



## NEBRASKA STATE RECORDS BOARD

### MINUTES

#### Meeting of December 18, 2020

**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 1:30 p.m. on December 18, 2020.

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

Robert B. Evnen, Secretary of State, State Records Administrator and Chairperson;  
Lt. Governor Mike Foley, representing the Governor;  
Russ Karpisek, representing the Auditor of Public Accounts;  
Jason Jackson, the Director of Administrative Services;  
Leslie Donley, representing the Attorney General;  
John Murante, State Treasurer;  
Walter Weir, representing the General Public;

Members absent:

Tony Ojeda, representing the Insurance Industry;  
Angela Stenger, representing the Media

Vacant member positions:

Representative of the Legal Profession  
Representative of the Libraries  
Representative the Banking Industry

Staff in attendance:

Colleen Byelick, Chief Deputy and General Counsel, Secretary of State  
Ashley Elledge, Recording Clerk

**Agenda Item 2. ANNOUNCEMENT OF OPEN MEETINGS ACT.** After confirming that a quorum was present, 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 are located to the left of the Chairperson or to the right of the public seating area.

**Agenda Item 3. NOTICE OF MEETING.** The Chairperson announced that public notice of the meeting was duly published in the Lincoln Journal Star on November 25, 2020, and on the state's public meeting calendar website. 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.** The Chairperson brought to the Board’s attention the adoption of the agenda. Mr. Weir moved to approve the Agenda as presented. Mr. Murante seconded the motion. Mr. Foley reiterated that the materials for the meeting need to be submitted to the members three weeks prior to the meeting.

Voting For: Evnen Foley Jackson Donley Weir  
Karpisek Murante

Voting Against: None

The motion carried.

**Agenda Item 5. APPROVAL OF MINUTES.** The Chairperson circulated revisions to page three of the draft minutes. Ms. Byelick explained the revisions. The Chairperson asked for a motion to approve the minutes of the September 2, 2020 meeting. Mr. Murante moved to approve the draft minutes as revised, Ms. Donley seconded the motion. There was no further discussion.

Voting For: Evnen Foley Jackson Donley Weir  
Karpisek Murante

Voting Against: None

The motion carried.

**Agenda Item 6a. APPROVAL OF FINANCIAL REPORT.** Colleen Byelick, Chief Deputy and General Counsel for the Secretary of State provided an overview of the September 30, 2020 Cash Fund Balance Report. Chairman Evnen explained how some of the funds would be used for the move of the State Records Center. Mr. Foley moved to approve the Cash Fund Balance report. Mr. Karpisek seconded the motion. There was no further discussion.

Voting For: Evnen Foley Jackson Donley Weir  
Karpisek Murante

Voting Against: None

The motion carried.

**Agenda Item 7. PUBLIC COMMENT.** The Chairperson asked if anyone wished to provide public comment to the Board. No public member indicated a desire to provide public comment.

**Agenda Item 8. NEW BUSINESS**

**Agenda Item 8.a. Nebraska Interactive re-branding discussion:** Mr. Hoffman explained that NIC was rebranding all 28 states to start with “NIC” followed by the name of the state. Mr. Hoffman indicated the purpose was for NIC to demonstrate their predominance in the online government industry across states. Mr. Hoffman indicated that the corporate name of Nebraska Interactive, LLC was not changing but “NIC Nebraska” had been filed as a trade name for the company.

**Agenda Item 8.b. Approve revised template documents:** Revised template document for Business Payment Processing, Citizen Payment Processing, Event Registration, Payport, Real Estate Tax Payment Processing, the Electronic Government Service Level Agreement and the Statement of Work were presented to the Board. Chairman Evnen explained that the templates were changed to reflect the re-branding of Nebraska Interactive. Chairman Evnen explained that the Statement Of Work (SOW) template was also changed to correct referencing errors and to correct a payment term in the SOW. The Chairperson asked for a motion to approve the revised template documents. Mr. Foley moved to approve the template documents, Mr. Weir seconded the motion.

Voting For:            Evnen            Foley            Jackson            Donley            Weir  
                                 Karpisek            Murante

Voting Against:        None

The motion carried.

**Agenda Item 9.a. Review of Template Agreements:** Ms. Byelick indicated the EGSLA's, Citizen Payment Processing, Business Payment Processing, PayPort, and SOW's that were signed pursuant to Board Authority.

**Agenda Item 9.b. Review of Project Status Reports:** Ms. Byelick presented information related to the status of various active projects based upon feedback from the state agency partners.

**Agenda Item 9.c. Second Amendment to the Contract – Business Plan:** Ms. Byelick provided a copy of the Second Amendment to the Portal Contract regarding the business plan as authorized by the Board at the September 2, 2020 meeting.

**Agenda Item 10. NEBRASKA INTERACTIVE REPORTS.**

**Agenda Item 10.a. Project Priority Report Q3:** Mr. Hoffman provided a brief overview of the report and explained the target dates/launch dates. Ms. Donley moved to approve the Project Priority Report, which was seconded by Mr. Weir. There was no further discussion.

Voting For:            Evnen            Foley            Karpisek            Jackson            Donley  
                                 Weir                    Murante

Voting Against:        None

The motion carried.

**Agenda item 10.b. Nebraska Interactive LLC Business Plans for 2021:** Mr. Hoffman presented the business plan for 2021 and answered questions from the Board regarding the plan. Lt. Governor Foley indicated concerns with respect to portions of the plan that indicated fee increases. Several other Board members indicated concerns with the plan. The Chairperson requested a motion to accept the business plan and indicated that amendments could be made to reject certain portions of the plan. Ms. Donley moved to accept the Nebraska Interactive LLC Business Plan for 2021, Mr. Evnen seconded the motion.

Voting For: Donley

Voting Against: Evnen      Foley      Karpisek      Jackson      Weir  
 Murante

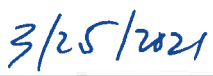
The motion did not carry. Chairman Evnen requested Mr. Hoffman consider the Board discussion and submit a revised Business Plan for 2021 at the next meeting.

**Agenda Item 10.c. General Manager’s Report:** Mr. Hoffman indicated that Iowa had returned to NIC and Carmen Easley and Jess Evers had been promoted to positions at NIC Iowa. Mr. Hoffman announced Jay Sloan as the new Director of Operations for NIC Nebraska.

**Agenda Item 11. DATE FOR NEXT MEETING.** The Chairperson announced the next NSRB meeting will be held on March 24, 2021, at 9:00 a.m., 1221 N Street 2<sup>nd</sup> Floor Conference Room.

**Agenda Item 12. ADJOURNMENT.** The Chairperson declared the meeting adjourned at 2:41 p.m.

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

  
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 Date