NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of December 12, 2024

Agenda Item 1. CALL TO ORDER, ROLL CALL. The meeting of the Nebraska State Records Board ("NSRB") was called to order by Chairperson Robert B. Evnen at 9:00 a.m. on December 12, 2024.

Roll Call was taken. The following NSRB members were present:
Robert Evnen, Secretary of State, State Records Administrator and Chairperson
Lee Will, Director of Administrative Services
Mike Foley, Auditor of Public Accounts
Char Scott, representing the State Treasurer
Walter Weir, representing the General Public
Beau Reid, representing the Insurance Industry
Sean Blocher, representing the Banking Profession
David Richards, representing the Libraries
Ryan Maloley, representing the Legal Profession

The following NSRB members were absent:
Lt. Governor Joe Kelly, representing the Governor
Suzanne Geist, representing the Attorney General

Vacant member position: Representative of the Media Profession

Staff in attendance:
Libby Elder, NSRB Executive Director
Colleen Byelick, Chief Deputy Secretary of State and General Counsel
Tracy Marshall, NSRB Recording Clerk

Agenda Item 2. ANNOUNCEMENT OF OPEN MEETINGS ACT. The Chairperson announced that in accordance with the Nebraska Open Meetings Act, reproducible written materials to be discussed at the open meeting and a copy of the Nebraska Open Meetings Act were located on the table by the entrance.

Agenda Item 3. NOTICE OF MEETING. The Chairperson announced that public notice of the meeting was duly published in the Lincoln Journal Star on November 18, 2024, and on the State's public meeting calendar website. The public notice and proof of publication relating to the meeting would be made a part of the meeting minutes.

Agenda Item 4. ADOPTION OF AGENDA. The Chairperson brought the NSRB's attention to the adoption of the agenda. Mr. Foley made the motion to approve the agenda. Mr. Reid seconded the motion.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES. The Chairperson asked for a motion to approve the minutes of the October 16, 2024, meeting. Mr. Foley moved to approve the minutes as presented. Mr. Will seconded the motion.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 6. APPROVAL OF FINANCIAL REPORT. Ms. Elder provided a summary of the September 30, 2024, Cash Fund Balance Report. Mr. Foley moved to approve the Cash Fund Balance Report. Mr. Richards seconded the motion. There was no further discussion.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 7. PUBLIC COMMENT. Ms. Katrina Burkhardt commented that records should be in paper format and stored in public libraries. Ms. Burkhardt is in search of information previously contained in the Nebraska Databook.

Ms. Burkhardt has concerns with use of artificial intelligence ("AI") and the potential negative human impact that may result from AI. Ms. Burkhardt is opposed to incorporation of AI into the services provided to the State of Nebraska by Tyler Nebraska ("Tyler").

Agenda Item 8. EXECUTIVE DIRECTOR'S REPORT

Agenda Item 8.a. Review of Template Agreements. Ms. Elder provided a list of agreements signed pursuant to NSRB authority, including Electronic Government Service Level Agreements, a Citizen Payment Processing addendum, Event Registration addendum, Statements of Work, and a Termination Agreement.

Agenda Item 8.b. Review of Project Status Reports. Ms. Elder presented information on the status of active projects based upon feedback from local and state government partners, including the Department of Health and Human Services and the Department of Veterans Affairs.

Agenda Item 9. Statement of Work Template. Ms. Elder presented a draft Statement of Work template and explained that the Payment Card Industry Data Security Standard ("PCI-DSS") Version 4.0, Self-Assessment Questionnaire A ("SAQ A") requirement 11.3.2., requires performance of external vulnerability scans by a PCI Council-approved scanning vendor ("ASV") at least once every three months.

Ms. Elder explained that Tyler Technologies, Inc. has a contract with MegaplanIT Holdings, LLC ("MegaplanIT"), and MegaPlanIT is an ASV. Tyler has offered portal partners access to ASV scanning software and services through Contractor's contract with MegaPlanIT for free for a period of 1 year. The service will include scanning applications that are not built or managed by Tyler Nebraska, but that are connected to Tyler Nebraska's payment processing services. It is anticipated that these services will be used by local government entities.

There was discussion of what would happen after the 1-year term of the SOW. Tyler indicated that they may be able to continue providing the scanning services. Tyler does not know the exact cost, if a partner wishes to continue the services after the 1-year period but is estimating around $150 per URL scanned.

