12/8/2006 12/13/2006 12/11/2006 12/13/2006 12/13/2006 12/13/2006 12/13/2006 12/13/2006	This application is in production. Rolled out 12/13/06.
AC - Reemploy Legislative Lunch Reserv	Complete	Maintenance	11/16/2006 12/1/2006 12/1/2006 12/4/2006 12/5/2006 12/6/2006 12/6/2006 12/11/2006 12/12/2006 12/12/2006 12/11/2006	This application is now in production. Rolled out 12/12/06.
REV - Update forms 1040N and 1040NS	Complete	Maintenance		1/1/2007 Project is complete, new forms are online for tax year 2006.
CEO - Wireless network credit card acces	Complete	Maintenance	10/30/2006 11/9/2006 11/3/2006 11/14/2006 11/13/2006 11/30/2006 11/20/2006 11/30/2006 11/30/2006 11/30/2006 12/1/2006	This application is in production. Rolled out 11/30/06.
DOI - Create link to secure Employee On	Complete	Maintenance	10/5/2006 10/10/2006 10/10/2006 10/16/2006 10/20/2006 11/3/2006 11/3/2006 11/3/2006 11/3/2006 11/3/2006 11/3/2006 11/3/2006	Project completed. Rolled out 11/3/06.
AC - Add image files to Artists Directory	Complete	Maintenance	8/24/2006 8/24/2006 9/13/2006 9/27/2006 9/28/2006 10/5/2006 10/5/2006 10/13/2006 10/16/2006 10/16/2006 10/16/2006	Project is complete. Rolled out 10/16/06.
County Project - York County Re-Design	Complete	Maintenance	10/18/2006	11/1/2006 Web-redesign is Live. 11/1/2006
SOS - Student elections reporting	Complete	Maintenance		10/24/2006 10/27/2006 10/27/2006 Project completed 10/27/06.
NVSC online survey	Complete	Maintenance	8/23/2006 9/1/2006 8/25/2006 9/6/2006 9/7/2006 9/9/2006 9/7/2006 9/18/2006 9/18/2006 9/18/2006 9/15/2006	Project is complete. Rolled out 9/18/06.
NSED - Electrician License Renewal Red	Complete	Maintenance	9/11/2006 9/25/2006 9/25/2006 9/26/2006 9/26/2006 10/4/2006 10/4/2006 10/10/2006 10/11/2006 10/11/2006 10/12/2006	Renewal application was redeployed on 10/11/06.
DMV- Update Questionnaire	Complete	Maintenance	8/22/2006	12/11/2006 12/11/2006 12/11/06: Update Questionnaire is now LIVE
NE&A - License Renewal Upgrade and R	Complete	Maintenance		9/25/2006 9/25/2006 10/3/2006 10/13/2006 10/16/2006
NWC - Online Women's Employment Sur	Complete	Maintenance	5/1/2006 5/25/2006 5/25/2006 6/15/2006 6/16/2006 7/17/2006 7/18/2006 7/31/2006	The survey is currently live and weekly reports are being emailed to agency representatives.

Project Name	Status	Phase	Planning				Development				Testing	Deployment	Notes	
			Start	End	Start	End	Start	End	Start	End				
BPA - Continuing Education	Complete	Maintenance					7/1/2006	8/15/2006	9/1/2006	11/30/2006	12/4/2006	12/4/2006	12/4/2006	Application is in production. Rollout 12/06/06, feedback from users has been very positive, and adoption rate is approaching 95%. Logged 226 Hours on Application.
HHSS DNR - Water We. Drilling Terminal	Complete	Maintenance	8/15/2006	9/5/2006	9/5/2006	9/7/2006	9/7/2006	9/11/2006	9/11/2006	9/28/2006	9/28/2006	9/29/2006	9/29/2006	Waterwe: Templates are complete.
DOI - Company and Producer online sea	Complete	Maintenance	11/29/2005	3/6/2006	12/5/2006	4/21/2006	7/12/2006	10/24/2006	10/1/2006	10/24/2006	10/25/2006	10/25/2006	10/25/2006	Application went in to production 10/25/07
NCIR - Search Engine Upgrades	Complete	Maintenance	1/30/2006	2/1/2006	2/1/2006		7/5/2006	8/1/2006	8/1/2006	8/15/2006	8/15/2006	8/23/2006		Utilizing the Google appliance to provide secure search. Currently creating templates for results of search.
Keamey County Website redesign	Complete	Maintenance	8/7/2006	8/15/2006	8/15/2006	11/7/2006	11/7/2006	11/21/2006	11/7/2006	11/21/2006	11/21/2006	11/22/2006	11/22/2006	Project is complete. Rolled out 11/22/06.

