

Nebraska Statewide Workforce & Educational Reporting System (NSWERS)
Executive Council Business Meeting Notification and Agenda
July 26, 2022 – 1:30 p.m.
Varner Hall Boardroom, 3832 Holdrege Street, Lincoln, NE 68583

AGENDA

CALL TO ORDER

Roll Call

Announcement of the placement of the Open Meetings Act information

1. APPROVAL OF MEETING AGENDA

1.1 PUBLIC COMMENT PERIOD (5 minutes)

1.2 APPROVAL OF MINUTES

- April 27, 2022 Meeting

1.3 PRESIDENT'S REPORT

2. ITEMS FOR CONSENT AGENDA

3. ITEMS FOR DISCUSSION AND/OR ACTION

3.1 Discuss, consider, and take all necessary action regarding revisions to the budget for NSWERS Fiscal Year 2022-2023.

3.2 Discuss, consider, and take all necessary action regarding revisions to the NSWERS Bylaws to clarify the election and rotation of the Management Committee and Executive Council representative from the Nebraska Community Colleges.

4. EXECUTIVE DIRECTOR'S REPORT

5. SPECIAL PRESENTATIONS AND DISCUSSIONS

5.1 Data Quality and Security of NSWERS Data System v1.0 (David Hefley)

5.2 Overview of NSWERS Insights+ Web Portal Project (Matt Hastings)

6. COMMITTEE REPORTS

7. CLOSED SESSION

7.1 Receive, review, and discuss legal advice from the organization's attorney regarding the proposed CCC-NSWERS data sharing agreement.

9. ADDITIONAL BUSINESS

10. INFORMATION ITEMS AND REPORTS

10.1 Treasurer's Report (Dr. Matthew Blomstedt)

11. **ADJOURNMENT**

**Nebraska Statewide Workforce & Educational Reporting System (NSWERS)
Executive Council Business Meeting Notification and Agenda**

April 27, 2022 1:30 p.m.

Varner Hall Boardroom, 3832 Holdrege Street, Lincoln, NE 68583

Publicized notice of the Executive Council meeting was given by posting the date, time, and location on the NSWERS.org website.

1. CALL TO ORDER – President Paul Turman³ called the meeting to order at 1:30 p.m.

1.1 Roll Call

Roll Call showed the following NSWERS members in attendance:

Chancellor Paul Turman, President
Commissioner Matthew Blomstedt, Secretary/Treasurer
President Paul Illich, Member

Roll Call showed the following NSWERS member absent:

President Ted Carter, Member

President Paul Turman stated that President Ted Carter had indicated that he would not be able to attend today's business meeting and they both decided it was best to go ahead with the meeting, as there is a quorum, and not reschedule.

1.2 Announcement of the placement of the Open Meetings Act information

President Turman announced that information regarding the Open Meetings Act is posted on the wall in the Varner Hall Boardroom and is available on the NSWERS.org website.

2. PUBLIC COMMENT PERIOD

No public comment.

3. PRESIDENT'S REPORT

3.1 Additions or corrections to agenda

No agenda items were removed, added or corrected.

Approval of the agenda as presented passed with a motion by President Paul Illich, second by Commissioner Matthew Blomstedt.

President Paul Illich	Yea
Commissioner Matthew Blomstedt	Yea
Chancellor Paul Turman	Yea
President Ted Carter	Absent

4. EXECUTIVE DIRECTOR'S REPORT

Dr. Matthew Hastings, Executive Director, NSWERS made a presentation on behalf of himself and the Management Team. (See attached PowerPoint.)

Budget Update. Dr. Hastings reported that for fiscal year 2023, NSWERS is projecting a 4% overall increase from FY 2022, which includes a 1.5% COLA for NSWERS staff; increased costs for insurance premiums; increased costs for travel expenses for NSWERS staff professional development; and anticipated costs for operating expenses, equipment and software.

Legislative Update. Dr. Hastings stated that LB 1130 was signed into law April 9, 2022. NSWERS will be responsible to provide a report to the Clerk of the Legislature and Governor by December 1 each year providing an overview of research and analysis conducted; additional data needs for future analysis and report on organizational structure and needs.

NSWERS' next move is to formulate a strategy for an appropriation request to the Legislature as part of the 2022 request process.

NSWERS legal counsel outlined options for an entity in an Interlocal Agreement circumstance such as NSWERS for revenue generation to supplement budget. When and if the circumstance may arise, these options can be discussed further.

Insurance Update. Dr. Hastings reported that NSWERS has secured insurance for Public Officials with an annual premium of \$3,000; a 7.8% increase over the annualized expiring premium.

Coverage for the Cyber Liability Policy has been challenging. Axis withdrew their proposal because of NSWERS affiliation with higher education. With the current policy expiring at the end of April, NSWERS, with the support of AON Risk Solutions and KSB Law, received two offers and these are being analyzed for NSWERS needs and hopefully one will be chosen and signed off on by the end of April. Dr. Hastings will report to each Executive Council Member the two offers and recommendation by the end of the week before acquiring same.

Data Collection Update. Dr. Hastings stated that NSWERS continues to build on the success of the POC project with the first batch including 10-years of data, which is a tremendous amount of data. Thereafter, data will be collected, unless another preference

by partners: PK-12 data annually (fall); Two year postsecondary data annually (fall); Four year postsecondary data triannually (Feb 1, June 1, Oct 1); and Workforce data quarterly.

