



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of March 19, 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 March 19, 2024.

Roll Call was taken. The following NSRB members were present:

Robert Evnen, Secretary of State, State Records Administrator and Chairperson
Lt. Governor Joe Kelly, representing the Governor
Jason Jackson, Director of Administrative Services (“DAS”)
Josh Shasserre, representing the Attorney General
Tom Briese, State Treasurer
Walter Weir, representing the General Public

Absent at Roll Call:

Mike Foley, Auditor of Public Accounts
Beau Reid, representing the Insurance Industry

Absent:

Sean Blocher, representing the Banking Profession
David Richards, representing the Libraries

Vacant member positions:

Representative the Legal Profession
Representative the Media Profession

Staff in attendance:

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

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 February 16, 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.

Mr. Foley arrived at 9:04 a.m.

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 accept the agenda, seconded by Mr. Jackson.

Voting For: Evnen Shasserre Jackson Briese Weir
Kelly Foley

Voting Against:

Absent: Richards, Reid, Blocher

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES. The Chairperson asked for a motion to approve the minutes of the December 14, 2023, meeting. Mr. Foley moved to approve the minutes as presented. Mr. Weir seconded the motion.

Voting For: Evnen Shasserre Foley Weir
Kelly Briese

Voting Abstain: Jackson

Absent: Blocher, Richards, Reid

The motion carried.

Agenda Item 6. LEGISLATIVE BILL 1413. Ms. Elder stated that LB 1413 was introduced at the Request of Governor Pillen as part of the mid-biennium budget adjustment recommendations for the 2023-2025 biennium. Two sections of LB 1413, as introduced, would impact the NSRB as they would result in the transfer \$3,000,000 from the Records Management Cash Fund to the General Fund on or before June 30, 2024 and June 30, 2025. The bill advanced with Appropriations Committee AM 2698, which provides for the transfer of \$3,000,000 from the Records Management Cash Fund to the General Fund on or before June 30, 2024. The Chairperson stated that he testified on LB 1413, and requested only one transfer of \$3,000,000, as that would be all the Records Management Cash Fund could sustain at this time. There was discussion of prior transfers from the Records Management Cash Fund, and the purpose of this transfer being to assist with property tax reduction.

Agenda Item 7. APPROVAL OF FINANCIAL REPORT. Ms. Elder provided a summary of the December 31, 2023, Cash Fund Balance Report. Mr. Foley moved to approve the Cash Fund Balance Report. Mr. Shasserre seconded the motion. There was no further discussion.

Voting For: Evnen Shasserre Foley Jackson Briese
Weir Kelly

Voting Against: None

Absent: Blocher, Richards, Reid

The motion carried.

Agenda Item 8. PUBLIC COMMENT. The Chairperson asked if anyone wished to provide public comment to the NSRB. No member of the public indicated a desire to provide public comment.

Agenda Item 9. EXECUTIVE DIRECTOR’S REPORT

Agenda Item 9.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, a Business Payment Processing Addendum, and Statements of Work.

Agenda Item 9.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.

Agenda Item 10. OLD BUSINESS

Agenda item 10.a. Approve Business Plan. Mr. Hughes described changes made to Nebraska Interactive, LLC dba Tyler Nebraska’s (“Tyler Nebraska”) proposed Business Plan. These changes include elimination of the word “refactor” and replacement with “replatform” to accurately represent work being performed, and the addition of required financial information. There was discussion of opportunities to expand services to additional agencies. Mr. Weir made a motion to approve the Business Plan, seconded by Mr. Briese.

Voting for: Evnen Shasserre Briese Kelly Weir
Foley Jackson

Absent: Blocher, Richards, Reid

The motion carried.

Agenda Item 11. NEBRASKA INTERACTIVE, LLC dba TYLER NEBRASK REPORTS

Agenda Item 11.a. Status of Technical Infrastructure Upgrades, Migrations and Enhancements. Mr. Hughes provided an update on the progress made on technical infrastructure upgrades: (1) Migrations to Tyler Application Platform are up twenty-six percent (26%) from a completion standpoint, with seven (7) applications launched or to be launched by the end of this quarter; (2) Migrations to Engagement Builder, are fifty-two percent (52%)complete, with fifty-six (56) applications implemented or pending launch by the end of the quarter; and (3) Pantheon migrations are two and a half weeks ahead of schedule, with all websites now moved to the Cloud.

Mr. Sloan discussed benefits of the movement to Pantheon, including enhanced security. All movement to Cloud hosting through Pantheon was completed following approval of the Nebraska Information Technology Commission (“NITC”) Cloud Review Board. There was discussion of how

movement to the Cloud assists with failover, as it is georedundant and will allow Tyler Nebraska to fulfill the up-time requirements in the Master Contract.

