

NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of May 1, 2013

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 May 1, 2013, 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;
Michael D. Foley, Auditor of Public Accounts;
Don Stenberg, State Treasurer;
Scott Keene, representing the Insurance Industry;
Carlos Castillo, Director of Administrative Services;
Julie A. Beno, representing Libraries;
Brian Buescher, representing the Legal Profession;
Leslie S. Donley, representing the Attorney General;
Mike Konz, representing the Media;
Greg Osborn, representing the General Public

Absent: Brenda L. Decker, representing the Governor;
Ryne D. Seaman, representing the Banking Industry

Staff in attendance:

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

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 left of the public seating area.

Agenda Item 3. NOTICE OF HEARING

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star on April 1, 2013 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

Ms. Beno moved to adopt the agenda as presented; seconded by Mr. Konz. Chairman Gale acknowledged an addition to the materials provided for Agenda item 8.a. NSRB Cash Fund Balance. Ms. Danahy indicated the December, 2012 Cash Fund Balance report distributed at the February 13, 2013 NSRB meeting has been amended and will need to be reviewed and approved by the Board.

Voting For:	Beno Gale	Buescher Keene	Castillo Konz	Donley Osborn	Foley Stenberg
Voting Against:	None				
Absent:	Decker	Seaman			

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES

Chairman Gale asked for a motion to approve the minutes of the February 13, 2013 meeting. Mr. Keene moved to approve the minutes; seconded by Mr. Osborn.

Voting For:	Beno Gale	Buescher Keene	Castillo Konz	Donley Osborn	Foley Stenberg
Voting Against:	None				
Absent:	Decker	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. Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska State Patrol. Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the addenda and Ms. Sarah Millsap, Attorney, NE State Patrol answered questions regarding changes to the Electronic Service Level Agreement requested by the State Patrol. Ms. Donley moved to approve the Electronic Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska State Patrol as amended; seconded by Mr. Osborn.

Voting For:	Beno Gale	Buescher Keene	Castillo Konz	Donley Osborn	Foley Stenberg
Voting Against:	None				
Absent:	Decker	Seaman			

The motion carried.

Agenda Item 7.a.2. Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and Butler County, Village of Dodge, Foster Care Review Office, City of Syracuse and Village of Verdigre. Signed by Chairman Gale pursuant to Board authority. Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the addenda.

Agenda Item 7.a.3. Addenda (Event Registration) to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the City of Bellevue (Addendum 2), Douglas County (Addendum 3), the Nebraska State Electrical Division (Addendum 6), Foster Care Review Office (Addendum 1). Signed by Chairman Gale pursuant to board authority. Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the addenda.

Mr. Hoffman will revise the Summary document for future addenda by removing the sentence *“This fee does not include the merchant fees involved with processing the transaction”*.

Agenda Item 7.a.4 Addenda (Real Estate Payment) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the Butler County Treasurer (Addendum 1), the Polk County Treasurer (Revised Addendum 1), Sarpy County Treasurer (Revised Addendum 1) and the York County Treasurer (Revised Addendum 1). Signed by Chairman Gale pursuant to Board authority. Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the addenda.

Agenda Item 7.a.5 Addenda (PayPort) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the Butler County Treasurer (Addendum 2), Village of Dodge (Addendum 1), Douglas County (Addendum 2), Lancaster County Community Corrections (Addendum 3), Sarpy County Sheriff (Addendum 4), City of Syracuse (Addendum 1), and Village of Verdigre (Addendum 1). Signed by Chairman Gale pursuant to Board authority. Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC explained the addenda.

Agenda Item 8. EXECUTIVE DIRECTOR’S REPORT

Agenda Item 8.a. NSRB Cash Fund Balance Report

Ms. Danahy presented the Amended December 31, 2012 Cash Fund Balance report. Mr. Keene moved to approve the December 31, 2012 Cash Fund Balance Report; seconded by Ms. Beno.

Voting For:	Beno Gale	Buescher Keene	Castillo Konz	Donley Osborn	Foley Stenberg
Voting Against:	None				
Absent:	Decker	Seaman			

The motion carried.

