

NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of July 20, 2011

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 right of the public seating area.

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 9:05 A.M. on July 20, 2011, 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;
Brenda L. Decker, representing the Governor;
Michael D. Foley, Auditor of Public Accounts;
Don Stenberg, State Treasurer;
Scott Keene, representing the Insurance Industry;
Leslie S. Donley, representing the Attorney General;
Carlos Castillo, appearing later, Director of Administrative Services;
Timothy L. Loewenstein, representing the General Public;
Julie A. Beno, representing Libraries;
Thomas D. Freimuth, representing the Legal Profession;
Mike Konz, representing the Media

Absent:

Ryne D. Seaman, representing the Banking Industry

Staff in attendance:

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

Chairman Gale announced the reappointment for a second term for members Julie Beno and Ryne Seaman beginning July, 2011 and ending July, 2013.

Chairman Gale recognized Tom Freimuth, whose term on the State Records Board ends on July 25, 2011, for his nearly 5 years of service by presenting him with a commemorative medallion from the Secretary of State and a Secretary of State Certificate of Appreciation of service. He thanked Mr. Freimuth for his hard work and willingness to serve.

Agenda Item 3. NOTICE OF HEARING

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star on June 20, 2011 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. Foley moved to adopt the agenda as presented; seconded by Mr. Loewenstein.

Voting For:	Beno	Castillo	Decker	Donley	Foley
	Freimuth	Gale	Keene	Konz	
	Loewenstein	Stenberg			

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 April 27, 2011 meeting. Mr. Stenberg moved to approve the minutes; seconded by Ms. Decker.

Voting For:	Castillo	Decker	Donley	Foley	Freimuth
	Gale	Keene	Konz	Loewenstein	Stenberg

Not Voting: Beno

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 any of the agenda items. No audience member indicated a desire to provide public comment.

Agenda Item 7. CHAIRMAN'S REPORT

Agenda Item 7.a. AGREEMENTS & ADDENDA

Agenda Item 7.a. 1. Revised Addendum Four to the Electronic Service Level Agreement between Nebraska Interactive, LLC, the Nebraska State Records Board and the Nebraska Department of Agriculture.

Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the revised Addendum Four to the Electronic Service Level Agreement between Nebraska Interactive, LLC, the Nebraska State Records Board and the Nebraska Department of Agriculture. Mr. Konz moved to approve the revised Addendum Four to the Electronic Service Level Agreement between Nebraska Interactive, LLC, the Nebraska State Records Board and the Nebraska Department of Agriculture; seconded by Mr. Keene.

Voting For:	Beno	Castillo	Decker	Donley
	Freimuth	Gale	Keene	Konz
	Loewenstein	Stenberg		

Voting Against: Foley
Absent: Seaman

The motion carried.

Agenda Item 7.a. 2. Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and Howard County and Addendum One to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Howard County Treasurer – Over the Counter Service.

Chairman Gale reported signing the Electronic Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and Howard County and Addendum One to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Howard County Treasurer – Over the Counter on May 18, 2011.

Agenda Item 7.b. NE Department of Roads and Open Portal Solutions, Inc. Contract

Chairman Gale reported sending a letter, requested by the Board, to the NE Department of Roads (NDOR) and Open Portal Solutions, Inc. (OPS) on May 18, 2011 to seek agreement by NDOR and OPS that NDOR will require that all funds collected under the OPS agreement be remitted no later than 15 business days following the prior end of the month that payments will be remitted to NDOR and the State Treasurer's Office no later than every 45 calendar days during the duration of the agreement and the State Treasurer's Office agrees to allow NDOR to process credit cards under the OPS agreement end date of 8/22/2012, and that NDOR agrees that all credit card processing will be switched to the State Treasury negotiated credit card processor and credit card transactions will then settle daily transactions directly to a State Treasurer's Office account. Additionally, that the Board's interpretation of section 4.3 of the agreement between NDOR and OPS dated August 23, 2010 is that the agreement applies to only the certified copies of vehicle collision reports provided by NDOR and not the uncertified vehicle collision reports being disseminated by local jurisdictions. Chairman Gale received a signed response from both NDOR and OPS on May 31, 2011 confirming agreement to the conditions.

Agenda Item 7.c. PricewaterhouseCoopers Annual Audit of Nebraska Interactive, LLC December 31, 2010 and 2009

Chairman Gale reported the PricewaterhouseCoopers annual audit of Nebraska Interactive, LLC was received on July 7, 2011 and has been given to the Finances Review Subcommittee (Auditor Foley, Chair; Ryne Seaman and Scott Keene members) for their review and report back to the Board at the October 26, 2011 meeting.

**Agenda Item 8. NETWORK MANAGER OPERATIONS REVIEW
SUBCOMMITTEE REPORT (John Gale, Chair)**

Chairman Gale reported the Subcommittee met on June 28, 2011 to discuss legislative changes. As a result of that meeting, Colleen Byelick, Secretary of State General Counsel and Leslie Donley are drafting possible legislative changes. This subcommittee will report back to the Board at the October 26, 2011 Board meeting to further define what initiatives the Board wishes to propose.