NSRB - CASH FUND BALANCE

State Records Board - Revenues & Expenditures

FY 06-07

	<u>July, 06</u>	<u>August, 06</u>	<u>Sept, 06</u>	<u>Oct, 06</u>	<u>Nov, 06</u>	<u>Dec, 06</u>
<u>Revenues:</u>						
Sale of Service	\$450,951.49	\$414,922.30	\$444,488.19	\$393,070.39	\$426,604.39	\$404,167.25
General Business Fees	\$141.76	\$145.41	\$117.05	\$133.46	\$110.74	\$6,471.26
Driver Records	\$1,450.00	\$2,090.67	\$1,550.00	\$1,911.00	\$1,527.00	\$1,479.00
Investment Income	\$2,363.44	\$2,379.58	\$2,791.05	\$2,809.93	\$2,904.93	\$3,127.41
Total	\$454,906.69	\$419,537.96	\$448,946.29	\$397,924.78	\$431,147.06	\$415,244.92
<u>Expenditures:</u>						
State Agency Payment	\$292,309.80	\$266,395.32	\$286,841.56	\$249,538.76	\$259,807.22	\$266,790.54
NIC/Other Contractual Services	\$154,903.69	\$137,167.67	\$160,009.41	\$135,656.55	\$158,961.51	\$148,092.41
Misc. Expense	\$7.20	\$1,000.85	\$684.57	\$273.29	\$5,237.28	\$243.81
Total	\$447,220.69	\$404,563.84	\$447,535.54	\$385,468.60	\$424,006.01	\$415,126.76
<u>Profit (Loss)</u>	\$7,686.00	\$14,974.12	\$1,410.75	\$12,456.18	\$7,141.05	\$118.16
<u>Fund Balance:</u>	\$841,151.59	\$856,125.71	\$857,536.46	\$869,992.64	\$877,133.69	\$877,251.85
<u>Grant Encumbrances:</u>						\$180,594.00
<u>Reinvested Revenue:</u>						\$76,397.00
<u>Unencumbered Funds:</u>						\$620,260.85

Grant Project Status Report

First Quarter, 2007

Agency Name	Project Description	Date Grant Awarded	Original Grant Amount	Amount Not Spent To Date	Date of Last Activity
Bd. Of Public Accountancy	On-line review of Annual Register & submission of Applications & Forms	7/8/2003	\$25,000	\$20,006	July, 2005
DAS Personnel	Online Job Application NIS Connectivity	11/23/2004 7/20/2006	\$25,000	\$25,000	July, 2006
UNL - Rural Initiative	Basic e-Government & Access 2-Government Training	5/10/2005	\$25,000	\$15,449	October, 2006
Kearney County (PENDING)	Kearney County Enhanced Web Page	5/10/2005	\$25,000	\$25,000	May, 2005
Board of Barber Examiners	Barber Licensing System Update	9/27/2005	\$25,000	\$8,789	July, 2006
University of Nebraska - Lincoln Libraries	NE Public Documents Digitalization	9/27/2005	\$23,000	\$23,000	September, 2005
Merrick County (PENDING)	Digitizing of Merrick Co. Records	1/26/2006	\$25,000	\$25,000	January, 2006
Real Estate Appraiser Board	Redesign of Website & Appraiser Database	4/18/2006	\$25,000	\$10,744	July, 2006
Webster County Assessor's Office	Webster County Tax Sifter Parcel Search	4/18/2006	\$3,000	\$2,676	November, 2006
Polk County Assessor's Office	Polk County Enhanced Web Page	7/20/2006	\$17,500	\$0.00	Completed
Johnson County (PENDING)	Record & Mapping Accessibility	7/20/2006			
NE Historical Society	Digital Archives & Records Mngt Center Feasibility Study	10/12/2006	\$25,000	\$24,390	November, 2006
TOTALS			\$243,500	\$180,594	

Reinvested Revenue Status Report First Quarter, 2007

Project Description	Date Awarded	Original Amount	Amount Not Spent to Date	Date of Last Activity
Google Search Engine	11/23/2004	\$25,000	\$8,897	October, 2006
One-Stop Business Registration *	11/23/2004 7/20/2006	\$75,000 \$42,500	\$75,000 \$42,500	November 23, 2004 July, 2006
Online Property Tax Payment System - Seward Co.	5/10/2005	\$25,000	\$25,000	May 10, 2005
TOTALS Multi-County		\$92,500	\$76,397	

* Note: The One-Stop Business Registration Portal: At the July 20, 2006 meeting, there was a motion to retain the project funding and await the amended project application to be submitted in the October, 2006 meeting. At the October, 2006 meeting, the updated project was presented.

