CALL TO ORDER

The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Svingen called the meeting to order at 1:00pm and noted the location of the Open Meetings Act. Notice of the Meeting was published in the Lincoln Journal Star and on the Board’s website.

Roll Call: Thomas Correll, Martha Link, Andrew Grimm, Harmon Maher, Ralph Martin, David Svingen; Absent: Charles Joyce

Chairperson Svingen appointed Grimm as Secretary in Joyce’s absence.

Staff Present: Jean Lais, Administrative Assistant (AA); Sandra Weaver, Business Manager (BM); Lindy Rauscher, Compliance Officer (CO); Jon Wilbeck, NBEA Executive Director (ED)

Public Comment/Appointments

Robin Kilgore, Budget Analyst was present and spoke to the Board during the Financial Matters section.

A Consent Agenda

Meeting Minutes

April 20, 2016 Meeting Minutes were approved as presented.

Certificates of Authorization Approvals - None

Temporary Permits

Approved: Timothy Crump-TX, TG-533

Renewal Disclosures - None

Action

Motion by Martin, second by Link to approve the Consent Agenda as presented.

Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

B Committee Reports

Officers Report - None

ASBOG - None

Office/Staff

AA Lais announced the Nebraska Board of Engineers and Architects (NBEA) has hired Lindy Rauscher as the new Compliance Officer. Her first day was June 20, 2016. The NBEA has received a RFP waiver for the office lease and will not be moving. There will be renovations to the space which will take place during FY 2016/17. It has been determined that the NBEA will need to go through the RFP process for the new database contract and ED Wilbeck is currently working on the specifications with the Office of the Chief Information Officer (OCIO). There will be a pre-qualification phase and hope to have the RFP completed by October 2016.

C Old Business

Governance Issues - None

Geologist Items

Board Response to Ramboll Finland Oy

A copy of the email sent to Ramboll Finland Oy was provided for review. This was based on discussions held at the April 2016 meeting.

Website Redesign Discussion

The Board reviewed photos provided by AA Lais and Link. After review, it was decided to continue collecting photos for use on the website. Discussion was held on the titles for the home page tiles. Final consensus was to use Examinations, Licensure, Firms, Regulations, Forms, and Contact Us. Further discussion will be held at the August 31, 2016, Strategic Planning Meeting.
Strategic Plan

Strategic Plan Topics
A list of possible Strategic Plan topics was provided based on previous Board discussions. Correll suggested a public awareness item be added to educate the public as to what geologists do and why licensure is needed.

Of the topics provided the following will be discussed further at the August 31, 2016, Strategic Planning Meeting: Student Outreach, Website Redesign, Cooperative Agreements/Common Practice Areas, Continued Cooperation with ASBOG, Professional/Public Outreach.

Discussion was held as regarding the meeting structure. Maher volunteered to create a process and was appointed as facilitator. The other members are to send their thoughts and ideas to him by August 15, 2016. He will organize them and send an outline to AA Lais. AA Lais will gather the information for the website discussion and contact Nebraska Interactive to see when the project can be added to their calendar to begin work. Martin will contact ASBOG for process information related to submitting exam questions.

Student Outreach – University of Nebraska Contacts – A copy of an email between Joyce and Susan Fritz at the University of Nebraska regarding persons to contact with regards to setting up future campus visits.

Discussion of items submitted to NDEQ that require a professional geologist’s seal

Link is hoping to be able to have a meeting at NDEQ related to reports not being sealed that should be and how we can get them to refer those instances to the Board prior to the Strategic Planning Meeting. Further discussion will be held at the Strategic Planning Meeting.

Action Motion by Martin, second by Link to hold the Strategic Planning Meeting on August 31, 2016, and have Maher facilitate the process. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

D New Business

Governance Issues

Boards and Commissions Legislative Survey
A copy of the request from the Government, Military, and Veterans Affairs Committee regarding the survey was provided along with a draft of the responses prepared by AA Lais. The final response is due by August 1, 2016.

AA Lais advised the members the “How Many Served” field will be revised to reflect the number of licensees, examinees, organizations, etc. per a phone conversation with Andrew La Grone, legal counsel for the Committee, and BM Weaver. Link requested the “Accomplishments” reflect that the Legislature revised the Act and not the Board. She also suggested the fact that the Board is currently paying the processing fees for the online renewals be added.

