

**Technical Advisory Committee  
to the  
[State Records Board](#)**

Monday, October 20, 2008  
2:00 p.m.  
Executive Building – Lower Level Conference Room  
521 S 14th Street  
Lincoln, Nebraska

**PROPOSED MINUTES**

**MEMBERS PRESENT:**

Brenda Decker, CIO, State of Nebraska  
Richard Brown, Legislative Council  
Walter Weir, CIO, University of Nebraska

**ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION**

Ms. Decker called the meeting to order at 2:03 p.m. Roll call was taken. A quorum was present. The meeting notice was posted to the [Nebraska Public Meeting Calendar](#) on October 16, 2008. The meeting agenda posted to the NITC Website on October 15, 2008. A copy of the Nebraska Open Meetings Act was available in the meeting room.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES - [April 11, 2008](#)**

**Mr. Brown moved** to approve the minutes as presented. Mr. Weir seconded the motion. Roll call vote: Decker-Yes, Weir-Yes and Brown-Yes. Results: Yes-3 and No-0. Motion carried.

**GRANT REVIEWS**

**Department of Health and Human Services / Lincoln-Lancaster County Health Department – [Work Well Health Appraisal Survey and Administration](#)**

Barbara Pearson, HHS, and Lisa Henning were present to take questions on the grant application. Also, Brent Hoffman and Jennifer Rasmussen from Nebraska.gov were present. Members discussed the grant application. Topics discussed included: the use of paper surveys and scanners; Nebraska.gov's role in the project; HIPPA issues; and other funding sources.

**Mr. Weir moved** the following resolution:

The committee, having reviewed the grant application entitled "Work Well Health Appraisal Survey and Administration," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Brown seconded. Roll call vote: Decker-Yes, Weir-Yes and Brown-Yes. Results: Yes-3 and No-0. Motion carried.

## University of Nebraska-Lincoln – [Nebraska Public Documents Digitization Project, Phase 2](#)

Kay Walter, UNL, was present to take questions on the grant application. Members discussed the grant application. Topics discussed included: standards for maintaining the images; durable media; relationship between the parties involved; and other, potentially related projects, in state government.

**Ms. Decker moved** the following resolution:

The committee, having reviewed the grant application entitled “Nebraska Public Documents Digitization Project, Phase 2,” finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.
- Further, the project representative at the committee meeting is asked to be aware of, and as appropriate, coordinate with the content management related projects from the Secretary of State’s Office and the Nebraska Educational Telecommunications Commission.

Mr. Brown seconded. Roll call vote: Decker-Yes, Weir-Yes and Brown-Yes. Results: Yes-3 and No-0. Motion carried.

## Nebraska Volunteer Service Commission – [Trainer/Trainee Online Database Search](#)

Greg Donovan, NVSC, and Dennis Fowler, ServeNebraska, were present to take questions on the grant application. Also, Brent Hoffman and Jennifer Rasmussen from Nebraska.gov were present. Members discussed the grant application.

**Mr. Weir moved** the following resolution:

The committee, having reviewed the grant application entitled “Trainer/Trainee Online Database Search,” finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Brown seconded. Roll call vote: Decker-Yes, Weir-Yes and Brown-Yes. Results: Yes-3 and No-0. Motion carried.

## **OTHER BUSINESS**

There was no other business.

## **ADJOURNMENT**

The meeting was adjourned at 2:51 p.m.

The meeting minutes were taken by Rick Becker of the Office of the CIO.