

**NEBRASKA STATE RECORDS BOARD
MEETING: September 30, 1999**

Nebraska State Capitol
Room 1507
Lincoln, NE
September 30, 1999
9:00 A.M.

SCOTT MOORE
SECRETARY OF STATE

SUITE 2300 CAPITOL BUILDING
LINCOLN NEBRASKA 68509-4608
PHONE (402) 471-2554
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STATE OF NEBRASKA

NEBRASKA STATE RECORDS BOARD
AGENDA
1507 STATE CAPITOL
September 30, 1999 - 9:00 A.M.

1. Call to Order, Roll Call
2. Notice of Hearing (Lincoln Journal Star, 9/25/99)
3. Approval of Minutes from July 16th meeting
4. Records Management Cash Fund Balance
5. Update--E-Commerce Conference
6. Drivers Record Monitoring Service--Update Report
7. Grant Process for Services to Improve the State's Information Network
 - a. Scope of Grants and Applicable Projects
 - b. Review Process
 - c. Records Cash Available for Grants
 - d. Final Approval of Grant Forms
8. Miscellaneous Matters
9. Schedule Next Meeting
10. Adjournment



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of July 16, 1999

The meeting was called to order by Chairman Scott Moore at 1:00 P.M. on July 16, 1999, in Room 1507 of the State Capitol, Lincoln, Nebraska.

The following Board members were present:

Scott Moore, Chairman;
John Dale;
Jeff Funk;
David Heineman;
Lauren Hill, representing the Governor;
Ormaun Lewis, representing the Auditor of Public Accounts;
Lori McClurg;
Kathy Nathan;
Don Stenberg;
Mark Sutko.

Not present were:

Terri Harder;
Craig Schroeder.

Chairman Moore noted that the legal notice of hearing was published in the July 12, 1999, Lincoln Journal Star.

The minutes of the meeting of June 24, 1999, were considered. Mr. Heineman moved that the minutes be approved as circulated; motion seconded by Ms. McClurg.

Voting For:	Dale	Funk	Heineman	Hill
	Lewis	McClurg	Moore	Nathan
	Stenberg			

Voting Against: None

Absent: Harder Schroeder

The motion carried.

Scott Moore reported that the mid-month cash balance of the State Records Board account in the Records Management Cash Fund was \$332,260.

Craig Schroeder arrived at the meeting.

Chairman Moore opened the public hearing on the Department of Motor Vehicles Driver's Record Monitoring Services Fees. Ed Wimes, Director of the Department of Motor Vehicles, introduced the department's proposal and indicated that this proposal would work best for the state and for the service users. Betty Johnson, Department of Motor Vehicles, provided some cost comparisons with other states. Philip Casey, General Manager of Explore Information Services, introduced his letter of July 8, 1999, and requested that the board delay their decision so that the Department of Motor Vehicles, Explore, and any other interested parties could supply more information to the board. After further discussion, Chairman Moore closed the public hearing. Mr. Heineman moved that the Department of Motor Vehicles proposal be approved as presented; motion seconded by Mr. Sutko.

After further discussion, Mr. Funk moved to table the Heineman motion to approve; motion to table seconded by Mr. Schroeder.

Voting For:	Funk	Moore	Stenberg	
Voting Against:	Dale Nathan	Heineman Schroeder	Hill Sutko	McClurg
Not Voting:	Lewis			
Absent:	Harder			

The motion to table failed.

Chairman Moore called for a vote on the Heineman motion to approve the proposal.

Voting For:	Dale Moore	Heineman Nathan	Hill Schroeder	McClurg Sutko
Voting Against:	Funk	Lewis	Stenberg	
Absent:	Harder			

The motion to approve carried.

Mr. Stenberg presiding.

Greg Lemon introduced the proposed Agreement for Electronic Access to Secretary of State, Uniform Commercial Code Division data related to lien information by debtor location, and answered questions for the board. After discussion, Mr. Schroeder moved that the proposed agreement be approved as presented; motion seconded by Mr. Heineman.

Voting For:	Dale Lewis Stenberg	Funk McClurg Sutko	Heineman Nathan	Hill Schroeder
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Voting Against: None

Not Voting: Moore

Absent: Harder

The motion carried.

Chairman Moore presiding.

Ms. McClurg updated the board on the subcommittee's plans for the e-government conference. The conference will be held at the Cornhusker Hotel on the afternoon of September 30, 1999, and repeated on the morning of October 1, 1999. It will be jointly sponsored by the Governor, the State Records Board, and the Nebraska Information Technology Commission.

