CALL TO ORDER
The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Svingen called the meeting to order at 8:35am 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: Martha Link, Andrew Grimm, Charles Joyce, Harmon Maher, Ralph Martin, David Svingen.
Absent: Thomas Correll.
Staff Present: Jean Lais, Administrative Assistant (AA); Sandra Weaver, Business Manager (BM)

Public Comment/Appointments
No members of the public were present.

Meeting Notice Publication was provided for review

Strategic Planning
1 Mission/Vision Statements & Operating Philosophy
A copy of the current Board’s Mission Statement was provided along with sample statements from other states.

Mission Statement and Operating Philosophy
The following Mission Statement and Operating Philosophy were developed by the members:
The Board assures geological practices in Nebraska are carried out by qualified individuals to safeguard life, health, property, and to promote the public welfare. The mission is carried out by:
- Assuring that those who serve the public through the practice of geology have the education and experience needed to be competent in the field;
- Enforcing the Geologists Regulation Act through education and compliance oversight; and
- Providing quality and responsive regulatory services.
The Board chose not to develop a Vision Statement.

2 Student Outreach
Purpose of Student Outreach
The purpose of student outreach is to promote licensure awareness, the advantages of licensure, and the professional growth of the students.

Discussion and Identification of Outreach Methods and Resources
The following were identified and discussed as possible methods and resources for conducting student outreach:
- Board presentations at student seminars at educational institutions offering geology and/or related studies at both the undergraduate and graduate level
- Have a designated Board representative at the Nebraska Geological Society (NGS) meetings
- Promote the Fundamentals of Geology (FG) exam as an exit exam for all geological educational programs in Nebraska.
- Informational Table/Exhibit at the Geological Society of America (GSA) North/Central Regional meetings
- Hold regular Board meetings at educational institutions
- Use of social media

Goals and Action Plan Defined
The following goals were identified along with preliminary actions that may be taken to meet the goals:
- Designated representative at NGS – to provide presentations and answer questions
- Board presentations at student seminars – schools identified with having geology and/or geography programs were University of Nebraska-Omaha (UNO), University
Nebraska Board of Geologists  
Board Meeting Minutes  
August 31, 2016  
215 Centennial Mall South, Large Conference Room, Lincoln, NE

of Nebraska-Lincoln (UNL), University of Nebraska-Kearney (UNK), and Chadron State College (Chadron)

- Promote the FG exam as an exit exam – make initial contact with the program administrators then relay any interest to ASBOG to begin working with the schools – inquire to see if ASBOG has recent presentations or data available that may be used when speaking to the administrators
- Send congratulatory letters to seniors and/or resent graduates with “next steps” – inquire with schools to see if student contact information can be provided.

3 Website Redesign

Purpose of Redesigning the Website

The purpose for redesigning the Board's website is to bring the site up to date with current technology and to make it more user friendly and consistent with other State of Nebraska agencies.

Discussion

The Board has been attempting to update the Board's website for several years, but due to other commitments of office staff, have not been able to get this accomplished. Nebraska Interactive (NIC) submitted a quote of $800 in January 2016 for the development of a new website using Drupal (content management system) platform under the marketing name of Meadowlark. The Board did not have enough appropriation at the time to begin the project. Due to an unexpected decrease in the Administrative Service Contract fee with the Nebraska Board of Engineers and Architects (NBEA) for FY2016-17, the Board approved using $800 for a website redesign. On August 25, 2016, AA Lais met with NIC to discuss a website redesign and received new quotes. A summary was provided to the Board. The quotes ranged from approximately $1,800 to $3,600 based on a new contract recently negotiated between NIC and the State of Nebraska. The difference in cost is based on how work is split between NIC and office staff. Due to the increase in cost, and a reduction in available allotment, the Board will not have adequate funds to cover the additional cost in FY2016-17. A maintenance fee based on 20% of the development costs will be required to be paid yearly. The maintenance fee will cover all updates, security requirements, etc. needed on the website. The State Records Board has instituted a grant program to be used by agencies and subdivisions to create or enhance the electronic access and delivery of government services and information. The Board could apply for a grant to cover the cost of the redesign. Information on the grant program and a copy of the application were provided for Board review. The deadline for current submissions is September 15, 2016. The submissions will be reviewed and acted upon by the State Records Board on December 7, 2016. The Board approved the submittal of the grant application based on Option 2 of NIC's quote. This option is for $1,760 based on 22 hours of development time by NIC. The actual migration of the data would be performed by office staff. The Board would be billed for the amount of hours actually spent on the project. If a grant is awarded to the Board, work can begin as soon as NIC can schedule the project. If a grant is not awarded, $1,800 has been added to the budget request for the 2017-2019 biennium. NIC will not bill the Board for the work until the site is launched, which would allow work to begin possibly as early as May 2017, with billing occurring after the beginning of FY2017-18. A list of websites developed by NIC was provided for Board review. By selecting a template that has already been created, the Board will be able to reduce the cost. AA Lais requested members to review the websites listed and determine which were preferred. A decision on the actual template to be used will be determined closer to the beginning of the project.
A copy of the draft language to be used on the new website was provided. Since members were asked to review the current list of NIC designed websites prior to the beginning of work, no discussion or action was taken on the draft language.

