



NEBRASKA STATE RECORDS BOARD

ANNUAL REPORT

Neb. Rev. Stat. § 84 - 1205.05

2020

MEMBERS

Neb. Rev. Stat. §§ 84 - 1203 and 1204 (2), (3)

Robert B. Evnen, Secretary of State, State Records Administrator, Chairperson
Pete Ricketts, Governor or designee
Doug Peterson, Attorney General or designee
Charlie Janssen, Auditor of Public Accounts or designee
John Murante, State Treasurer or designee
Jason Jackson, Administrator, Department of Administrative Services or designee
Tony Ojeda, representing Insurance groups
Water Weir, representing the General Public
Angela Stenger, representing Media groups

Meetings were held on March 4, 2020, June 17, 2020, September 2, 2020, and December 18, 2020. The March 4, 2020 meeting was held in the Nebraska State Capitol, Room 1510, Lincoln, Nebraska, commencing at 9:00 a.m. Pursuant to Nebraska Executive Order 20-24 (May 19, 2020), the June 17, 2020 meeting was held via videoconference, commencing at 9:00 a.m. The September 2, 2020 meeting was held at 1221 N Street, 2nd Floor Conference Room, commencing at 9:00 a.m. The December 18, 2020 meeting was held at 1221 N Street, 2nd Floor Conference Room, commencing at 1:30 p.m. Following are the minutes of each meeting.

A handwritten signature in blue ink, appearing to read "Robert B. Evnen".

Robert B. Evnen
Secretary of State
State Records Board Chair



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of March 4, 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 9:00 a.m. on March 4, 2020, in Room 1510 of the State Capitol, Lincoln, Nebraska.

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;
Walter Weir, representing the General Public
Angela Stenger, representing the Media

Absent

John Murante, State Treasurer
Tony Ojeda, representing the Insurance Industry;

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
Tracy Marshall, 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 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 February 4, 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. Walter Weir moved to adopt the Agenda as presented. Mr. Jackson seconded the motion. Mr. Foley asked if the Agenda could be provided to the Board Members three weeks prior to the meeting. The Chairperson said this could be provided, but there may be changes with it coming out that early.

Voting For:	Evnen Stenger	Foley Weir	Jackson	Donley
Voting Against:	None			
Absent:	Karpisek	Murante	Ojeda	

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES. The Chairperson asked for a motion to adopt the minutes of the September 18, 2019 meeting. Mr. Jackson moved to adopt the minutes. Mr. Foley seconded the motion. There was no further discussion.

Voting For:	Evnen Weir	Foley	Jackson	Donley	Stenger
Voting Against:	None				
Absent:	Karpisek	Murante	Ojeda		

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, 2019 and December 31, 2019 Cash Fund Balance report. Ms. Byelick pointed out the increase from a year ago, due to the change in the contract for twenty percent of the portal fee. The Chairperson said a deficit request is before the unicameral to use several hundreds of dollars to be used to move the Records Management Division that is housed in an old building with great possibilities of water leaks. There is a \$640,000 deficit request that will be heard by the appropriation and has the Governor’s approval and support. Mr. Foley inquired about scanning the records, Chairman Evnen explained that the option is up to the individual Agencies to make that decision. Mr. Jackson asked about the knowledge of the agencies of the availability of scanning the records. The Chairman explained that he had been working on a solution to encourage agencies to use the scanning department at a suitable price. Mr. Weir inquired about the location that the new space should be. Ms. Byelick explained that records are delivered daily, and agencies request to come to the facility for their records, so it would need to be in Lincoln vicinity. Ms. Stenger moved to approve the September 30, 2019 Cash Fund Balance report. Mr. Foley seconded the motion. There was no further discussion.

Voting For:	Evnen	Foley	Jackson	Donley	Stenger
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Weir

Voting Against: None

Absent: Karpisek Murante Ojeda

The motion carried.

Agenda Item 6b. APPROVAL OF FINANCIAL REPORT. Colleen Byelick, Chief Deputy and General Counsel for the Secretary of State provided an overview of the December 31, 2019 Cash Fund Balance report. Ms. Donley moved to approve the December 31, 2019 Cash Fund Balance report. Mr. Foley seconded the motion. There was no further discussion.

Voting For: Evnen Foley Jackson Donley Stenger
Weir

Voting Against: None

Absent: Karpisek Murante Ojeda

The motion carried.

Agenda Item 7. PUBLIC COMMENT. The Chairperson asked the members of the audience if anyone wished to come forward to provide public comment to the Board. No audience member indicated a desire to provide public comment.