Ms. Danahy presented the March 31, 2013 Cash Fund Balance report. Mr. Osborn moved to approve the Cash Fund Balance Report; seconded by Mr. Keene.

Voting For:	Beno Gale	Buescher Keene	Castillo Konz	Donley Osborn	Foley Stenberg
Voting Against:	None				
Absent:	Decker	Seaman			

The motion carried.

Agenda Item 8.b. NSRB Grant Status Report

Ms. Danahy presented the March 31, 2013 State/Local Grant Project Status Report.

Agenda Item 8.c. 2011 Final Grant Reports

Ms. Danahy presented the final grant reports received for the Plattsmouth Public Library and Real Estate Commission projects.

Agenda Item 9. NEBRASKA.GOV REPORTS**Agenda Item 9.a. Disaster Recovery Upgrade – (Progress update)**

Mr. Jeff Shaw, Vice President of Technology, NIC, Inc. introduced himself and explained his background. He outlined the new management structure and culture at the corporate level, going from a generalist model to a specific skill set staff model.

He said a major investment has been made in technology. Vblock was purchased and installed in both Allen, TX and Ashburn, VA to help simplify infrastructure for Nebraska.gov, speed up the network and expand the capabilities offered to the state. He said the internal network has grown from 1 GB to 10 GBs. He said Nebraska's applications will be on the Vblock and their data on Oracle. He said the total transition will occur by the end of the year.

Virtual firewalls have been purchased and each state will have their own firewall so they will not be affected by another state. This will be accomplished by the end of the year. All Nebraska.gov applications will be in both data centers so applications may be ran from the most effective data center at that time. This will be implemented by the end of the year. Regarding security, NIC has appointed a Chief Security Officer, Jane Holland. Investments have been made to increase security within all layers of the infrastructure.

Agenda item 9.b. New VISA Transparency Rule – Discussion

Mr. Hoffman reported a meeting was held in March between Treasurer Stenberg and his staff, Jason Walters and Mr. Bill Van Asselt, Associate General Counsel, NIC, Mr. Somerhalder, Vice President, Portal Operations, NIC, and Mr. Hoffman. They clarified the surcharge rules and the communication that had come from TSYS Merchant Solutions. Currently the rules do not specifically impact Nebraska Interactive and how it is operating, but they do see some positive changes coming in the future. Some states are introducing "no surcharge" legislation now that VISA is opening up to not charging convenience fees. NIC staff and the State Treasurer's office will likely have another meeting before the July 31, 2013 Board meeting and continue to update the Board.

Chairman Gale declared a recess at 10:25 A.M.

Chairman Gale reconvened the meeting at 10:40 A.M.

Agenda Item 9.c. General Manager's Report

Mr. Brent Hoffman, General Manager, Nebraska.gov presented the 1st Quarter 2013 General Manager's Report. Mr. Hoffman introduced Ms. Jessica Evers, Nebraska.gov's newest staff member. Ms. Evers addressed the Board.

Agenda Item 9.d 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	Buescher	Castillo	Donley	Foley
	Gale	Keene	Konz	Osborn	Stenberg

Voting Against:	None
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Absent:	Decker	Seaman
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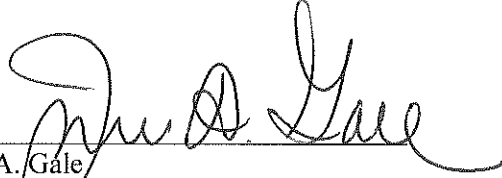
The motion carried.

Agenda Item 11. DATE FOR NEXT MEETING

Chairman Gale announced the next NE State Records Board meeting will be held on Wednesday, July 31, 2013 at 9:00 A.M. in Room 1507, State Capitol Building, Lincoln, Nebraska.

Agenda Item 12. ADJOURNMENT

Mr. Stenberg moved to adjourn the meeting. All members present signified agreement by saying "aye". Chairman Gale declared the meeting adjourned at 11:25 A.M.



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

7/31/13
Date