

• **December**

• **9**

• **2002**



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of December 9, 2002

The meeting was called to order by Chairman John Gale at 10:02 A.M. on December 9, 2002, in Room 1507 of the State Capitol, Lincoln, Nebraska.

The following Board members were present:

John Gale, Chairman;
William Bidrowski;
Jerry Catlett;
Nathan Gilmore, representing the State Treasurer;
Laureen Riedesel;
Steve Schafer, representing the Director of Administrative Services;
Don Stenberg;
Diane Vicars;
Kate Witek.

Not present were:

David Buelt;
Lauren Hill, representing the Governor.

Chairman Gale announced that notice of the meeting had been published in the Lincoln Journal Star.

The minutes of the meeting of September 9, 2002, were considered. Ms. Vicars moved that the minutes be approved as circulated; motion seconded by Ms. Witek.

Voting For:	Bidrowski	Gale	Gilmore	Riedesel
	Stenberg	Vicars	Witek	
Voting Against:	None			
Not Voting:	Catlett	Schafer		
Absent:	Buelt	Hill		

The motion carried.

Chairman Gale recognized Attorney General Stenberg for his years of service on the State Records Board.

Mr. Buelt arrived at the meeting.

Greg Lemon, Chief Deputy Secretary of State, reported on the Records Management Cash Fund - State Records Board balance.

Chairman Gale opened the public hearing on the Request for Approval to Establish Fees for Weekly and Semi-Monthly UCC and Corporate Data Service. The proposed fees are \$300.00 per week for weekly service and \$500.00 per semi-month for semi-monthly service, which would be split with 50% to the State Records Board and 50% to Nebrask@ Online. Greg Lemon, Chief Deputy Secretary of State, testified in favor of this request. There was no public testimony. After discussion, Mr. Stenberg moved to approve this request; motion seconded by Mr. Buelt.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Stenberg
	Vicars	Witek		

Voting Against: None

Absent: Hill

The motion carried.

Mr. Stenberg moved to move Agenda Item 6, Subcommittee Report on Nebrask@ Online Master Contract, to follow Agenda Item 8.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Stenberg
	Vicars	Witek		

Voting Against: None

Absent: Hill

The motion carried.

Greg Lemon presented the State Records Board Grant Status Report. No action was taken.

Chairman Gale opened discussion of a grant application for \$8,950.00, from Wayne State College, Conn Library, to purchase a microform digital scanner. Dr. Stan Gardner, WSC Conn Library Director, testified in favor of this application. After discussion, Mr. Stenberg moved to approve this application; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Stenberg	Vicars
	Witek			

Voting Against: Schafer

Absent: Hill

The motion carried.

Greg Lemon presented the subcommittee report on the Nebrask@ Online Master Contract which recommended that the State Records Board issue a Request for Proposals (RFP) for the network manager contract. After discussion, Daniel E. Hunt, Vice President of Huntel Systems; Mary A. Ulmer, Vice President of the Government Banking Division of US Bank; Curtis Lee, Team Leader of First Technology Solutions; and Rod Armstrong, General Manager of Nebrask@ Online; indicated their organizations' interest in responding to this RFP. After further discussion, Mr. Stenberg moved to authorize the appointment of a subcommittee and to authorize the subcommittee to draft an RFP for the network manager contract; motion seconded by Mr. Gilmore.

Mr. Stenberg left the meeting.

Chairman Gale called for a vote on the motion.

Voting For:	Bidrowski Gilmore	Buelt Riedesel	Catlett Schafer	Gale Vicars
Voting Against:	Witek			
Absent:	Hill	Stenberg		

The motion carried.

The Board discussed authorizing the expenditure of funds for assistance in developing the RFP. Chairman Gale indicated that if DAS Information Management Services intends to bid on this contract, that division will not be appointed to the subcommittee drafting the RFP to avoid any potential conflict of interest. Mr. Catlett moved to authorize the expenditure of reasonable amounts of funds for technical assistance with drafting the RFP, the first draft of which is to be presented to the State Records Board by the end of February 2003; motion seconded by Mr. Buelt.

After discussion, Ms. Vicars moved to amend the motion authorizing expenditures to require prior Board approval for any expenditures over a total of \$10,000; motion seconded by Mr. Buelt. A vote was called for on the motion to amend.

Voting For:	Bidrowski Gilmore Witek	Buelt Riedesel	Catlett Schafer	Gale Vicars
Voting Against:	None			
Absent:	Hill	Stenberg		

The motion carried.

A vote was called for on the motion to approve expenditures, as amended.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Vicars
	Witek			

Voting Against: None

Absent: Hill Stenberg

The motion carried.

Rod Armstrong presented the Nebrask@ Online General Manager's Report and reviewed the Project Priority List for the Board. After discussion of the Project Priority List, Mr. Buelt moved to approve the list; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Vicars
	Witek			

Voting Against: None

Absent: Hill Stenberg

The motion carried.

Rod Armstrong presented the report on E-Government Portals in Nebraska.

Greg Lemon reviewed possible legislation for the next legislative session, including statutory fees for document images from the Secretary of State, Corporate and UCC batch data fees, and authority to make grants to local governments. After discussion, Ms. Witek moved to authorize bills to establish these fees and authorize local grants; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Vicars
	Witek			

Voting Against: None

Absent: Hill Stenberg

The motion carried.

Greg Lemon asked for the Board's preferences to receive Board meeting materials as e-mail attachments or as links to websites. The consensus was to receive this information as website links.

Chairman Gale announced that the next Board meeting would be scheduled upon the completion of the draft RFP.

No other business appearing before the Board, Mr. Buelt moved to adjourn; motion seconded by Mr. Bidrowski

Voting For:	Bidrowski	Buelt	Catlett	Gale
	Gilmore	Riedesel	Schafer	Vicars
	Witek			

Voting Against: None

Absent: Hill Stenberg

The motion carried.

Chairman Gale declared the meeting adjourned at 12:35 P.M.



John A. Gale
Chairman
State Records Board