Russ Karpisek arrived 9:30 am.

Agenda Item 8. NEW BUSINESS.

Agenda Item 8.a. FIRST AMENDMENT TO PORTAL CONTRACT – CONTENT MANAGEMENT RATE (MEADOWLARK WEBSITES) The Chairperson stated the reason for the Amendment was add classification to the pricing set in the Contract signed in April 2019 for Meadowlark Website. Chairman Evnen explained that he has four Statement of Works he has not signed because of the pricing from \$80 to \$110. Mr. Hoffman explained how the company was certified through Lean Six Sigma through Center of Operations of Excellence. Through this training to create a team approach in concept. With this transition we invested in training, money and time to enhance their current skills. Results of this change was a 66% in reduction in the lead time of development, and 68% reduction in Q&A and development. Mr. Foley asked why this wasn't negotiated when the contract was approved in April 2019. Mr. Hoffman explained there revenue impact is rather a flat rate maintained. Mr. Weir moved to approve Ms. Donley seconded the motion. Mr. Jackson had concerns about the overall project cost reductions, if it could be amend this recommendation for a year to have touch points to validate if this change in methodology would be a reduction to the state. Mr. Foley also inquired what the revenue impact would be. Mr. Jackson made a motion to amend the existing amendment being considered by the Board to adjust the rate to be subject to renewal in a year's time, seconded by Ms. Donley. Mr. Foley asked how this would be measured, Chairperson said gives us an opportunity to let Nebraska Interactive utilize the rate and demonstrate the proof points and then to evaluate. The Chairperson explained the vote will be on

the amendment to the underlying motion, this rate would be effective for one year and subject to the boards review.

Voting For: Evnen Karpisek Jackson Donley Stenger
Weir

Voting Against: Foley

Absent: Murante Ojeda

The motion carried.

The Chairperson then explained this vote would be for the underlying motion as amended, that underlying motion is to adopt the first amendment to the contract for services set forth in Agenda Item 8A with the amendment that item 11, content management Meadowlark website rate will be effective for one year from the date of adoption and the motion to be subject to the review of the Board.

Voting For: Evnen Karpisek Jackson Donley Stenger
Weir

Voting Against: Foley

Absent: Murante Ojeda

The motion carried.

Agenda Item 9. EXECUTIVE DIRECTOR’S REPORT

Agenda Item 9.a. REVIEW OF AGREEMENTS

Agenda Item 9.a.1. Review of Template Agreements: Ms. Byelick indicated the EGSLA’s, Citizen Payment Processing, PayPort, and SOW’s that were signed pursuant to Board Authority, and also reported on the Supreme Court Addendum 17 – Court Record Index, that is required to be reported to the Board.

Agenda Item 9.b. Review of Project Status Report: Ms. Byelick presented the Project Status Report. Ms. Byelick indicated that all agencies with outstanding projects open at the end of the third and fourth quarter were contacted and asked to provide feedback regarding their projects with Nebraska Interactive. Ms. Byelick noted there were some concerns about the Brand Committee projects, being able to receive reports and it is still in development and that things would not be launched on time, and that it had been a contingences development at best. She stated that Nebraska Interactive may want to address those concerns. Mr. Weir inquired about lessons learned and if there was a rate survey being done. Ms. Byelick responded that the lessons learned was a question for Mr. Hoffman and that surveys are being done.

Ms. Byelick distributed the response from Department of Motor Vehicles by Rhonda Lahm in response to the question the Mr. Weir had brought up in the last meeting with feedback about

who is winning and who is losing, what is the fiscal impact? Ms. Lahm noted it is early in the project, so it is hard to tell at this time.

Agenda Item 10. NEBRASKA INTERACTIVE REPORTS.

Agenda Item 10a. Project Priority Report Q3 and Q4: Mr. Hoffman explained about consolidated idea with the OCIO for “what maintenance is” and “what is a project” to provide consistency. The Chairperson noted that a vote would be taken for together for Q3 & Q4. Ms. Stenger moved to approve the Project Priority Reports, which was seconded by Mr. Weir. There was no further discussion.

Voting For: Evnen Foley Karpisek Jackson Donley
 Stenger Weir

Voting Against: None

Absent: Murante Ojeda

The motion carried.

