

1. Introduction

The Nebraska Geographic Information System Steering Committee (NGISSC) was established by the Nebraska Legislature in 1991 (Reissued Revised Statutes of Nebraska, 1943, §86-569 through §86-573), in an effort to coordinate the implementation of Geographic Information Systems (GIS) / geospatial technology by public entities in Nebraska. The NGISSC statutes were revised and renamed as the Geographic Information Systems Council (hereafter referred to as “GIS Council”) of the Nebraska Information Technology Commission (hereafter referred to as “Commission”) in March 2008. The Council is an advisory committee of the Commission composed of representatives from state, county, municipal and federal government agencies, and other public and private entities using GIS/geospatial technologies as they relate to the geographic area of the State of Nebraska.

2. Purpose of Charter

The purpose of this Charter is to clarify the role of the GIS Council and its relationship with the Commission.

3. Authority

The Nebraska Information Technology Commission shall: “Establish ad hoc technical advisory groups to study and make recommendations on specific topics, including work groups to establish, coordinate, and prioritize needs for education, local communities, intergovernmental data communications, and state agencies[.]” Neb. Rev. Stat. § 86-516(7). The GIS Council is further charged to: “(1) Make recommendations to the Legislature for program initiatives and funding; and (2) Establish guidelines and policies for statewide Geographic Information System operations and management...” Neb. Rev. Stat. § 86-572.

4. Commission Responsibilities and Mission

4.1 Commission Mission

The mission of the Nebraska Information Technology Commission is to make the State of Nebraska’s information technology infrastructure more accessible and responsive to the needs of its citizens, regardless of location, while making investments in government, education, health care and other services more efficient and cost effective.

4.2 Commission Responsibilities

The responsibilities and duties of the Commission are codified at Neb. Rev. Stat. § 86-516.

5. GIS Council Mission and Responsibilities

5.1 GIS Council Mission

The mission of the GIS Council is to encourage the appropriate utilization of GIS/geospatial technology and to assist organizations to make public investments in GIS/geospatial technology and spatial data in an effective, efficient, and coordinated manner.

5.2 Council Responsibilities

5.2.1 Make recommendations to the Legislature and the Commission for program initiatives and funding;

5.2.2 Make recommendations to the Commission for the establishment of guidelines and policies for statewide GIS operations and management to include:

- a) The acquisition, development, maintenance, quality assurance such as standards, access, ownership, cost recovery, and priorities of databases;
- b) The compatibility, acquisition, and communications of hardware and software;
- c) The assessment of needs, identification of scope, setting of standards, and determination of an appropriate enforcement mechanism;
- d) The fostering of training programs and promoting education and information about GIS;
- e) The promoting of the GIS development in the State of Nebraska and providing or coordinating additional support to address GIS issues as such issues arise;

5.2.3 Provide leadership to the GIS user community and assistance to the Commission to facilitate the coordinated development and maintenance of the spatial data infrastructure (data, policies, standards, data distribution, coordination mechanisms, training, etc.) to serve the geographic area of Nebraska;

5.2.4 Facilitate communication and coordination among users of geospatial technology, at all levels of government as it relates to the geographic area of Nebraska, to encourage and enable collaboration, data sharing, and the effective, efficient utilization of the technology;

5.2.5 Facilitate the development and adoption of spatial data standards and data documentation to enable to greatest return on public investments in data development by enabling and encouraging data sharing;

5.2.6 Coordinate efforts within state, local and federal agencies to identify priority, Nebraska-related, geospatial data needs and facilitate efforts to pool resources to enable the development of those priority datasets and propose data stewardship responsibilities;

5.2.7 Establish ad hoc advisory groups or subcommittees to study and make recommendations on specific topics;

5.2.8 Report to, assist, and advise the Chief Information Officer in setting information technology policy; and

5.2.9 Provide assistance as requested by the Commission in developing, reviewing, and updating the statewide technology plan; supporting the technical panel created in Neb. Rev. Stat. § Sect. 86-521.; and other responsibilities as directed by the Commission.

6. Membership

6.1 Appointment of Members

Members are appointed as identified in Neb. Rev. Stat. § Sect. 86-570 and this charter.