Chairman Moore opened discussion of the Proposal to Utilize the Nebraska State Records Board Cash Fund to Enhance the Delivery of State Agency Services via Nebrask@ Online, and discussed the changes from the preliminary proposal presented to the board in June. After discussion, Mr. Sutko moved that the proposal be approved; motion seconded by Mr. Dale.

Voting For:	Dale Lewis Schroeder	Funk McClurg Stenberg	Heineman Moore Sutko	Hill Nathan
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Voting Against: None

Absent: Harder

The motion carried.

Chairman Moore announced that the committee to draft the grant procedures will consist of Ms. McClurg, Mr. Schroeder, Mr. Moore, Mr. Heineman, Mr. Funk, and staff.

Sam Somerhalder, General Manager of Nebrask@ Online, introduced Rod Armstrong as his successor as General Manager.

Chairman Moore announced that the next meeting of the board will be at 9:00 A.M. on September 30, 1999.

Ms. McClurg moved that the meeting be adjourned; motion seconded by Mr. Funk.

Voting For:	Dale	Funk	Heineman	Hill
	Lewis	McClurg	Moore	Nathan
	Schroeder	Stenberg	Sutko	

Voting Against: None

Absent: Harder

The motion carried.

Chairman Moore declared the meeting adjourned at 3:12 P.M.



Scott Moore
Chairman
State Records Board

Records Management Cash Fund-Records Board
As of Sept 27, 1999
Cash Balance.

Jun-97	\$1,023
Jul-97	\$9,761
Aug-97	\$20,525
Sep-97	\$44,422
Oct-97	\$65,453
Nov-97	\$84,819
Dec-97	\$91,339
Jan-98	\$110,133
Feb-98	\$129,437
Mar-98	\$152,483
Apr-98	\$308,797
May-98	\$112,201
Jun-98	\$192,697
Jul-98	\$204,592
Aug-98	\$380,842
Sep-98	\$159,765
Oct-98	\$247,925
Nov-98	\$395,966
Dec-98	\$258,879
Jan-99	\$269,551
Feb-99	\$289,373
Mar-99	\$289,781
Apr-99	\$301,502
May-99	\$311,020
Jun-99	\$316,890
Jul-99	\$331,877
Aug-99	\$349,841
Sep-99	\$375,355

E-Government Conference Reservation List

September 30, 1999 - 1:30-4:30PM

Nebraska Center for Continuing Education

Dennis Johnk 1-0365
DAS-Transportation Services Bureau

Rod Wagner 1-4001
Library Commission

Lyn Heaton 1-4181
DAS-Budget Division

Lori Maret 1-2327
Senator Quandahl

Vicki Powell 1-1971
Governor

Rob Logsdon 1-0211
Public Service Commission

Nancy Busch 1-4002
Library Commission

Ron Riethmuller 479-5903
Correctional Services

Brendon Polt 1-4180
DAS-Budget Division

Amanda King 1-2715
Senator Schimek

Colonel Nesbitt 479-4931
State Patrol

Gary Pavel 1-0600
DAS-Accounting Division

Ron Carlson 1-0619
DAS-Accounting

Beth Goble 1-4017
Library Commission

Betty Hladky 1-2526
DAS-Budget Division

Cliff Privatt 479-5903
Correctional Services

Anna Sullivan 1-9481
Retirement Systems

Heidi Burklund 1-2004
Real Estate Commission

Leslie Donley 1-2404
DAS-Risk Management

Dave Spatz 1-4179
DAS-Budget Division

Lauren Hill 1-2576
Governor's Policy Research Office

Gerry Oligmueller 1-2526
DAS-Budget Division

Pat Shaffer 1-2742
Governor's Policy Research Office

Inga Hookstra 479-5903
Correctional Services

Jean Dale 1-4178
DAS-Budget Division

Brenda Decker 1-3717
DAS-Division of Communications

Doni Peterson 1-2404
DAS-Materiel Division

Major Bryan Tuma 479-4931
State Patrol

Wes Mohling 1-0601
DAS-Accounting Division

Steve Lortz 1-0621
DAS-Accounting

Bruce Fischer 479-5227
Health & Human Services

Bill Wood 1-4106
DAS-Employee Relations

Tim Wagner 1-3555
Insurance

Tom Lamberson 1-4231
Economic Development

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Kent Penney 1-2371
Aeronautics