Action Motion by Maher, second by Correll to approve the draft Boards and Commissions Legislative Survey responses as presented and discussed. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

Geologist Issues

Approval of Delegates to the ASBOG Annual Meeting, November 1-3, 2016 – Lawrence, KS (Administrators Workshop – November 1st/Annual Meeting – November 2nd/Field Trip – November 3rd)
Nebraska Board of Geologists  
Board Meeting Minutes  
July 8, 2016  
215 Centennial Mall South, Large Conference Room, Lincoln, NE

AA Lais was approved to attend the 2016 Administrator’s Workshop and the ASBOG Annual Meeting. Link was approved to attend the Annual Meeting.

Appointment of Voting Delegate to the 2016 ASBOG Annual Meeting
Link was appointed as the Voting Delegate to the 2016 ASBOG Annual Meeting

Approval of Delegates to the ASBOG Fall COE Workshop, November 3-5, 2016 - Lawrence, KS (Field Trip – November 3rd/COE Workshop – November 4th-5th)
Chairperson Svingen and Maher were approved to attend the COE Workshop.

Action  Motion by Correll, second by Maher to approve AA Lais to attend the ASBOG Administrator’s Workshop and Annual Meeting; Link to attend the Annual Meeting and be appointed the Voting Delegate; and Maher and Svingen to attend the COE Workshop. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

Speaker Request from Walnut Creek Elementary School, Papillion – September 19, 2016
A request was received from Walnut Creek Elementary School for a board member to speak during their Outdoor Education event. Maher mentioned the geology students at UNO do this type of outreach several times a year and may be better suited for this event. He will provide AA Lais with contact information. Chairperson Svingen also mentioned the Nebraska Geological Society may be able to assist.

E  Compliance
Pending Cases – None

Action  Motion by Link, second by Maher to go into executive session for the discussion of compliance cases brought to the Board not a matter of public information to prevent the needless injury to the reputation of those involved. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

New Cases
Case 16.01 – Summary and Documentation
Discussed during Executive Session

Action  Motion by Martin, second by Correll to close the executive session on the discussion of compliance cases brought to the Board not a matter of public information to prevent needless injury to the reputation of those involved.

CO Rauscher left the meeting at 2:51 pm.

F  Applications
Licensure/Examination
The Core Course Equivalency Chart and Rational for Core Courses and Course Equivalents were provided for review.

Applications for Licensure by Reciprocity
Approved: Jeffrey A Albano, SC

Applications for Licensure by Experience
Approved: Theodore H Asch, CO

Applications for Licensure Reinstatement
Approved: Harvey Cohen, MD

Applications to sit for the ASBOG FG Exam
Approved: Jessica N Hoppmann, NE; Bryan N Lucke, NE; Brooke E Nicholson, NE; Aaron T Ochsner, NE; Nicholas B Traxler, NE

Applications to sit for the FG/PG ASBOG Exams – None

Applications to sit for the PG ASBOG Exam – None
Action  Motion by Maher, second by Martin to approve the applications as reviewed and discussed. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

BM Weaver entered the meeting at 3:00pm.

G  Financial Matters

Budget Status Report – April, May, June 2016
MTD General Ledger Detail Report – April, May, June 2016
Fund Summary Report – April, May, June 2016
Financial Profile FY 2015/2016 – April, May, June 2016

Robin Kilgore, Budget Analyst, reminded the Board the Preliminary Narrative is due by August 5th. Revisions are allowed after this date, but this gives the Budget Department time to start reviewing the objectives and goals of the Board for the next Biennium Budget. She informed the Board that with the tax revenue forecast down by approximately $71 million, this may affect how the Governor handles budget requests including cash-funded boards and agencies. The final tax revenue forecast for FY2016/17 will not be known until sometime in October.

BM Weaver reported nearly 99.55% of the budgeted expenses has been used as for FY2015/16. This was mostly due to an increase in travel expense as a result of additional individuals attending the ASBOG Spring COE and an increase in the use of the online renewal system causing an increase in the merchant fees to be higher than anticipated. Revenue was at 104.7% of that anticipated due to an increase in the number of applications received. This was in spite of the Board lowering some fees in June 2015.