Mr. Foley moved to approve the Statement of Work Template which was seconded by Ms. Scott.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 10. NEBRASKA INTERACTIVE, LLC dba TYLER NEBRASKA REPORTS

Agenda Item 10.a. Status of Technical Infrastructure Upgrades, Migrations, and Enhancements. Mr. Sloan provided an update on Tyler's modernization efforts, including migrations from custom development in Grails to Application Platform and Drupal version upgrades. Tyler is targeting the middle of 2025 for finishing those efforts. There was discussion regarding the improvements to functionality that have occurred with the movement to Application Platform, and new projects being discussed with the Department of Agriculture.

Agenda Item 10.b. Approve Project Priority Report. Ms. Erb indicated that Tyler completed 23 projects for partner agencies during the third quarter of 2024. Ms. Erb. discussed Tyler's ability to quickly pivot to address partner needs. In the third quarter, Tyler quickly implemented projects for the Department of Agriculture and the Workers Compensation Court and met the partner's timelines for completion. Ms. Erb. indicated Tyler has 39 projects in progress. There was discussion regarding the number of projects that are being done at no cost versus the number that have transactional revenue, or a fee associated with them. Mr. Weir made the motion to approve the Project Priority Report. Mr. Foley seconded the motion.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 10.c. Business Plan. Mr. Hughes presented Tyler's proposed Business Plan for 2025, which was developed by incorporating goals and interests of the NSRB. The Business Plan provides for completing the modernization project, along with options for the NSRB to consider to improve the citizen journey and drive AI innovation.

Mr. Will asked if Tyler's platform has been used to assess applicant eligibility for services from the Department of Health and Human Services. Mr. Hughes indicated Tyler has done benefits calculations in other applications, but he would need to do some research on the specific use case.

Mr. Hughes discussed the importance of secure data, identity validation, and flexible access to services in improving the citizen journey. Mr. Hughes discussed using AI to solve problems identified in serving customers and create efficiencies.

Mr. Hughes presented opportunities for connections in 2025, including Tyler Technologies, Inc.'s Leadership Forum in San Antonio, Texas in May of 2025 and several other national and state events.

Mr. Hughes shared that the customer satisfaction rating is 91%, and 45% of Nebraska's services have no transaction funding associated with them. Mr. Hughes indicated that technology costs more today than it has in the past, and that 99.2% of Tyler's funding came at no cost to the State of Nebraska.

Mr. Weir commented on the need to consider AI from a policy perspective. Mr. Weir suggested seeking the opportunity to participate in the University of Nebraska's AI task force or gathering additional information to properly introduce AI in the Portal and determine how to fund these opportunities.

The Chairperson stated that the Business Plan presents options that Tyler will support moving forward, if, as, and when the NSRB wishes to proceed with them.

Mr. Richards made the motion to approve the Business Plan, seconded by Mr. Will.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 10.d. General Manager Report. Mr. Cornelius explained that Tyler conducted a successful disaster recovery test of applications hosted in Tyler data centers. Mr. Cornelius also highlighted a project for DHSS in which Tyler improved the user experience with the License Search service by enhancing the ReCAPTCHA process.

Mr. Hughes explained that the Attorney General's website is a Davey Silver award winner, along with also being a Gold winner in the dot Comm awards.

Agenda Item 11. REQUEST FOR PROPOSALS – NETWORK MANAGER DISCUSSION (Closed Session)

Agenda Item 11.a. Subcommittee Report. Mr. Maloley made a motion to go into closed session for the limited purpose of discussion of the Request for Proposals for a network manager, and indicated the closed session was necessary for the protection of the public interest. The motion for closed session was seconded by Mr. Foley.

Chairperson Evnen restated the motion to go into closed session.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

The NSRB went into closed session at 10:21 a.m.

At 10:50 a.m. Mr. Maloley moved that the NSRB reconvene in open session having completed discussion of the network manager contract. The motion was seconded by Mr. Weir.

Voting For:	Evnen	Will	Scott	Weir	Kelly
	Foley	Richards	Blocher	Maloley	

Against:	None				
Absent:	Kelly	Geist			

The motion carried.

Agenda Item 12. DATE FOR NEXT MEETING. The Chairperson announced the next regular meeting of the NSRB will be in March 2025 at the N Street location.

Agenda Item 13. ADJOURNMENT. Mr. Foley made a motion to adjourn, which was seconded by Mr. Richards.

Voting For:	Evnen	Will	Maloley	Reid	Weir
	Scott	Foley	Richards	Blocher	
Against:	None				
Absent:	Kelly	Geist			

The motion carried.

The meeting adjourned at 11:00 a.m.

Robert B. Evnen
Secretary of State
State Records Administrator
Chairperson, State Records Board

3/28/2025
Date