Goals and Action Plan Defined
- Submit grant application to the Records Board to cover a portion of the cost of the development costs of the new website.

Action  
Motion by Maher, second by Martin to proceed with the grant application with the Records Board for the development of the new website under Option 2 of NIC's quote. Voting Yes: Grimm, Joyce, Martin, Maher, Link, Svingen; Voting No: None; Absent: Correll

4 Cooperative Agreements and Common Practice Areas

Purpose of Defining Common Practice Areas and Pursuing Cooperative Agreements
The purpose of defining common practice areas and pursuing cooperative agreements is to open the line of communication between the Board and other organizations and Nebraska state agencies.

Discussion and Identification of specific examples of the practice of geology that require the oversight of a professional geologist
The following practice areas were identified as areas in which professional geologists should be involved:
- The interpretation and use of boring logs used for stratification correlation
- Slug and pump tests
- Aquifer tests
- Water/Soil/Vapor/Ground Water Risk Assessments
- Landfill Applications
- Groundwater monitoring plans and reports
- Title 118, steps 6 and 7, and Remedial action plans
- Geological Investigations – Tier 1 and Tier 2 Environmental Site Assessments
- NEPA environmental Statements/Soil Classifications
- Geophysical studies
- Salvage paleontology/Historical Review
- Road design and borrow pits
- Underground storage/orphan sites – Nebraska Dept. of Environmental Quality (NDEQ) contractual agreements
- Waste Division Professional Services – NDEQ contractual agreements

Identification of agencies/organizations who have interaction with professional geologists
The following agencies and organizations were identified as having interaction with professional geologists:
- NDEQ
- Nebraska Department of Roads (DOR)
- Water Well Standards and Contractors' Licensing Board
- NBEA – informal relation already exists due to the sharing of staff
- Nebraska State Board of Landscape Architects (NSBLA) – informal relation already exists due to the sharing of staff
- Nebraska State Fire Marshall (SFM)
- Nebraska Department of Natural Resources (DNR)
- Natural Resource Districts (NRDs)
- Department of Health and Human Services (DHHS) – Public Water Supply
- US Environmental Protection Agency (USEPA)
- US Army Corps of Engineers (USACE)
• US Department of Agriculture - Natural Resources Conservation Service (NRCS) – Soil Classification
• Restoration Activity Organizations

Goals and Action Plan Defined
The following were discussed as possible actions to be implemented:
• Annual lunch with NBEA and NSBLA chairs/executive director to discuss common issues
• Visit with various boards and agencies to discuss possible crossover practice – periodic informational engagement
• Create talking points on what is the practice of geology

5 Continued Cooperation with ASBOG
Purpose of Continued Cooperation with ASBOG
The purpose of continued cooperation with ASBOG is to have geographical influence on the exam subject matter and to stay up to date with current national issues and trends.

Discussion of opportunities to cooperate with ASBOG
The following opportunities were identified as ways to cooperate with ASBOG:
• Attendance at the Council of Examiners (COE) Workshops – held twice a year
• Attendance at the ASBOG Annual meeting
• Promotion of the FG as an academic exit exam
• Submittal of exam questions by Board members
• Promote a Nebraska voice on issues to ASBOG
• ASBOG voice on issues related to Nebraska
• NEBOG Member involvement on ASBOG committees

Which opportunities are being utilized adequately, need improvement, or need to be initiated
The members identified member involvement on the committee level and submittal of exam questions as areas which could use improvement.

Goals and Action Plan Defined
The following were identified as possible actions to be initiated:
• Learn more about the ASBOG committees and their charges – inquire about costs associated with duties, upcoming openings and the volunteering process
• Provide the names of NEBOG members willing to become involved at the committee level to ASBOG
• Inquire about the areas of the exam on which questions are needed most and the process for submittal

6 Professional and Public Outreach
Purpose of Professional and Public Outreach
The purpose of professional and public outreach is to provide better information on the practice of geology to the public and more effective enforcement of the Geologists Regulation Act through education.

