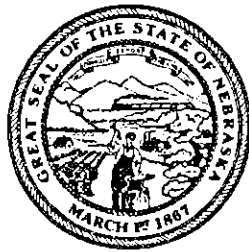


- **April**

- **18**

- **2006**



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of April 18, 2006

The meeting was called to order by Chairman John Gale at 9:03 A.M. on April 18, 2006, in Room 1507 of the State Capitol, Lincoln, Nebraska and the Roll Call was taken.

The following Board members were present:

John Gale, Chairman;
William Bidrowski;
Dave Buelt;
Jerry Catlett;
John Curry;
Brenda Decker, representing the Director of Administrative Services;
Leslie Donley, representing the Attorney General;
Jeanne Herbers, representing the State Auditor;
Lauren Hill, representing the Governor;
Laureen Riedesel;
Diane Vicars;
Scott Yank, representing the State Treasurer

Chairman Gale announced that the meeting notice had been published in the Lincoln Journal Star on March 17, 2006.

An amended agenda was presented to include an 'emergency item', item 5 b., State Agency Grant Application, Webster County Assessor's Office – Webster County Tax Sifter Parcel Search (\$5,000). Mr. Buelt moved to amend the agenda; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Decker	Donley	Gale	Herbers
	Hill	Riedesel	Vicars	Yank

Voting Against: None

The motion carried.

Ms. Decker moved to approve the amended agenda; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Decker	Donley	Gale	Herbers
	Hill	Riedesel	Vicars	Yank

Voting Against: None

The motion carried.

Ms. Decker moved to approve the March 8, 2006 meeting minutes; motion seconded by Mr. Curry.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Decker	Donley	Gale	Herbers
	Hill	Riedesel	Vicars	Yank

Voting Against: None

The motion carried.

Mr. Ptacek opened a discussion regarding the Real Estate Appraiser Board – Redesign of Website and Appraisers Database (\$25,000) grant application. Ms. Decker reported the technical committee supports the application. Ms. Jill Ekstein, Director of the Real Estate Appraiser Board, gave an overview of the project. Mr. Buelt moved to approve the grant; motion seconded by Ms. Hill.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against: None

Not Voting: Decker

The motion carried.

Mr. Ptacek opened a discussion regarding the Webster County Assessor's Office – Webster County Tax Sifter Parcel Search (\$5000) grant application. Ms. Tricia Allen, Webster County Deputy County Assessor gave an overview and answered questions. Ms. Decker indicated the technical committee has not reviewed the application and expressed concern regarding the project meeting the state's technology access clause. The application included an additional year of software maintenance which should be in the county budget. Mr. Curry moved to approve the grant application for \$3,000 and that the project be reviewed and approved by the technical committee ensuring it meet NITC standards; Mr. Buelt seconded the motion.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Decker	Donley	Gale	Herbers
	Hill	Riedesel	Vicars	Yank

Voting Against: None

The motion carried.

Mr. Ptacek reported on the Records Management Cash Fund Balance. He indicated the March transactions will post in April leaving February a much more realistic report on where funds stand.

Mr. Ptacek gave the Grant Status Report and suggested the consideration of a cancellation of unused grant monies at some point in time.

Mr. Ptacek gave the Reinvested Revenue Report.

Mr. Gale reported on Board staffing issues and indicated the Legislature denied the \$30,000 request for PSL. He indicated the Board has contract authority to develop a contract for Board assistance. He had a conversation with Ms. Decker and they determined IM Services would be able to provide the Board with technical assistance at a medium skill level at the rate of \$56 per hour. This contracted position would provide technical review of major projects. Mr. Gale reported he would return to the Board with an estimated budget at the next meeting.

Mr. Gale reported on the Peer Review Report. The report was distributed for discussion at the next meeting.

Ms. Decker departed from the meeting.

Mr. Moravec gave the General Counsel's report. He indicated he had a discussion with Paul Carlson, DAS Accounting Administrator, regarding the NSRB grant award process. Mr. Carlson said the grant award should be paid out up front and any money unused be returned at the end of the project according to DAS guidelines. Mr. Moravec said specific guidelines need to be developed on timelines and periodic reporting by grantees. Ms. Hill and Ms. Herbers questioned the process of awarding of the monies up front. Ms. Hill, Ms. Herbers, Mr. Moravec and Mr. Carlson will get together and compile more specific information on this issue.