Bob Richter 1-2371
Aeronautics

Mary Messman 1-4892
Liquor Control Commission

Mahendra Bansal 1-3964
Natural Resources Commission

Mary Jo Ryan 1-3434
Library Commission

Dennis Oelschlager 1-4155
Racing Commission

Tom Bergquist 1-0062
Legislative Fiscal Office

Scott Danigole 1-0055
Legislative Fiscal Office

Mike Lovelace 1-0050
Legislative Fiscal Office

Dan Parker 1-2458
Veterans Affairs

Cathy Wann 1-9478
Fire Marshal

Kathe Nathan 402/721-5833
Records Board

Tom Conroy 1-2066
DAS - IMServices

Claudia Lindley 1-2731
Senator Rakes

Cathy Danahy 1-2745
SOS-Records Management

Bill Ptacek 1-2745
SOS-Records Management

John Clark 1-4304
Education

Ron Melbye 1-3047
DAS - Task Force for Bldg Renewal

Billie Frost 1-2371
Aeronautics

Andre Aman 1-2371
Aeronautics

Tim Frankforter 1-4889
Liquor Control Commission

Bob Shanahan 1-2518
Labor

Dick Nelson 1-8566
HHS-Regulation & Licensure

Jeff Funk 308/381-9454
Records Board

Michael Calvert 1-0059
Legislative Fiscal Office

Jeanne Glen 1-1056
Legislative Fiscal Office

Janet Land 1-2458
Veterans' Affairs

Ken Winters 1-9478
Fire Marshal

Lori Lloyd 1-9478
Fire Marshal

Joe Steele 1-2755
Supreme Court

Steve Stanec 308/763-2930
Brand Committee

Dawn Ford 308/763-2930
Brand Committee

Bev Preble 308/763-2930
Brand Committee

Barb Biffle 479-4512
Roads

Erich Strack
Accountability & Disclosure

Roger Hahn 436-5020
NE Information Network

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Liz Pruitt 479-5411
HHS-Regional Center

Steve Schafer 1-4385
DAS - Chief Information Officer

Rick Becker 1-7984
DAS - Office of the CIO

Anne Byers 1-3805
DAS - Office of the CIO

Curt Beck 1-3385
Labor

Yana Beranek 1-2715
Senator Robak

Merlyn Carlson 1-6804
Agriculture

Sam Baird 1-2171
Banking

Gary Ryken 1-3900
Motor Vehicles

Ron Ross 1-9106
HHS

Lori McClurg 1-2331
DAS - Director

Michael Winkle 472-9333, X 321
NITC Executive Director

Tom Rolfes 1-7969
DAS - Office of the CIO

Lori Lopez-Urdiales 1-3859
DAS - Office of the CIO

John Dale 441-8511
Records Board

Kevin Keller 1-0655
DAS-IMServices

Lavern Goens 1-8064
DAS-IMServices

Fred Zwonechek 1-3900
Motor Vehicles

Keith Dey 1-3900
Motor Vehicles

E-Government Conference Reservation List

October 1, 1999 - 9:00AM-Noon

Nebraska Center for Continuing Education

William Jackson 1-2148
Motor Vehicle Licensing Board

Allen Curtis 1-2194
Crime Commission

Dr. Pearl VanZandt 1-8101
Visually Impaired

Debbie Jacobson 1-4892
Liquor Control Commission

Steve Rathje 1-3965
Natural Resources Commission

Noelyn Isom 1-0641
Game & Parks

Troy Kroeger 1-0641
Game & Parks

Alan Wibbels 308/865-5664, Xt. 232
Education

Nancy Kyser 1-2622
Senator Jim Jensen

Les Tyrrell 1-2004
Real Estate Commission

Jon Ogden 479-4561
Roads

Mary Jane Egr 1-5604
Revenue

Chuck Fisher 1-5604
Revenue

Harold Clarke 479-5903
Correctional Services

Tim Dempsey 1-2522
Accountability & Disclosure

Al Wendstrand 1-3746
Economic Development

Senator Byars 1-2620

Mike Overton 1-3992
Crime Commission

Kim Davis 1-2616
Senator Matzke

Carlos Seran 1-8101
Visually Impaired

Sylvia Njos 1-4892
Liquor Control Commission

Corey Cashmere 1-3968
Crime Commission

Terry Majewski 1-0641
Game & Parks

Senator Pam Redfield 1-2623

Mike McCrory 1-2833
DAS-State Personnel Division

Kim Fosler 1-4155
Racing Commission

Monica Wade 1-2004
Real Estate Commission

Catherine Lang 1-5919
Property Tax

Tammy Barry 1-2712
Senator Bohlke

Brian Catlin 1-5604
Revenue

Steve King 479-5903
Correctional Services

Mike Justus 1-7385
DAS-NIS Project

Pat McCormally 1-4175
DAS-Budget Division

Charles Nelson 1-2021
Engineers & Architects

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Laurie Weber 1-2726
Senator Kristensen

