Governor's Business Portal Initiative
Wednesday February 28, 2001
1 p.m. to 3 p.m.
Nebraska State Office Building -- Lower Level Conference Room C
301 Centennial Mall South, Lincoln

Minutes

A. Participants

Mike	Anania	Nebrask@ Online
Rod	Armstrong	Nebrask@ Online
Rick	Becker	Office of the CIO
Dennis	Burling	Environmental Quality
Randy	Cecrle	Workers' Compensation Court
Dick	Gettemy	Revenue
Laura	Haist	Banking and Finance
Kelly	Lammers	Banking and Finance
Jim	McGee	Health and Human Services
Jon	Ogden	Roads
Steve	Schafer	CIO
Bob	Shanahan	Labor
Robert	Storant	Agriculture
Gary	Timm	Insurance
Steve	Williams	Economic Development
Dayle	Williamson	Natural Resources

B. Corrections to minutes of February 7 meeting.

There were no changes to the minutes for February 7. Note: the meeting that had been scheduled for February 21 was canceled.

C. Review and Revise Draft Action Plan

Those at the meeting offered several corrections and changes to the draft dated February 23. Wording, spelling, and grammatical changes are not reflected in these minutes. Other changes included:

1. Renaming the "Overview" in the introduction to "Summary of Action Items".
2. The Summary of Action Items should present the "objectives" for the action items, rather than calling them "themes".
3. The short and long term action items (Sections 2 and 3) should be re-organized. The categories should reflect the objectives in the summary. Another suggestion was to organize them by date of completion. (NOTE: the final document organizes the action items by completion date. It did not work to organize them by objectives.)
4. Move the agency specific action items to the appendix, because the list is not comprehensive and is subject to change as more agencies identify possible contributions to the business portal.

5. Combine the list of participants into a single listing of everyone who attended at least one meeting.

D. Discussion of Different Ways to Organize the State's Business Portal

Jon Ogden gave a brief demonstration of DOR's new "Trans Portal" which is under development. The Trans Portal will provide access to a broad range of transportation-related information and services and will not be limited to just DOR's programs. It will include a link to the state's business portal, including a logo if there is one. The protal will add a search function and a list of department contacts. The Trans Portal will likely be available in early summary.

Rod Armstrong and Mike Anania presented their preliminary work to design a business portal. Initially, the business portal will feature a simple search capability for the database of forms. Eventually, the portal may include customization features, wizard functionality, and a shopping cart function for online forms.

Dennis Burling asked who would maintain the forms database. DEQ is developing a database of their forms for internal use and eventual external use. It will be difficult to maintain two databases. Discussion indicated that it should be feasible for the business portal to link to agency-maintained forms.

The next step is to develop a functional prototype and share it with the work group. The NOL network manager will also work on the business survey, edit capabilities for the database of forms, and a work plan for developing the business portal.

E. Next Steps

Steve Schafer suggested that the work group should continue in existence, but meet only every 4 to 6 weeks, or as needed. The purpose of the work group will be to serve as a sounding board on different issues and provide advice on action items that require a collective decision or coordination.