Agenda Item 9. EXECUTIVE DIRECTOR'S REPORT

Agenda Item 9.a. April 27, 2011 Cash Fund Balance Report – Revised (tabled from last meeting)

Ms. Danahy presented the April 27, 2011 revised Cash Fund Balance report. The revised report included the complete history of the transfer of funds (\$189,697.00) to the General Fund per LB1, 101st Legislature, First Special Session 2009. Mr. Keene moved to approve the revised April 27, 2011 Cash Fund balance Report; seconded by Ms. Donley.

Voting For:	Beno	Castillo	Decker	Donley	Foley
	Freimuth	Gale	Keene	Konz	
	Loewenstein	Stenberg			

Voting Against: None

Absent: Seaman

The motion carried.

Agenda Item 9.a. NSRB Cash Fund Balance Report

Ms. Danahy presented the July 20, 2011 Cash Fund Balance report. Mr. Loewenstein moved to approve the Cash Fund Balance Report; seconded by Ms. Beno.

Voting For:	Beno	Castillo	Decker	Donley	Foley
	Freimuth	Gale	Keene	Konz	
	Loewenstein	Stenberg			

Voting Against: None

Absent: Seaman

The motion carried.

Agenda Item 10. ORIENTATION AND POLICIES/GUIDELINES SUBCOMMITTEE (Julie Beno, Chair)

Ms. Beno explained the procedure and processes the Grant Review Committee performed to determine grant funding recommendations. Ms. Beno moved that the Nebraska State Records Board, after having reviewed the April NSRB Grant Awards Recommendation Summary created by the Grant Review Committee, approve the funding of the eleven grants recommended for funding by the Grant Review Committee for a total award amount of \$222,011. The list of the approved grants and corresponding funding amounts will be attached to and made a part of these meeting minutes; seconded by Mr. Konz.

The list of approved grants includes:

<u>Agency</u>	<u>Title</u>	<u>Funding Amount</u>
Alliance, City of	Municipal Code re-codification and electronic publishing	\$16,000
Arthur County	Web Site Creation	\$6,000
Buffalo County	County Wide GIS Implementation	\$25,000
Cherry County Assessor	County Wide GIS Implementation	\$25,000
Keith County	County Wide GIS Implementation	\$25,000
Kimball County	WebGIS for County	\$23,000
Madison County	WebGIS for County	\$17,500
NE Real Estate Commission	On-Line License Renewal	\$22,011
OCIO-State of Nebraska	NebraskaMAP – A Geospatial Data Sharing and Web Services Network II	\$25,000
Pawnee County	County Wide GIS Implementation	\$25,000
Perkins County	WebGIS for County	\$12,500

Ms. Donley moved to amend the standing motion to exclude the Real Estate Commission grant for \$22,011.00 and the OCIO grant for \$25,000.00; seconded by Mr. Foley.

Voting For:	Beno Freimuth Loewenstein	Castillo Gale Stenberg	Decker Keene	Donley Konz	Foley
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Voting Against:	None
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Absent:	Seaman
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The motion carried.

A vote was taken on the main motion as amended.

Voting For:	Beno Freimuth Loewenstein	Castillo Gale Stenberg	Decker Keene	Donley Konz	Foley
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Voting Against:	None
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Absent:	Seaman
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The motion carried.

Mr. Stenberg moved to approve the NE Real Estate Commission project for \$22,011.00; seconded by Mr. Keene

Voting For:	Beno Freimuth	Castillo Keene	Decker Konz	Donley Loewenstein	Foley Stenberg
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Not Voting:	Gale
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Voting Against:	None
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Absent:	Seaman
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The motion carried.

Ms. Beno moved to approve the OCIO State of Nebraska project for \$25,000.00; seconded by Mr. Loewenstein.

Voting For:	Beno Gale	Castillo Keene	Donley Konz	Foley Loewenstein	Freimuth Stenberg
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Not Voting:	Decker
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Voting Against:	None
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Absent:	Seaman
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The motion carried.

Chairman Gale declared a recess at 10:40 A.M.

Chairman Gale reconvened the meeting at 10:55 A.M.

Agenda Item 11. NEBRASKA.GOV REPORTS

Agenda Item 11.a. General Manager's Report

Mr. Brent Hoffman, General Manager, Nebraska.gov gave the General Manager's Report.

Agenda Item 11.b. Project Priority Report

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

Voting For:	Beno	Castillo	Decker	Donley	Foley
	Freimuth	Gale	Keene	Konz	
	Loewenstein	Stenberg			

Voting Against: None

Absent: Seaman

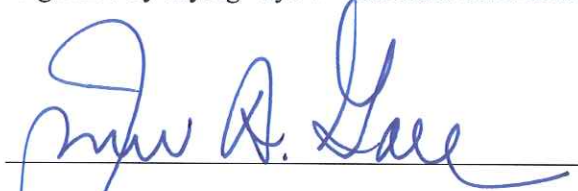
The motion carried.

Agenda Item 13. DATE FOR NEXT MEETING

Chairman Gale announced the next NE State Records Board meeting will be held on Wednesday, October 26, 2011 at 9:00 A.M. in Room 1507, State Capitol Building, Lincoln, Nebraska.

Agenda Item 14. ADJOURNMENT

Ms. Donley moved to adjourn the meeting; seconded by Mr. Stenberg. All members present signified by saying "aye". Chairman Gale declared the meeting adjourned at 11:20 A.M.



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

10/26/11
Date