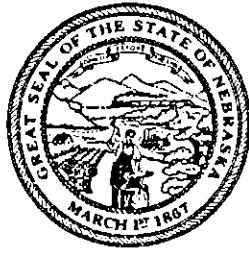


- **April**

- **28**

- **2004**



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of April 28, 2004

The meeting was called to order by Chairman John Gale at 9:00 A.M. on April 28, 2004, in Room 1507 of the State Capitol, Lincoln, Nebraska.

The following Board members were present:

John Gale, Chairman;
William Bidrowski;
Jerry Catlett;
Jeanne Herbers, representing the Auditor of Public Accounts;
Lauren Hill, representing the Governor;
Laureen Riedesel;
Ron Ross;
Steve Schafer, representing the Director of Administrative Services;
Diane Vicars.

Not present were:

Jon Bruning;
David Buelt;
Sarah Kohlhof.

The Chairman announced that the meeting notice had been published in the Lincoln Journal Star on April 19, 2004, and published on the public meetings website.

Mr. Ross moved to approve the agenda as circulated; motion seconded by Mr. Schafer.

Voting For:	Bidrowski	Catlett	Gale	Herbers
	Hill	Riedesel	Ross	Schafer
	Vicars			

Voting Against: None

Absent: Bruning Buelt Kohlhof

The motion carried.

Mr. Schafer moved to approve the minutes of the meeting of February 24, 2004; motion seconded by Mr. Ross.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against: None

Absent: Bruning Buelt Kohlhof

The motion carried.

Greg Lemon, Chief Deputy Secretary of State, reported the cash fund balance was \$851,436 at the end of March, 2004.

Mr. Lemon presented the Grant Project Status Report for the Second Quarter 2004.

Beverly Neth, Director of Motor Vehicles, and Keith Dey, Information Systems Manager, reported on the Vehicle Title and Registration system, and demonstrated the Motor Vehicles homepage and website for the Board.

Greg Lemon presented the report of the SCA-0261 Contract Implementation Subcommittee for the new contract for the Nebraska@ Online Network Manager. After discussion by the Board, Ms. Hill moved to create the Contract Operations Subcommittee with at least three Board members and such other ex officio members as may be required; motion seconded by Mr. Ross.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against: None

Absent: Bruning Buelt Kohlhof

The motion carried.

Ms. Hill, Mr. Schafer, and Mr. Bidrowski volunteered to serve on the Contract Operations Subcommittee. After discussion, Ms. Riedesel moved to approve these volunteers and to authorize Chairman Gale to appoint such other ex officio members as may be required; motion seconded by Mr. Ross.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against: None

Absent: Bruning Buelt Kohlhof

The motion carried.

Chairman Gale appointed Greg Lemon and Keith Dey as ex officio members of the Contract Operations Subcommittee.

The Chairman opened discussion of the Contract Implementation Recommendations. Mr. Ross moved to approve Recommendation 1, regarding Approval of Contractor Personnel; motion seconded by Ms. Herbers.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against:	None
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Absent:	Bruning	Buelt	Kohlhof
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The motion carried.

Mr. Ross moved to approve Recommendation 2, regarding the 90% Revenue Provision, with full Board approval of policy and guidelines; motion seconded by Ms. Hill.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against:	None
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Absent:	Bruning	Buelt	Kohlhof
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The motion carried.

Mr. Schafer moved to approve Recommendation 3, regarding the Tiered Revenue Split, requiring information on the tiered structure or justification for a non-tiered structure; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against:	None
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Absent:	Bruning	Buelt	Kohlhof
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The motion carried.

Mr. Ross moved to approve Recommendation 4, regarding Management Reports, to require the Business Plan and Marketing Plan be presented to the Board by January 1, each year, starting in 2005; motion seconded by Ms. Hill.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
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Voting Against:	None
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Absent:	Bruning	Buelt	Kohlhof
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The motion carried.

Mr. Ross moved to approve Recommendation 5, regarding Project Management, to require the Contract Operations Subcommittee to recommend changes to the Board regularly for the Board's approval or amendment; motion seconded by Mr. Catlett.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried.

Mr. Schafer moved to approve Recommendation 6, regarding Corporate Support; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried.

Mr. Schafer moved to table Recommendation 7, regarding Program Logs/Reports, for consideration by the Contract Operations Subcommittee; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried, and Recommendation 7 was tabled.

Mr. Ross moved to table Recommendation 8, regarding Peer Review, for consideration by the Contract Operations Subcommittee; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski Hill Vicars	Catlett Riedesel	Gale Ross	Herbers Schafer
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried, and Recommendation 8 was tabled.

