

## NEBRASKA STATE RECORDS BOARD

### MINUTES

Meeting of May 7, 2014

#### **Agenda Item 1. CALL TO ORDER, ROLL CALL**

The meeting of the Nebraska State Records Board was called to order by Chairman John A. Gale at 9:00 A.M. on May 7, 2014 in Room 1507 of the State Capitol, Lincoln, Nebraska.

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

John A. Gale, Secretary of State, State Records Administrator and Chairman;  
Don Stenberg, State Treasurer;  
Scott Keene, representing the Insurance Industry;  
Gerry Oligmueller, Acting Director of Administrative Services;  
Julie A. Beno, representing Libraries;  
Brian Buescher, representing the Legal Profession;  
Leslie S. Donley, representing the Attorney General;  
Brenda L. Decker, representing the Governor;  
Greg Osborn, representing the General Public;  
Mike Konz, representing the Media;  
Lance Lambdin, representing the Auditor of Public Accounts

Absent:

Ryne D. Seaman, representing the Banking Industry

Staff in attendance:

Cathy Danahy, Executive Director;  
Colleen Byelick, Legal Counsel;  
Tracy Marshall, Recording Clerk

#### **Agenda Item 2. ANNOUNCEMENT OF NEBRASKA OPEN MEETINGS ACT**

Chairman Gale 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 are located to the left of the public seating area.

#### **Agenda Item 3. NOTICE OF HEARING**

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star April 7, 2014 and on the state's website Public Meeting Calendar. The public notice and proof of publication relating to the meeting will be attached to and made a part of the meeting minutes.

#### **Agenda Item 4. ADOPTION OF AGENDA**

Mr. Stenberg moved to adopt the agenda as presented; seconded by Ms. Beno.

Voting For:	Beno Keene Stenberg	Buescher Konz	Decker Lambdin	Donley Oligmueller	Gale Osborn
Voting Against:	None				
Absent:	Seaman				

The motion carried.

**Agenda Item 5. APPROVAL OF MINUTES**

Chairman Gale asked for a motion to approve the minutes of the February 5, 2014 meeting. Mr. Stenberg moved to approve the minutes; seconded by Mr. Keene.

Voting For:	Beno Keene	Buescher Lambdin	Decker Oligmueller	Donley Stenberg	Gale
Not Voting:	Konz	Osborn			
Voting Against:	None				
Absent:	Seaman				

The motion carried.

**Agenda Item 6. PUBLIC COMMENT**

Chairman Gale asked the members of the audience if anyone wished to come forward to provide public comment on anything other than items listed on the agenda. No audience member indicated a desire to provide public comment.

**Agenda Item 7. CHAIRMAN'S REPORT**

**Agenda Item 7.a. OCIO Contract for Network Manager Request for Proposal (RFP)**

Ms. Donley moved the Board to go into closed session at 9:10 A.M. for the limited purpose of discussing and reviewing a draft of the Request for Proposal for Network Manager to manage the Nebraska.gov Network and for the protection of the public interest; seconded by Ms. Decker.

Voting For:	Beno Keene Stenberg	Buescher Konz	Decker Lambdin	Donley Oligmueller	Gale Osborn
Voting Against:	None				
Absent:	Seaman				

The motion carried.

Chairman Gale repeated the motion.

At 10:40 A.M. Ms. Donley moved that the Nebraska State Records Board adjourn from this closed session discussion of a preliminary Request for Proposal and return to the public meeting portion of the State Records Board; seconded by Mr. Oligmueller.

Chairman Gale repeated the motion.

Voting For:	Beno	Buescher	Decker	Donley	Gale
	Keene	Konz	Lambdin	Oligmueller	Osborn
	Stenberg				

Voting Against: None

Absent: Seaman

The motion carried.

**Agenda Item 7.b. Contract with OCIO for Portal Management**

Ms. Decker presented a draft Service Agreement between the Office of the Chief Information Officer and the State Records Board for assistance with the management and oversight of the state portal network manager and assistance with the administration of certain grant programs. Mr. Osborn moved to approve the agreement; seconded by Mr. Keene.

Voting For:	Buescher	Decker	Gale	Keene	Konz
	Lambdin	Oligmueller	Osborn	Stenberg	

Voting Against: Beno Donley

Absent: Seaman

The motion carried.

Ms. Decker left the meeting at 11:00 A.M.

**Agenda Item 7.c. Agreements & Addenda**

Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC introduced the following Agreements and Addenda:

**Agenda Item 7.c.1.** Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the City of Albion, Village of Adams, Village of Dalton, Village of Dorchester, City of Franklin, Village of Kenesaw, City of Milford, Scottsbluff County and the NE Board of Barber Examiners. Signed by Chairman Gale pursuant to Board authority.

