

- 
- **February**

- **15**

- **2002**



## NEBRASKA STATE RECORDS BOARD

### MINUTES

Meeting of February 15, 2002

The meeting was called to order by Chairman John Gale at 1:33 PM on February 15, 2002, in Room 1507 of the State Capitol, Lincoln, Nebraska.

The following Board members were present:

John Gale, Chairman;  
Don Stenberg;  
Nathan Gilmore, representing the Treasurer;  
Lori McClurg;  
Bill Bidrowski;  
Mark Sutko;  
Diane Vicars;  
Dave Buelt.

Not present were:

Lauren Hill, representing the Governor;  
Kate Witek;  
John Dale;

Chairman Gale welcomed the newest Board Member representing the Media, Diane Vicar.

Chairman Gale announced that notice of the meeting had been published in the Lincoln Journal Star on February 2, 2002.

The minutes of the meeting of October 29, 2001, were considered. Mr. Stenberg moved that the minutes be approved as circulated; motion seconded by Mr. Bidrowski.

Voting For:	Buelt	Vicars	Gale	Gilmore
	Bidrowski	McClurg	Sutko	Stenberg

Voting Against: None

Absent:	Dale	Hill	Witek
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The motion carried.

Kate Witek arrived at 1:37pm.

Greg Lemon, Deputy Secretary of State, reported on the Records Management Cash Fund - State Records Board balance. Greg also reported on the Grant Status Report. Attorney General Stenberg said their project nearly completed.

Lauren Hill arrived at 1:40pm.

Chairman Gale opened the public hearing on the Request for Approval for Wireless Training Module. Nancy Busch, Assistant Director for Library Commission, appeared in favor of this request. After discussion, Mr. Stenberg moved to approve this request pending criteria being submitted to Secretary of State's office supporting local communities ; motion seconded by Mr. Sutko.

Voting For:	Buelt	Vicars	Gale	Gilmore
	Bidrowski	Witek	Stenberg	Hill
	McClurg	Sutko		

Voting Against: None

Absent: Dale

The motion carried.

The next public hearing is on the Request for Approval for the Business Portal Phase II project. Steve Schafer, Chief Information Officer appeared in favor of this request. This grant would enhance Phase I by supporting continued progress through training, maintenance and forms automation. Rod Armstrong, General Manager for Nebrask@ Online, gave slide presentation of the Business Forms Portal which will be live in a few weeks.

There was discussion in increasing the grant amounts. It was also suggested that this grant approval be in conjunction with the quantity of forms that were completed. Rod also explained that these forms are in three levels of automation: pdf, editable pdf, and html.

After discussion, Mrs. Witek moved to approve this request; motion seconded by Mr. Sutko.

Voting For:	Buelt	Vicars	Gale	Gilmore
	Bidrowski	Witek	Stenberg	Hill
	McClurg	Sutko		

Voting Against: None

Absent: Dale

The motion carried.

Mr. Stenberg made a motion to amend by requiring the contract signed by the CIO's office and NOL be reviewed by the Secretary or State's Office; motion seconded by Mrs. Witek.

Voting For:	Buelt	Vicars	Gale	Gilmore
	Bidrowski	Witek	Stenberg	Hill
	McClurg	Sutko		

Voting Against: None

Absent: Dale

The motion carried

Chairman Gale opened discussion of the approval of Report on Audit Issues. Rod Armstrong, General Manager of Nebrask@ Online, commented on audit. Mrs. McClurg moved to approve the audit; Mr. Sutko seconded it.

Voting For:	Buelt	Vicars	Gale	Gilmore
	Bidrowski	Witek	Stenberg	Hill
	McClurg	Sutko		

Voting Against: None

Absent: Dale

The motion carried

Chairman Gale opened discussion on the 4th Annual E-Government Conference. Greg Lemon, Chief Deputy Secretary of State, stated that in order to book a particular speaker we needed to plan ahead. Don Peterson with Government Technology Magazine would be interested in providing a half day seminar including speakers and lunch at no cost to the State. The other half of the day would be setup like previous years including the IT Fair. Steve Schafer, Chief Information Officer also commented on this speaker. The Board approved of this setup but a motion was not needed.

Ms. McClurg departed from the meeting at 3:30pm.

Chairman Gale designated Mr. Stenberg as Acting Chairman and departed from the meeting at 3:35pm.

Acting Chairman Stenberg opened discussion of the Project Priority List, and Greg Lemon commented on the list. Rod Armstrong, General Manager of Nebrask@ Online, briefly went over the list. After discussion by the Board, Mr. Bidrowski made a motion to approve; Mr. Sutko seconded it.

Voting For:	Buelt	Vicars	Gilmore	Bidrowski
	Witek	Stenberg	Hill	Sutko

Voting Against: None

Absent: Dale, Gale, McClurg

The motion carried

Acting Chairman Stenberg opened discussion NOL s Business Plan 2002. Rod Armstrong, General Manager for Nebrask@ Online went over the plan with a powerpoint presentation. The Board discussed allowing NOL to maintain individual agency s websites. An amendment will be done to the standard agreement with individual agency s choosing this service. It was discussed if the Board will review each of these cases at the quarterly meetings. Mr. Buelt made a motion to allow the Secretary of State s Office to approve these agency contracts; Mr. Bidrowski seconded the motion.

Mr. Gale returned to the meeting at 3:45pm.

Lori McClurg returned to the meeting at 3:50pm.

Mark Sutko left the meeting at 4:00pm.

Voting For:	Buelt	Vicars	Gilmore	Bidrowski
	McClurg	Witek	Stenberg	Hill
	Gale			

Voting Against: None

Absent: Dale Sutko

The motion carried

Dave Buelt left the meeting at 4:10pm.

Chairman Gale opened discussion of the Bills of Interest for 2002, and Greg Lemon commented on the list.

The next Board meeting will be scheduled for May 17th at 1:30pm.

Mrs. Vicars moved that the meeting be adjourned; motion seconded by Mr. Stenberg.

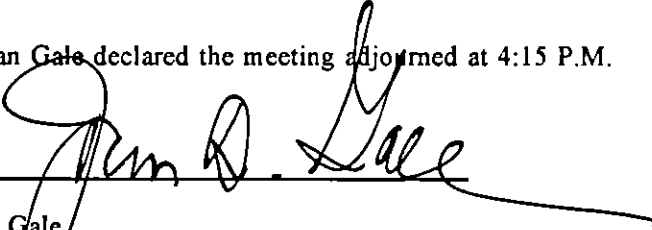
Voting For:	Vicars	Gilmore	Bidrowski	McClurg
	Witek	Stenberg	Hill	Sutko
	Gale			

Voting Against: None

Absent: Dale Sutko Buelt

The motion carried

Chairman Gale declared the meeting adjourned at 4:15 P.M.




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John A. Gale  
Chairman  
State Records Board