Chairman Gale announced that Item IV, Review of Current Board Policy and Practice, would be a separate agenda item for a future Board meeting.

The Local Government Grant Subcommittee, consisting of Mr. Schafer, Mr. Catlett, and Mr. Lemon, presented their report. The Board reviewed the proposed letter regarding these grants. The last sentence in paragraph 2 was changed to read, "The Board is considering allocating \$75,000 per year for the local government grant program." The first sentence in paragraph 4 was changed to read, "In order to help us in achieving these goals we are soliciting the input from the League of Municipalities and your organization (adjust for letter to the League), in developing the detailed criteria for the grants."

Kate Witek arrived at the meeting, and Jeanne Herbers departed.

Ms. Witek moved to approved the local government grant letter with the suggested changes; motion seconded by Mr. Schafer.

Voting For:	Bidrowski Riedesel Witek	Catlett Ross	Gale Schafer	Hill Vicars
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried.

Mr. Ross moved to create a Budget Subcommittee of at least three members to be appointed by the Chairman; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski Riedesel Witek	Catlett Ross	Gale Schafer	Hill Vicars
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried.

Chairman Gale appointed Mr. Ross, Mr. Catlett, and Ms. Witek to the Budget Committee.

Rod Armstrong presented the Nebrask@ Online General Manager's Report. Mr. Schafer moved to approve the Project Priority List; motion seconded by Mr. Bidrowski. .

Voting For:	Bidrowski Riedesel Witek	Catlett Ross	Gale Schafer	Hill Vicars
Voting Against:	None			
Absent:	Bruning	Buelt	Kohlhof	

The motion carried.

Chairman Gale opened discussion of a grant application for \$25,000.00, from the Department of Natural Resources, for the Geospatial Data Clearinghouse. Rex Gittins, Information Technology Supervisor, testified in favor of this grant application. Mr. Schafer moved to approve this grant; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski Riedesel Witek	Catlett Ross	Gale Schafer	Hill Vicars
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Voting Against:	None
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Absent:	Bruning	Buelt	Kohlhof
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The motion carried.

Mr. Catlett departed from the meeting.

Chairman Gale opened discussion of a grant application for \$25,000.00, from the Chief Information Officer, for Interactive Licensing Phase IV; a grant application for \$15,000.00, from the Chief Information Officer, for Public Meeting Calendar Upgrade; and a grant application for \$16,500.00, from the Chief Information Officer, for Business Forms Search Upgrade. Steve Schafer, Chief Information Officer, testified in favor of these grant applications. Mr. Ross moved that these grants be approved; motion seconded by Ms. Witek. .

Voting For:	Bidrowski Ross	Gale Vicars	Hill Witek	Riedesel
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Voting Against:	None
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Not Voting:	Schafer
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Absent:	Bruning	Buelt	Catlett	Kohlhof
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The motion carried.

Chairman Gale opened discussion of a contract addendum to allow Nebraska Interactive to change from a 'C' Corporation to Limited Liability Company. Ms. Hill moved to approve this addendum and to execute it when appropriate; motion seconded by Ms. Witek. .

Voting For:	Bidrowski Ross	Gale Schafer	Hill Vicars	Riedesel Witek
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Voting Against:	None
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Absent:	Bruning	Buelt	Catlett	Kohlhof
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The motion carried.

No other business appearing before the Board, Ms. Witek moved that the meeting be adjourned; motion seconded by Ms. Vicars.

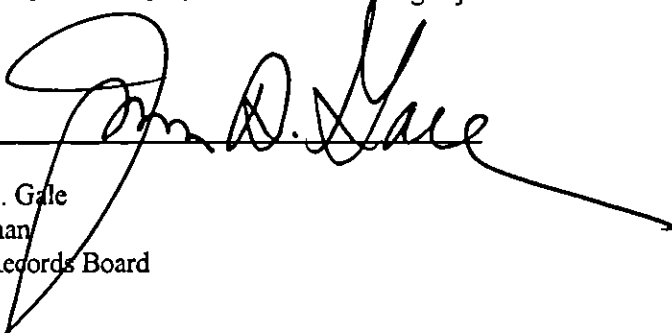
Voting For:	Bidrowski Ross	Gale Schafer	Hill Vicars	Riedesel Witek
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Voting Against:	None
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Absent:	Bruning	Buelt	Catlett	Kohlhof
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The motion carried.

Chairman Gale declared the meeting adjourned at 1:20 P.M.



John A. Gale
Chairman
State Records Board