6.2 Representation

(#) provided as a refer for number of members only

6.2.1 The Chief Information Officer or his or her designee (1);

6.2.2 The Chief Executive Officer of the Department of Health and Human Services or designee (2);

6.2.3 The Director of the Department of Environment and Energy or designee (3);

6.2.4 The Director of the Conservation and Survey Division of the University of Nebraska or designee (4);

6.2.5 The Director of the Department of Natural Resources or designee (5);

6.2.6 The Director of the Governor's Policy Research Office or designee (6);

6.2.7 The Director-State Engineer or designee (7);

- 6.2.8** The State Surveyor or designee (8);
- 6.2.9** The Clerk of the Legislature or designee (9);
- 6.2.10** The secretary of the Game and Parks Commission or designee (10);
- 6.2.11** The Property Tax Administrator or designee (11);
- 6.2.12** One representative of federal agencies appointed by the Governor (12);
- 6.2.13** One representative of the natural resources districts nominated by the Nebraska Association of Resources Districts and appointed by the Governor (13);
- 6.2.14** One representative of the public power districts appointed by the Governor (14);
- 6.2.15** Two representatives of the counties nominated by the Nebraska Association of County Officials and appointed by the Governor (15) (16);
- 6.2.16** One representative of the municipalities nominated by the League of Nebraska Municipalities and appointed by the Governor (17);
- 6.2.17** Two members at large appointed by the Governor (18) (19);
- 6.2.18** Such other members as nominated by the Commission and appointed by the Governor. These additional members shall include:
 - a) One representative from the Nebraska Emergency Management Agency (20);
 - b) One representative from the Nebraska Public Service Commission (21);
 - c) One representative of Nebraska geospatial professional association (22);
 - d) One representative from the Omaha metro area (23);
 - e) One representative from the Lincoln metro area (24);
 - f) Up to two additional at-large representatives, as necessary to provide regional geographic and/or other key sectors of representation (25) (26);
 - g) One representative from the Nebraska State Patrol (27);
 - h) One representative of an Official Tribal Organization in Nebraska (28)

6.3 Vacancies

The GIS Council may solicit nominations to fill vacant positions.

6.3.1 Voting for multiple nominees

When there are multiple nominees for an open position on the council, the GIS Council will follow the process described below:

Council members will vote on the nominated members. Each Council member has one (1) vote

The nominee receiving a majority of votes is selected.

If there is a tie, the Council members revote until a nominee receives a majority of the votes

If there are three or more nominees and no one receives more than half of the total number of votes gets a clear majority, then the following shall happen:

The nominee with the lowest vote total will be removed from consideration and those remaining will be eligible for another round of voting. This process will continue until one nominee receives a majority of the votes.

If after three consecutive votes result in a tie of the number of votes received by two or more nominees, then the GIS Council will be considered deadlocked, and will forward the names of each remaining nominee to the Commission for make a decision, then the GIS Council will forward both nominees to the Commission.

6.4 Length of Service

Members or representatives [1-11] identified by statute either by position or as designee of the position will serve at the pleasure of the identified position or organization.

Members [13-17, 20-21,27] nominated by a specific organization and then appointed by the governor to the council will serve at the pleasure of the identified organization. Members will serve until a new representative is nominated by the organization and appointed by the governor.

Members [12, 18-19, 22-26, 28] representing at-large or multiple organizations shall serve 4-year terms from the time of appointment. Each such member [12, 18-19, 22-26, 28] may serve and be a voting member until the appointment of a successor.

6.5 Member Responsibilities

6.5.1 Each member is responsible for maintaining two-way communication with their sector constituents concerning issues brought before the Council.

6.5.2 A Member with a potential conflict of interest in a matter before the Council or a potential interest in a contract with the Council is subject to the provisions of the Nebraska Political Accountability and Disclosure Act including sections [49-1499.02](#) and [49-14,102](#). A Member with a potential conflict of interest or a potential interest in a contract shall contact the Nebraska Accountability and Disclosure Commission and take such action as required by law.

7. Meeting Procedures

7.1 Chair(s)

The elected Chair or Vice Chair will conduct the meetings of the GIS Council, oversee the establishment, operation and dissolution of committees, propose meeting agendas, and maintain the general operations of the Council in conjunction with the State GIS Coordinator. The Chair or Vice Chair of the GIS Council will serve one-year terms, expiring on January 1 or on election of a new Chair or Vice Chair. The Vice Chair will assume the Chair role after completing their term.

7.2 Quorum

An official quorum consists of 50% of the official members. No official voting business may be conducted without an official quorum.

7.3 Voting

Issues shall be decided by a majority vote of the voting members present.

7.4 Meeting Frequency

The Council shall meet quarterly or upon the call of the chairperson.

7.5 Notice of Meetings

Notice of the time and place of each meeting of the Council shall be made at least seven (7) calendar days prior to the meeting. Notice shall be published on the Commission and the GIS Council's web sites.

7.6 Subcommittees

7.6.1 Subcommittees or Advisory Committees will be designated by vote of the Council to address specific topics.

7.6.2 Pursuant to provisions of Neb. Rev. Stat. § 84-1409(1), subcommittees and/or advisory committees of the Council shall not be required to provide notice of meetings.

7.7 Expense Reimbursement

Section 81-1182.01 states: “Any department, agency, commission, council, committee, or board of the state may pay for the reasonable and necessary expenses for the recruitment, training, utilization, and recognition of volunteers providing services to the state and certain providers of services as established by the Director of Administrative Services.”

7.7.1 According to NAS Policy CONC-005, “Volunteers shall mean those persons providing services to the State who are not being compensated for their time.”

7.7.2 Council members needing reimbursement must submit a signed request to the Office of the CIO-NITC using the official state accounting forms.