Terry Carlson 1-3550
Electrical Board

Rick Varnica 308/385-6049
Crime Commission

Jeanne Herbers 1-2111
Auditor

Mary Jo Hall 479-4512
Roads

Tom Conroy 1-2066
DAS - IMServices

Bruce Wigodsky 1-8779
Secretary of State

Tanner Graham 1-2698
Rural Development Commission

Becky Kohrs 1-2505
State College System

Kathleen Bogenreif 1-4061
Equal Opportunity Commission

Jeanette Lee 1-4936
Banking

Senator Robak 1-2715

General Heng 1-7100
Military

Fran Laden 1-7100
Military

Harold Bradley 1-1040
DAS-NIS Project

Jon Hawkins 308/385-6049
Crime Commission

Dennis Burling 1-4231
Environmental Quality

Tim Wais 479-4671
Roads

Jo Voelker 1-5637
Revenue

Patty Richard 1-2238
DAS - Director's Office

Michele Fagan 1-4184
SOS-Records Management

Jo Lowe 1-2698
Rural Development Commission

Dr. Barbara Ramsey 479-5388
HHS-Regional Center

Lori McClurg 1-2331
DAS - Director

Kevin Keller 1-0655
DAS-IMServices

Lavern Goens 1-8064
DAS-IMServices

Dorest Harvey 633-7134
NITC Board

Frank Daley 1-2522
Accountability & Disclosure

SCOTT MOORE
SECRETARY OF STATE

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STATE OF NEBRASKA

TO: State Agency Directors
FROM: Scott Moore, Chairman, Nebraska State Records Board
RE: State Records Board Grants
DATE: 9/16/99

The Nebraska State Records Board is pleased to announce that the Board is sponsoring a grant program for one time funding of small projects aimed at improving electronic access to state government information. State agencies wishing to apply for these grants should first contact [Nebrask@ Online](mailto:Nebrask@Online) to establish feasibility and scope of the project and then fill out the attached grant application.

Projects requesting funding must meet criteria #1 (in addition, criteria #2-5 will be considered when reviewing funding requests):

- 1) Enhance the delivery of state agency services and improve access to those services.
- 2) Improve the efficiency of agency operations.
- 3) Facilitate collaboration among State agencies.
- 4) Facilitate collaboration between State agencies and other public institutions.
- 5) Support public/private partnerships in the delivery of public services.

Proposals should document the anticipated impact upon the agency in terms of operation and budget. Proposals should also address why Records Management Cash funding is needed for the project and how the service will be sustained once the funds are expended. Proposals related to fee-based services should describe what impact, if any, the fee may have upon rebuilding the State Records Cash Fund, and, if approved, must follow the hearing procedure for establishing fee based services established in the Records Management Act. Proposals should document if legislative approval is required for the project.

Grant applications will be taken on an as received basis and reviewed by the Board at their quarterly meetings.

Feel free to contact Greg Lemon in my office (glemon@mail.state.ne.us; 471-8606) if you have further questions about the process.

**Nebraska State
Records Board
State Capitol, Suite 2300
Lincoln, NE 68509**

**Scott Moore
Chairman
(402) 471-8606
<http://www.nol.org>**



APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION

Agencies desiring grants from the Nebraska State Records Board for projects to improve access to state government information should complete this application and follow any procedures outlined in this application and any accompanying materials.

1. Name of agency applying for grant _____

2. Title or brief description of project _____

3. Grant request amount \$ _____

4. Will there be a fee for accessing records associated with this project? _____

5. If yes, provide any statutory reference or authorization for the fee _____

6. Please describe the project in detail (you may attach this description)

7. Please describe whom the beneficiary or recipient of this service will be

8. Estimated timeline for implementation _____

9. Agency contribution to project (labor, equipment etc.) _____

10a. Has this project ever been submitted as a budget request? _____

10b. Does the project require additional statutory authority (legislative changes)? _____

10c. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?

11. Please describe how this project will enhance the delivery of state agency services or access to those services (you may attach a separate sheet if needed)

12. Please describe how this project will 1) Improve the efficiency of agency operations; 2) Facilitate collaboration among state agencies; 3) Facilitate collaboration between state agencies and other public institutions; Support public/private partnerships in the delivery of public services (you may respond to any or all of these criteria in your answer, attach additional pages if needed)

13. Contact person for any questions regarding this application _____

phone # _____ **E-mail** _____

Signed this _____ **day of** _____, _____

Agency Director