Mr. Moravec reported on the Web Cookie Policy. There appears to be some discrepancy between the NSRB cookie policy and the cookie policy proposed by the NITC. Mr. Ptacek will find the original NSRB cookie policy and Ms. Decker and Mr. Gale will work together regarding who has the authority to create the policy and report back to the Board at the next meeting.

Mr. Moravec reported on the Identity Theft issue Mr. Greg Lemon had been researching before his contract ended. Mr. Stevenson (Nebraska.gov) indicated the NE Department of Motor Vehicles is wishing to draft an amendment to the existing agreement with Nebraska.gov and will start that initiative and report back in July, 2006.

Mr. Moravec reported on LB898, the Open Meeting statute. He indicated the agenda needs to be in more detail, that individuals do not need to be present to object; that an issue can be challenged later. He also indicated a copy of the Open Meetings Act should be posted at every meeting. He recommended the NSRB begin to conform to this procedure.

Chairman Gale called a 10 minute break at 11:00 A.M.

Chairman Gale reconvened the meeting at 11:12 A.M.

Chairman Gale indicated he and Ms. Hill had a discussion during the break regarding the cookie policy. Ms. Hill said the NITC needed a cookie policy to cover agencies the NSRB may not deal with, supplementing those not included in our policy. The NSRB needs to upgrade their cookie policy and a report will be made at the next meeting.

Returning to item 6, b, it was recommended an update from the grantees who have not reported the spending (or complete spending) of their awarded money be asked for a report/update. This information will be shared at the next Board meeting.

Chairman Gale began a public hearing on contract addenda at 11:20 a.m. in Room 1507, State Capitol. Mr. Ptacek presented the NAC Addendum Five, NSFM Addendum Two and NSFM Addendum Three. These addenda include fee pricing structure that if approved, must be approved by the Legislature within 18 months. Mr. Gale asked if anyone present was "for" or "opposed". Hearing none, Mr. Gale asked if anyone was either neutral or needed further discussion. Hearing none, Ms. Vicars moved to close the public hearing; motion seconded by Ms. Riedesel.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against: None

Absent: Decker

The motion carried.

Mr. Bidrowski motioned to approve NAC Addendum Five, NSFM Addendum Two and NSFM Addendum Three; motion seconded by Ms. Herbers.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against: none

Absent: Decker

The motion carried.

Mr. Brian Stevenson, General Manager, Nebraska.gov, gave the General Manager's Report.

Mr. Stevenson presented the Project Status Report. Ms. Riedesel motioned to approved the Project Status Report; motion seconded by Mr. Bidrowski.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against:

Absent: Decker

The motion carried.

Mr. Stevenson presented the 2006 Business Plan. Mr. Buelt motioned to approve the 2006 Business Plan; motion seconded by Ms. Hill.

Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against: None

Absent: Decker

The motion carried.

Mr. Stevenson announced the annual NIC Partners Meeting will be held in Denver, Colorado August 8-11, 2006. Chairman Gale indicated that if any Board member was interested in attending, the appropriation was available.

Chairman Gale announced the term for Mr. Buelt, a dedicated Board member, would expire July 16, 2006.

The next Board meeting will be held on Thursday, July 20, 2006 in the morning.

No further business appearing before the Board, Ms. Donley moved to adjourn; motion seconded by Mr. Catlett.

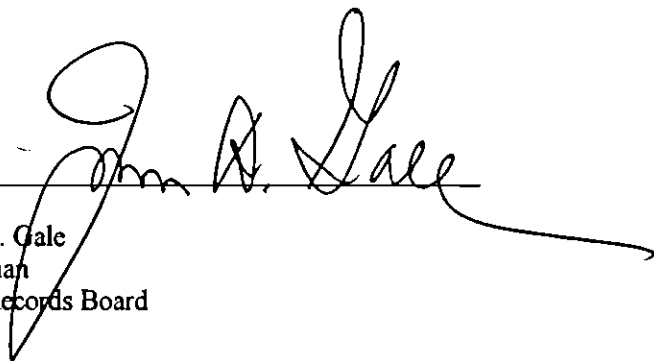
Voting For:	Bidrowski	Buelt	Catlett	Curry
	Donley	Gale	Herbers	Hill
	Riedesel	Vicars	Yank	

Voting Against: None

Absent: Decker

The motion carried.

Chairman Gale declared the meeting adjourned at 12:15 P.M.



John A. Gale
Chairman
State Records Board