Agenda Item 11.b. Transaction Funded Work versus Paid Hourly Work. Mr. Hughes presented information regarding transactionally funded services, including changes in technology and demand which include both front-end and back-end services. There are currently 553 applications that are not funded by any transactional revenue. While a majority of Tyler Nebraska’s funding comes through transactionally funded services, there are services where there is no associated transactional funding. There are occasions where services cannot be supported without charging a fee, and in those cases, a Statement of Work is prepared using the hourly rates in the Master Contract.

Mr. Reid arrived 9:56.

Agenda Item 11.c. Approve Project Priority Report. Ms. Erb presented the Project Priority Report and stated that Tyler Nebraska’s Quarter 4 goals were to reopen the project hub, accept new projects and enhancements, and modernize technical infrastructure using new Cloud-based technology including Engagement Builder and Application Platform. Tyler Nebraska delivered on these goals. There was discussion regarding how projects are prioritized on the report, and on projects that appeared to be behind the planned completion dates. It was clarified that the report was submitted to the NSRB a month in advance of the NSRB meeting, and at the current time, there were no past due projects. Mr. Sloan also stated that project status can be reviewed in real time online.

Mr. Briese made a motion to approve the Project Priority Report as included in the NSRB materials, seconded by Mr. Kelly.

Voting For:	Evnen	Shasserre	Foley	Weir
	Kelly	Briese	Jackson	Reid

Absent: Blocher, Richards

The motion carried.

Agenda Item 11.d. General Manager’s Report. Mr. Hughes shared information on staffing changes at Tyler Nebraska, highlighted some of Tyler Nebraska’s accomplishments, and discussed implementation of a new customer service system to better serve portal users.

Break 10:20 ended 10:35.

Agenda Item 12. REPORT ON REQUEST FOR INFORMATION – PORTAL APPLICATIONS. Ms. Elder reported on the status of the Request For Information (“RFI”) issued on December 15, 2023 for the purpose of seeking companies potentially interested in developing electronic government services applications to be part of the State of Nebraska’s online information portal. There were thirty-two (32) questions received from vendors. Nine (9) responses were received by the due date of February 16, 2024, including Kintech Cloud, LLC, Tyler Nebraska, Nava Public Benefit Corporation, OnActuate Consulting, Inc., Slalom, Inc., Veracity Consulting, Inc., Wichita State University, Salesforce, Inc., and Monstrous Media Group. Some of the respondents have previously built applications for the State of Nebraska. Respondents indicated a variety of experience with custom

coding and low-code/no-code solutions, database integration, hosting, payment processing, and meeting security and technical requirements.

Agenda Item 13. NETWORK MANAGER CONTRACT DISCUSSION (Closed Session)

Agenda Item 13.a. Possible action regarding the Network Manager Contract. Mr. Reid made a motion to go into closed session for the limited purpose of discussion of the network manager contract. The closed session is necessary for the protection of the public interest and prevention of needless injury to the reputation of an individual. The motion for closed session was seconded by Mr. Foley.

Voting for: Evnen Shasserre Briese Kelly Weir
Foley Reid

Voting Abstain: Jackson

Absent: Blocher, Richards

The motion carried.

Chairperson Evnen restated the motion to go into closed session. The NSRB went into closed session at 10:45 a.m.

Mr. Jackson left 10:45.

Mr. Foley left at 11:40.

At 11:40 a.m., Mr. Reid moved that the NSRB reconvene in open session having completed discussion of the network manager contract. The motion was seconded by Mr. Briese.

Voting For: Evnen Shasserre Briese Weir Kelly
Reid

Absent: Blocher, Richards, Jackson, Foley

The motion carried.

The Chairperson acknowledged departure of Mr. Jackson and Mr. Foley from the NSRB meeting, and that the NSRB continued to have a quorum present.

Mr. Reid made a motion to authorize and direct the Chairperson to discuss with DAS a deviation permitting the NSRB to seek a sole source agreement. The motion was seconded by Mr. Briese.

It was clarified that this motion does not mean the NSRB has made a decision as to whether issue an RFP or pursue a sole source, but instead to discuss it with DAS and bring the results back to the NSRB.

Voting For: Evnen Shasserre Briese Weir Kelly
Reid

Absent: Blocher, Richards, Jackson, Foley

The motion carried.

Agenda Item 14. DATE FOR NEXT MEETING. The Chairperson announced the next regular meeting of the NSRB was anticipated to be held in June 2024 at the 12th and N Street location.

Agenda Item 15. ADJOURNMENT. Mr. Weir made a motion to adjourn, which was seconded by Mr. Shasserre.

Voting For: Evnen Shasserre Briese Weir Kelly
Reid

Voting Against: None

Absent: Blocher, Richards, Jackson, Foley

The motion carried.

The meeting adjourned at 11.45 AM.



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

8/29/2024
Date