Contracts

Online Payment Portal Contract with Official Payments
A copy of the revised contract with Official Payments for the Online Renewal Payment Portal and the memo to the Records Board regarding the contract was provided for review in the meeting packet. Required language for all Nebraska contracts was added by the Department of Administrative Services (DAS). An updated revision received from Official Payments prior to the meeting was handed out. Not all the requested revisions were accepted. It was felt that the revisions not accepted were not of significant impact.

The contract must go through review by the Records Board and is on its July 13, 2016, meeting agenda. BM Weaver and AA Lais will be attending to answer any questions that may arise.

On a related issue, BM Waver provided an estimate from Nebraska Interactive for developing an application for online renewals through them. The total development cost is estimated at $13,310 with an annual maintenance fee of $2,662. This does not include the merchant fees which run about 2%. Some of this cost could be passed onto the licensees. The Department of Labor has developed an application which is up for review at the next Records Board meeting on July 13, 2016. If approved, the NEBOG may be able to use this application resulting in lower development and maintenance costs.

With this information, the Board determined it was not fiscally possible to proceed with moving to Nebraska Interactive and would remain with Official Payments for the next Biennium. The Board authorized staff to continue working with Nebraska Interactive to see if a more feasible solution can be found.
Statutes regarding the collection of processing fees
A copy of the statutes regarding the collection of online processing fees was provided for review. Previously the Board had been informed that authority to pass these fees onto the licensees/applicants would need to be added to the Professional Geologists Act. Statute §81-118.01 gives this authority.
No discussion.

Other Financial Matters
FY 2016/17 Budget Status
BM Weaver provided a spreadsheet showing the FY2016/17 Budget Allocation. There is currently $171 available for rollover from FY2015/16 out of which a couple of small expenses for June will be deducted. It is estimated there will be approximately $80 actually rolled over into FY 2016/17. This amount has been added to Board & Lodging. There is a ($932) difference between the estimated and actual cost in the Service Contract with NBEA. $800 of this will be used to pay for the website redesign through Nebraska Interactive. The remaining $132 was moved to Board & Lodging and E-Commerce.

2017-2019 Biennium Budget Request
The Budget and Legislative Production Schedule and Screen Summaries were provided for review.

Draft Narrative
A draft copy of the Biennium Budget Request Narrative was provided for review and comment. It was requested the members continue to review the narrative and send any questions or comments to BM Weaver.

BM Weaver handed out a preliminary biennium budget estimate based on historical figures. The members suggested it may be helpful to mention the struggle the Board has been having finding a workable application for the online renewals, but hold off in putting it in the actual budget request for now.

In spite of lowing fees in June 2015, the Cash Fund increased by $965. While the growth was slower due to the fee decrease, this is not the effect the Board was anticipating. Expenses for the next biennium will need to be considered to bring the cash fund back down to the two times the appropriation per Board Policy G-P.08.01.

Action
Motion by Maher, second by Correll to approve the contract with Official Payments upon approved by the Records Board. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

Action
Motion by Correll, second by Maher to approve the Financial Matters are presented and discussed. Voting Yes: Correll, Grimm, Martin, Maher, Link, Svingen; Voting No: None

BM Weaver left the meeting at 3:54pm.

General Information
Public Notice publication provided for review.
Board meetings and schedule provided for review. Correll will not be at the August 31, 2016, meeting.
Roster of Board members provided for review.

Licensing Trends
Trends in Licensure and Fiscal Activity Report provided for review.

Other
Spring 2016 ASBOG Exams Results provided for review.
Nebraska Board of Geologists
Board Meeting Minutes
July 8, 2016
215 Centennial Mall South, Large Conference Room, Lincoln, NE

Approved Board Policies provided for review.

Adjournment: Chairperson Svingen adjourned the meeting at 3:56pm

The next Board of Geologist board meeting will be held on August 31, 2016, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, large conference room. This will be a limited agenda meeting covering Strategic Planning and the approval of the 2017-2019 Biennium Budget Request.

[Signature]
Board Member

10/04/16
Date