Discussion and identification of groups to engage
The following groups were identified for possible engagement:
• NGS
• Licensees
• General Public
• Legislature
• NDEQ
Discussion of ways and methods to reach the identified groups
The following were identified as possible ways to engage the identified groups:
- Environmental Update Panel – hosted by NDEQ – includes engineers, geologists, well water contractors – give overview of licensure/have information table
- Legislative Breakfast – hosted by NDEQ and the Ground Water Foundation
- Maintaining a list of licensees willing to participate in events and speaking engagements
- Once completed, solicit feedback from licensees on the Common Practice Areas
- Hold an annual New Licensee Ceremony for individuals who were licensed by exam in Nebraska
- Revive publishing the Board’s newsletter, "NEBOG News"

Goals and Action Plan Defined
The following were identified as possible actions to be undertaken:
- Environmental Update Panel involvement
- Legislative Breakfast involvement
- Creation of a New Licensee Ceremony
- Revival of the Board's newsletter the "NEBOG News"

The Board will further discuss the goals and action plans to be developed in each of the above areas at its meeting on October 6, 2016.

BM Weaver entered the meeting at 1:05pm.

2017-2019 Biennial Budget

7 Biennium Budget Review
A copy of a memo from the Governor regarding FY2016-17 and 2017-2019 Biennium Budgets was provided for review.

Online Renewal Discussion
At its July 8, 2016 meeting, the Board reviewed a quote from Nebraska Interactive (NIC) to develop an application which could be used to process online renewals. The Board currently has a contract with Official Payments for this service. The quote from NIC was in excess of $13,000 for the development of a new application and an annual maintenance fee of $2,662. In addition, the Board wanted to continue to pay the merchant fees for its users. The total cost would be almost 24% of the Board’s budget for FY2017-18. The Board determined it was not fiscally feasible to switch to NIC and approved a contract with Official Payments through August 2017. Staff was requested to continue working with NIC to see if a solution could be found which could possibly be in place in time for the 2017 renewal cycle.

A new quote from NIC using an application developed for the Department of Labor was received on August 25, 2016. The proposal lays out a cost of $3.25 per transaction as the portal fee which will cover NIC’s administrative costs and the merchant fees. The overall cost of accepting the NIC proposal is comparable to what the Board is currently paying for portal and merchant fees.

Biennium Budget Request Draft
A copy of the budget request for 2017-2019 biennium and a budget spreadsheet were provided for review. BM Weaver reviewed the areas of the budget request noted as issues:
- E-commerce increase to reflect the cost of the website redesign in FY2017-18. If the Board is approved for a grant by the Records Board, the development costs will not be needed. The website maintenance fee will begin in FY2018-19.
- An increase in the projected cost of the Administrative Services contract with the NBEA. The contract is projected to increase due to additional staff time needed for implementation of a new database by the NBEA, implementation of a new website
Nebraska Board of Geologists  
Board Meeting Minutes  
August 31, 2016  
215 Centennial Mall South, Large Conference Room, Lincoln, NE

redesign, and attendance of national meetings by the administrative assistant. There will be additional time required in upcoming fiscal years to ensure all processes of the Board are implemented and data is migrated properly into the new database.

- The line item for board and lodging was increased to ensure members could attend the ASBOG Annual Meeting and the COE Workshops as per the Board’s goals defined during its Strategic Planning discussion.

BM Weaver reminded the Board of the memorandum sent out by Governor Pete Ricketts in July asking for fiscal restraint. Although, an increase in administrative contract fees is likely inevitable, there is a possibility funding for the new website template or the increase in travel will not be granted.

**Action** Motion by Joyce, second by Link to accept the online License Renewal Proposal from Nebraska Interactive as presented. Voting Yes: Grimm, Joyce, Martin, Maher, Link, Svingen; Voting No: None; Absent: Correll

**Action** Motion by Link, second by Maher to approve the budget request for the 2017-2019 Biennium Budget Request as presented and discussed. Voting Yes: Grimm, Joyce, Martin, Maher, Link, Svingen; Voting No: None; Absent: Correll

**Adjournment:** Motion by Maher, second by Martin to adjourn the meeting at 1:37pm.

The next Board of Geologists meeting will be held on October 6, 2016, at 1:00pm at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, large conference room.