**Agenda Item 7.c.2.** Addenda (PayPort) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the City of Albion (Addendum 1), Village of Adams (Addendum 1), Village of Dalton (Addendum 1), Village of Dorchester (Addendum 1), City of Franklin (Addendum 1), Village of Kenesaw (Addendum 1), City of Milford (Addendum 1), Scottsbluff County (Addendum 1). Signed by Chairman Gale pursuant to Board authority.

**Agenda Item 7.c.3.** Addenda (Real Estate Property Tax) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the Keya Paha County Treasurer (Addendum 2). Signed by Chairman Gale pursuant to Board authority.

**Agenda Item 7.c.4.** Web/Online PayPort for State Agencies. Addenda to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska Board of Barber Examiners (Addendum 1) and the Nebraska State Patrol (Addendum 3). Signed by Chairman Gale pursuant to Board Authority.

Mr. Buescher left the meeting at 11:02 A.M.

Mr. Buescher returned to the meeting at 11:07 A.M.

**Agenda Item 7.c 5.** Addendum 3 to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska Board of Public Accountancy regarding amended fees for NBPA Firm and Individual Accountant License Renewals. Mr. Dan Sweetwood, Director, Nebraska Board of Public Accountancy, testified in support of the revised fee.

Voting For:	Beno Konz	Buescher Lambdin	Donley Oligmueller	Gale Osborn	Keene Stenberg
Voting Against:	None				
Absent:	Decker	Seaman			

The motion carried.

Chairman Gale declared a recess at 11:15 A.M.

Mr. Keene left the meeting at 11:15 A.M.

Chairman Gale reconvened the meeting at 11:32 A.M.

Mr. Buescher left the meeting at 11:33 A.M.

Mr. Buescher returned to the meeting at 11:38 A.M.

Mr. Buescher left the meeting at 11:41 A.M.

Chairman Gale thanked Ms. Beno and Mr. Seaman for their 6 years of service on the board. Terms for both members will end on July 17, 2014. Chairman Gale presented Ms. Beno with a State of Nebraska Secretary of State’s Citation of Service and a state seal of Nebraska paperweight.

**Agenda Item 8. EXECUTIVE DIRECTOR’S REPORT**

**Agenda Item 8.a. NSRB Cash Fund Balance Report**

Ms. Danahy presented March, 2014 Cash Fund Balance Report. Mr. Osborn moved to accept the cash fund balance report; seconded by Mr. Konz.

Voting For:	Beno Oligmueller	Donley Osborn	Gale Stenberg	Konz	Lambdin
Voting Against:	None				
Absent:	Buescher	Decker	Keene	Seaman	

The motion carried.

**Agenda Item 8.b. NSRB State/Local Grant Project Status Report**

Ms. Danahy presented March, 2014 State/Local Grant Project Status Report.

**Agenda Item 9. ORIENTATION AND POLICIES/GUIDELINES  
SUBCOMMITTEE**

Ms. Beno, Chair, reported the Grant Review Subcommittee (Ms. Beno, Mr. Keene and Mr. Osborn) met with Brenda Decker, OCIO, to discuss grant project funding in general and GIS grant requirements. Ms. Beno said the Grant Review Subcommittee will submit a report to the board at the next meeting after further discussion and research.

**Agenda Item 10. NEBRASKA.GOV REPORTS**

**Agenda item 10.a. New VISA Transparency Rule – Update**

Meetings have taken place with the Treasurer’s staff regarding the state’s merchant account. VISA has not yet finalized their rules.

**Agenda Item 10.b. General Manager’s Report**

Mr. Brent Hoffman, General Manager, Nebraska.gov presented the 1<sup>st</sup> Quarter 2014 General Manager’s Report.

**Agenda Item 10.c. Project Priority Report**

Mr. Hoffman presented the Project Priority Report. Mr. Konz moved to approve the Project Priority Report; seconded by Ms. Beno.

Voting For:	Beno	Donley	Gale	Konz	Lambdin
	Oligmueller	Osborn	Stenberg		
Voting Against:	None				
Absent:	Buescher	Decker	Keene	Seaman	

The motion carried.

Mr. Osborn left the meeting at 12:15 P.M.

Mr. Oligmueller left the meeting at 12:25 P.M.

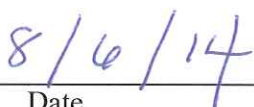
**Agenda Item 11. DATE FOR NEXT MEETING**

Chairman Gale announced the next NE State Records Board meeting will be held on Wednesday, August 6, 2014 at 9:00 A.M., Room 1507, NE State Capitol, Lincoln, NE.

**Agenda Item 12. ADJOURNMENT**

Mr. Stenberg moved to adjourn the meeting. All members present signified agreement by saying “aye”. Chairman Gale declared the meeting adjourned at 12:30 P.M.

  
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 John A. Gale  
 Secretary of State  
 State Records Administrator  
 Chairman, State Records Board

  
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 Date