Agenda Item 10.c. General Manager’s Report: Mr. Hoffman provided an overview of the General Manager’s Report for the third and fourth quarter. Ms. Evers spoke on the Brand Committee project stating there are 3 active projects being implemented. She said there was a delay on the Packing Plant project by two weeks, because the Brand Committee needed to prioritize the brand book, so they can become fully digital. This should be completed by the end of the quarter. The sale barn tally report, is currently delayed, but NIC will be meeting with the Brand Committee on Friday. Chairman Evnen asked that Nebraska Interactive have an update at the next meeting on the Brand Committee.

Agenda Item 12. DATE FOR NEXT MEETING. The Chairperson announced the next NSRB meeting will be held on June 3, 2020, at 9:00 a.m., in Room 1510 of the State Capitol.

Agenda Item 13. ADJOURNMENT. The Chairperson declared the meeting adjourned at 10:43 a.m.

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

Date



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of June 17, 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 9:00 a.m. on June 17, 2020, via video conferencing pursuant to Executive Order No. 20-24.

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;
Walter Weir, representing the General Public
Tony Ojeda, representing the Insurance Industry;
Angela Stenger, representing the Media

Absent

John Murante, State Treasurer

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
Tracy Marshall, Recording Clerk

Agenda Item 2. ANNOUNCEMENT OF OPEN MEETINGS ACT. After confirming that a quorum was present, the Chairperson announced that written materials to be discussed at the open meeting and a copy of the Nebraska Open Meetings Act were available online on the Secretary of State's website.

Agenda Item 3. NOTICE OF MEETING. The Chairperson announced that public notice of the meeting was duly published in the Lincoln Journal Star on May 28, 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. Foley moved to approve the Agenda as presented. Ms. Donley seconded the motion.

Voting For:	Evnen	Foley	Jackson	Donley
	Stenger	Weir	Karpisek	Ojeda

Voting Against: None

Absent: Murante

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES. The Chairperson asked for a motion to approve the minutes of the March 4, 2020 meeting. Ms. Stenger moved to adopt the minutes. Mr. Weir seconded the motion. There was no further discussion.

Voting For:	Evnen	Foley	Jackson	Donley	Stenger
	Weir	Karpisek	Ojeda		

Voting Against: None

Absent: Murante

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 March 31, 2020 Cash Fund Balance Report. Ms. Byelick pointed out the growth of the fund balance due to the change of contract terms related to portal fees. The Chairperson spoke about use of those funds for moving the Records Center from the current building and indicated that the Secretary of State was working with Administrative Services – Building Division on this project. Mr. Foley moved to approve the Cash Fund Balance report. Ms. Donley seconded the motion. There was no further discussion.

Voting For:	Evnen	Foley	Jackson	Donley	Stenger
	Weir	Karpisek	Ojeda		

Voting Against: None

Absent: Murante

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. EXECUTIVE DIRECTOR’S REPORT

Ms. Byelick announced that the annual independent audit of Nebraska Interactive was received and has been given to the Financial Subcommittee to review and report on at the next meeting.

Agenda Item 8.a. REVIEW OF AGREEMENTS

Agenda Item 8.a.1. Review of Template Agreements: Ms. Byelick indicated the EGSLA’s, Business Payment Processing, PayPort, and SOW’s that were signed pursuant to Board Authority,

Agenda Item 8.b. Review of Project Status Report: Ms. Byelick presented information related to the status of various active projects based upon feedback from the state agency partners. Mr. Weir expressed concern that some agencies did not respond to the inquiry from the Board.

Agenda Item 9. NEBRASKA INTERACTIVE REPORTS.

Agenda Item 9a. Project Priority Report Q1: Mr. Hoffman provided a brief overview of the report. Mr. Ojeda moved to approve the Project Priority Report, which was seconded by Mr. Karpisek. There was no further discussion.

Voting For: Evnen Foley Karpisek Jackson Donley
Stenger Weir Ojeda

Voting Against: None

Absent: Murante

The motion carried.

Agenda Item 9.b. General Manager’s Report: Mr. Hoffman indicated for the record that Nebraska Interactive was submitting their annual Business Plan by Friday, June 19, 2020 and would submit the report to recording clerk Tracy Marshall as part of their contractual obligation to provide a Business Plan. Mr. Hoffman then provided an overview of the General Manager’s Report. Mr. Hoffman highlighted the importance of electronic government services due to the current COVID-19 pandemic.

Agenda Item 12. DATE FOR NEXT MEETING. The Chairperson announced the next NSRB meeting will be held on September 2, 2020, at 9:00 a.m., in Room 1510 of the State Capitol.

Agenda Item 13. ADJOURNMENT. The Chairperson declared the meeting adjourned at 9:53 a.m.



