

**Technical Advisory Committee
to the
State Records Board**

May 17, 2013
1:00 p.m.
Executive Building – Lower Level Conference Room
521 S 14th Street
Lincoln, Nebraska

MINUTES

MEMBERS PRESENT:

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

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Ms. Decker called the meeting to order at 1:03 p.m. Roll call was taken. A quorum was present. The meeting notice was posted to the [Nebraska Public Meeting Calendar](#) on February 19, 2013. The meeting agenda was posted to the NITC Website on May 7, 2013. A copy of the Nebraska Open Meetings Act was available on a table in the front of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES –[May 30, 2012](#)

Mr. Weir moved to approve the minutes as presented. Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

GRANT REVIEWS

Ms. Decker noted that the GIS related applications had been review by the Nebraska GIS Coordinator, Nathan Watermeier, and two members of the GIS Council, Eric Herbert and John Beran. Their review comments were shared with the members.

The order of the project reviews began with the applications which had representatives attending the meeting.

Blair, City of -- [GIS-based Electronic Records Management](#)

A representative was available for questions.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application, 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.

Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Scotts Bluff County -- [Web GIS Initiative](#)

A representative was available for questions.

Mr. Watermeier noted that this application was the best example of meeting the technical standards.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application, 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. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Mr. Brown arrived at the meeting at 1:07 p.m.

Agriculture, Dept. of -- [Online License and Fee Application Payment System](#)

Tom Jensen from the Department and Brent Hoffman from Nebraska Interactive were available to address the Committee.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application, finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The project will need to be done in phases to meet budgetary requirements.

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

Real Estate Commission -- [Online Continuing Education Attendance Submission](#)

Brent Hoffman from Nebraska Interactive was available to address the Committee.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application, 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 the motion. Roll call vote: Brown-Yes, Decker-Yes and Weir-Yes. Results: Yes-3 and No-0. Motion carried.

For the next 13 projects, Marcus Tooze from GIS Workshop was available for questions. These projects were divided into three groups based on similarities of the projects. The three groups were: (A) Three digital infrastructure build-out GIS projects; (B) Two digital infrastructure build-out GIS projects plus Web GIS; and (C) Eight public access only GIS projects.

GROUP A (digital infrastructure build-out GIS projects)

Dakota County -- [Assessor GIS](#)
Sherman County -- [Assessor GIS](#)
Webster County -- [Assessor GIS](#)

After discussion and clarification, Mr. Tooze indicated that the answers to Part II, Questions 6.b. and 6.c. should be “yes.” With respect to Part II, Question 13, the listing of specific institutions was not meant to be limited to those listed. Public entities needing the data can receive it. For Part III, Question 2, Mr. Tooze described the types and locations of copies and back-ups of the data hosted by GIS Workshop. They have a primary copy; a duplicate set at the GIS Workshop office; a back-up drive copy; and an off-site back-up copy. Discussion occurred about control points, accuracy, and surveyors. Members and Mr. Tooze discussed the GIS data and the relationship to the attribute data which is obtained from the various CAMA systems maintained by the counties. Members wanted to receive feedback on this issue from the GIS Council of the NITC. Discussion of this topic was tabled until later in the meeting (see below).

Mr. Weir moved the following resolution for each of these applications:
The committee, having reviewed the grant application, 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.

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

GROUP B (digital infrastructure build-out GIS projects plus Web GIS)

Boone County -- [Assessor GIS and County WebGIS](#)
Gosper County -- [Assessor GIS and County WebGIS](#)

Mr. Tooze indicated that the answers to Part II, Questions 6.b. and 6.c. should be “yes.”

Mr. Brown moved the following resolution for each of these applications:
The committee, having reviewed the grant application, 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. Weir seconded the motion. Roll call vote: Brown-Yes, Decker-Yes and Weir-Yes. Results: Yes-3 and No-0. Motion carried.

GROUP C (public access only GIS projects)

Banner County -- [County WebGIS](#)
Deuel County -- [County WebGIS](#)
Dixon County -- [County WebGIS](#)
Franklin County -- [County WebGIS](#)
Garden County -- [County WebGIS](#)
Johnson County -- [County WebGIS](#)
Nance County -- [County WebGIS](#)
York County -- [County WebGIS](#)

Mr. Tooze indicated that the answers to Part II, Questions 6.b. and 6.c. should be “yes.”

Mr. Weir moved the following resolution for each of these applications:

The committee, having reviewed the grant application, 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 the motion. Roll call vote: Brown-Yes, Decker-Yes and Weir-Yes. Results: Yes-3 and No-0. Motion carried.

REQUEST TO GIS COUNCIL

Members returned to their previous discussion of GIS related projects and the relationship with the related attribute data.

Ms. Decker moved as follows: The Committee asks the GIS Council to examine the issue of GIS project data and the inclusion of attribute data for such projects. Mr. Weir seconded the motion. Roll call vote: Brown-Yes, Decker-Yes and Weir-Yes. Results: Yes-3 and No-0. Motion carried.

GRANT REVIEWS (CONTINUED)

Fort Calhoun, City of -- [GIS Website Development and Hosting](#)

The Committee telephoned Clint Sloss to discuss this project.

In Part III, Question 2, the answer under “Reliability, Security, and Scalability” was incomplete. Mr. Sloss replied that MGIS has back-up processes and they will be hosting the data. There was a discussion about Question 3 regarding the Technology Access Clause.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application, 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. Weir seconded the motion. Roll call vote: Brown-Yes, Decker-Yes and Weir-Yes. Results: Yes-3 and No-0. Motion carried.

Lexington, City of -- [GIS-based Electronic Records Management](#)

The Committee telephoned Bill Brecks to discuss this project.

The project is a combination of GIS and a viewer project for existing GIS data.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application, 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.

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

Scottsbluff, City of -- [GIS Website](#)

The Committee attempted to telephone Jon Reiter to discuss this project. There was no answer at the phone number provided. This application was passed over until later in the meeting (see below).

Kimball County Manor -- [Electronic Health Records](#)

Mr. Becker indicated that Anne Byers, staff for the eHealth Council, had reviewed this application and had no concerns.

Mr. Brown moved the following resolution:

The committee, having reviewed the grant application, finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The financial information provided is unclear.

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

Scottsbluff, City of -- [GIS Website \(Continued\)](#)

Additional attempts were made to reach Mr. Reiter by phone. He could not be reached. No action was taken by the Committee on this application.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Mr. Brown move to adjourn. Mr. Weir seconded the motion. All were in favor. The meeting was adjourned at 3:52 p.m.

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