January, 2007 – NSRB Report

Board of Public Accountancy

Prior:

The problem was agreeing on specifications because all parties having input were not always available for meetings. This resulted in some confusion and change requests after specifications had been determined by those present. This required program changes that delayed forward progress.

Current:

It was determined that the individuals who not able to attend the meetings would attend via conference calls to provide input regarding desired functionality. This resulted in the stakeholders agreeing among themselves on the final specifications.

Parties involved during the entire process were:

BPA members - Dan Sweetwood; Doug Skiles; Jo Lowe; Kelly Ebert
NE.gov – Brian Stevenson; Carmen Easley; Glen Norton

Progress has been on-going with a soft launch late last month (November). It is now on the Secretary of State website with the message:

New Service
CPE Online Reporting

The CPE program has had very good comments and responses from users. The License Renewal program is on schedule and work is starting on the JoKel (back end) system.

Various user comments:

“Excellent program. Very easy to use. Thank you”.

“I love the cpe guidelines in the little help window. Great webpage. I won't use paper again”.

The License renewal project is expected to be completed in the February, 07 and the JoKel (CPE reporting) in 2nd quarter – 07.

BPA comments:

My involvement with BPA and Ne.gov contributed to substantial progress being made.

State Personnel Division - DAS

Prior:

The original grant was approved on 11/04 and little progress had been made for the next two years. There were a number of meetings with Nebraska On-line (NOL) over a 9 month period however the project stalled partially because of NOL staff changes and the scope of the project was larger than anticipated. At the July, 06 NSRB meeting the Board recommended DAS resubmit the grant to include it had the connectivity with NIS.

DAS : Mike McCrory; Vickie Logan
IMS: Dave Hattan, Section Manager

Current:

DAS has an applicant tracking system RFP in rough draft form and are working with Material on the final draft which is expected the week of 1/15/07. The RFP will be posted on the purchasing website for vendors wishing to respond and DAS has plans to form a committee to evaluate the proposals.

DAS is also working with IT to be sure it has connectivity with NIS.

Barber Examiners

Prior:

The legacy program they were using could not be supported any longer. The program under development by IMS is based on Microsoft Access and was to be finished in March, 2006. The Barbers office gave me a demo of the program and the problems appear to be somewhat minor although annoying. It appears (my opinion) there has been a basic lack of testing procedures by IMS that has contributed to a level of frustration by the Barbers office. I will be meeting with the IMS contact person and suggest 'end to end' test scripts before releasing the next version.

Examiners Personnel: Ron Pella; Dixie Horn
IMS analyst: Laurie Schlitt

Current:

I had a meeting with Laurie Schlitt to see what could be done to assign a higher priority to the project. Progress improved and the conversion is back on track. IMS has been very responsive with on-site visits and phone follow-up.

The program conversion is essentially finished and the Barbers office has reached a point to begin testing the license renewals to be ready for the actual April renewal.

User comments:

They feel my involvement was reassuring to help them understand the conversion process which lessened their anxiety level.

Johnson County

Prior:

The project will allow software to connect information such as maps, documents and property records that can be shared by emergency or law enforcement and other agencies. There was a concern regarding Johnson County being compliant with NITC Standards and Guidelines.

Current:

I have received confirmation from the Johnson county software provider (TerraScan/ASI, Inc.) that they are in compliance with the NITC standards pertaining to this project.

I have met with Rick Becker and he will ask Larry Zinc to provide compliance documentation as requested by the Technical Advisory Committee.

They have been making progress with the software provider TerraScan/ASI, Inc. located in Lincoln. They began training in November although the entire project will take until the end of 2007. They plan to provide access to the Emergency Manager, Sheriff Dep't., County Roads and Register of Deeds.

Johnson County Assessor: Karen Koehler
TerraScan: Mike Schwab, Bill Sheldon

Business Services – UCC

I met with Debbie Pester and started reviewing documentation and specifications with NE.gov. The functional specs and prototype should be completed this month with the rollout estimated for the May/June timeframe.