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



Date



NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of September 2, 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 9:03 a.m. on September 2, 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
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
Tracy Marshall, 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 August 15, 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. Foley moved to approve the Agenda as presented. Mr. Murante seconded the motion.

Voting For: Evnen Foley Jackson Donley Stenger
Weir Karpisek Ojeda Murante

Voting Against: None

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES. The Chairperson asked for a motion to approve the minutes of the June 17, 2020 meeting. Mr. Ojeda moved to adopt the minutes. Mr. Weir seconded the motion. There was no further discussion.

Voting For: Evnen Foley Jackson Donley Stenger
Weir Karpisek Ojeda 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 June 30, 2020 Cash Fund Balance Report. Ms. Byelick pointed out the growth of the fund balance due to the change of contract terms related to portal fees. The Chairperson spoke about use of those funds for moving the Records Center from the current building and indicated that an RFP had gone out and prices were higher than expected, so all bids were rejected and another RFP would be going out in October. Mr. Murante moved to approve the Cash Fund Balance report. Mr. Foley seconded the motion. There was no further discussion.

Voting For: Evnen Foley Jackson Donley Stenger
Weir Karpisek Ojeda 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. EXECUTIVE DIRECTOR’S REPORT

Agenda Item 8.a. Review of Template Agreements: Ms. Byelick indicated the EGSLA’s, Citizen Payment Processing, Business Payment Processing, Event Registration, PayPort, and SOW’s that were signed pursuant to Board Authority,

Agenda Item 8.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 8.c. Audit of Nebraska Interactive, LLC, 2018, 2019: Mr. Foley presented information regarding the audit of Nebraska Interactive, LLC by Ernst & Young and indicated the Audit had been reviewed by the Finance subcommittee and by an employee of the Auditor’s Office. Mr. Foley, on behalf of the Finance subcommittee, made a motion to accept the Audit. As a motion of the subcommittee, a second was not required.

Voting For: Evnen Foley Jackson Donley Stenger
 Weir Karpisek Ojeda Murante

Voting Against: None

The motion carried.

Agenda Item 9. NEBRASKA INTERACTIVE REPORTS.

Agenda Item 9a. Project Priority Report Q2: Mr. Hoffman provided a brief overview of the report. Ms. Stenger 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
 Stenger Weir Ojeda Murante

Voting Against: None

The motion carried.

Agenda item 9.b. Nebraska Interactive LLC Business Plans for 2020: Chairman Evnen explained that he would like to make an amendment to the contract so the next Business plan would be submitted for the upcoming calendar year. Mr. Weir asked if anyone was looking at the IT plan submitted by state agencies to determine where Nebraska Interactive services might be utilized. Mr. Weir indicated that he would pursue obtaining agency IT plans from the NITC. Mr. Hoffman provided a brief overview of the Nebraska Interactive LLC Business Plan for 2020 and answered questions from the Board members regarding the plan. Ms. Donley moved to accept the Nebraska Interactive LLC Business Plan for 2020, Mr. Ojeda seconded the motion.

Voting For: Evnen Foley Karpisek Jackson Donley
 Stenger Weir Ojeda Murante

Voting Against: None

The motion carried.

The Chair then requested a motion to authorize and direct the Chair to amend the agreement with Nebraska Interactive, LLC to provide for the submission of an annual calendar year business plan to be

submitted at least thirty days prior to the fourth quarter meeting of the Board that occurs prior to the commencement of that business plan. Ms. Stenger made the requested motion, Mr. Karpisek seconded the motion. Mr. Murante offered a friendly amendment to the motion to authorize the chair to negotiate the amendment. The friendly amendment was accepted by the mover and seconder.

Voting For: Evnen Foley Karpisek Jackson Donley
Stenger Weir Ojeda Murante

Voting Against: None

The motion carried.

Agenda Item 9.c. General Manager’s Report: Mr. Hoffman indicated that Nebraska Interactive, LLC had submitted a trade name application related to a national rebranding effort. Mr. Hoffman provided an overview of the General Manager’s Report. Mr. Hoffman highlighted the importance of electronic government services due to the current COVID-19 pandemic.

Agenda Item 12. DATE FOR NEXT MEETING. The Chairperson announced the next NSRB meeting will be held on December 9, 2020, at 9:00 a.m., in Room 1510 of the State Capitol.

Agenda Item 13. ADJOURNMENT. The Chairperson declared the meeting adjourned at 10:09 a.m.

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

Date



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 2nd Floor Conference Room.

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



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

3/25/2021

 Date