NSWERS is exploring options to gain more data on students that fail to fit into a group of the POC to gain more available data to support matching processes. Dr. Hastings reported that on April 20, he met with representatives from the USDE Student Privacy Policy office of the Privacy and Technical Assistance Center (PTAC) to have them review NSWERS data sharing agreements to see if they are in line with FERPA requirements and they reported that NSWERS is in line with FERPA. NSWERS will also look into expanding and automating agreement to support inter-partner data sharing.

Dr. Hastings announced that the first NSWERS Advisory Committee will meet May 4, 2022 at the Nebraska Innovation Campus. Dr. Hastings anticipates that this will bring a lot of critical questions from the private entities and will be a good meeting to start new relationships.

President Turman thanked Dr. Hastings for his report. President Turman also indicated that he appreciates the NSWERS Quarterly Update and the weekly meetings he and Dr. Hastings have in keeping each other well-informed of NSWERS activities, so they in turn can keep the Executive Council members up to date as well.

5. COMMITTEE REPORTS (NONE)

6. SPECIAL PRESENTATIONS AND DISCUSSIONS

6.1 NSWERS Systems Architecture (Data System v1.0) - David Hefley

David Hefley, NSWERS Assistant Director, IT Application Development introduced himself and gave a presentation on how NSWERS is ensuring effective and secure application operations, support and maintenance of legacy applications, developing new technical solutions and providing successful application integration with NSWERS partners. This system has a lot of moving parts and will always be a work in progress.

Mr. Hefley stated that the main goals are:

1. **Security.** Restrict PII exposure (i.e. DOB); yet maintain essential information for the organization (maybe report how old the student was when graduated), use an “NSWERS ID.” Encrypt as early as possible and isolate data matching process.
2. **Flexibility.** Pivot and provide; being able to add and remove data as necessary and building a specific cloud for NSWERS data.
3. **Maintainability.** Bring in data; clean up data and deliver data while maintaining a small staff size; ensuring low technical debt and having the system automated for easy deployment.

Commissioner Blomstedt inquired what mechanism should Department of Education; UNL; State Colleges; and Community Colleges be thinking about to help reach these goals.

Mr. Hefley suggested that an investment into a cloud infrastructure wherein all entities are in the same cloud and connected would be ideal. The technical debt at this time is not affected but over time cloud services will increase in cost and hopefully NSWERS has a system in place to only pay as the service is used, these services would more than likely be acquired through a third party contract.

7. EXECUTIVE SESSION

8. ACTION ITEMS

8.1 Approve Minutes of NSWERS business meeting, March 2, 2022.

Motion to approve the minutes of the March 2, 2022 NSWERS Executive Council Business meeting passed with a motion by Commissioner Matthew Blomstedt, second by President Paul Illich.

President Ted Carter	Absent
Chancellor Paul Turman	Yea
Commissioner Matthew Blomstedt	Yea
President Paul Illich	Yea

8.2 Discuss, consider and take all necessary action regarding proposed Budget for NSWERS Fiscal Year 2022-2023.

Motion to approve proposed Budget for NSWERS Fiscal Year 2022-2023 as presented today passed with a motion by President Paul Illich, second by Commissioner Matthew Blomstedt.

Chancellor Paul Turman	Yea
Commissioner Matthew Blomstedt	Yea
President Paul Illich	Yea
President Ted Carter	Absent

8. ADDITIONAL BUSINESS

9. SPECIAL PRESENTATIONS AND DISCUSSIONS

10. INFORMATION ITEMS AND REPORT

10.1 NSWERS Treasurer's Report – Commissioner Matthew Blomstedt

Commissioner Blomstedt presented Treasurer's Report. If members would like this report in some other format, please let him know. Dr. Hastings reports the Treasurer's Report at least annually to foundation contributors, or as they request.

The Executive Council members conveyed their appreciation to Dr. Hastings of visiting with them individually and keeping them informed of all activities of NSWERS and answering their questions.

11. ADJOURNMENT

Commissioner Blomstedt noted that the next scheduled meeting is July 27, 2022, which is the date for NDE Administrator Days. He will not be able to attend the meeting.

Motion to adjourn the NSWERS Executive Council Business Meeting passed with a motion from President Paul Illich, second by Commissioner Matthew Blomstedt.

President Ted Carter	Absent
Chancellor Paul Turman	Yea
Commissioner Matthew Blomstedt	Yea
President Paul Illich	Yea

President Turman adjourned the meeting at 2:31 p.m.

At this time, a NSWERS Executive Council Meeting is scheduled to be held on July 27, 2022, at a time and place to be determined.

Executive Director's Report

April 27, 2022

Matthew J. Hastings, Ph.D.
Executive Director, NSWERS
NSWERS Executive Council – Quarterly Meeting
Varner Hall, Lincoln, NE



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Budget Update

- Fiscal Year 2023
 - 4% overall increase from FY22
 - 1.5% COLA NSWERS Staff
 - Consolidate FTE from 9 to 8
 - Salaries and benefits of all staff for the full FY
 - Increased costs for insurance premiums and travel expenses
 - Decreased costs for operating expenses, equipment and software
- Estimated carryover from FY21 & FY22
 - \$2,628,138.00
- FY 23 partner commitments
 - \$354,486.00



Legislative Update

- LB 1130 Signed into law April 19, 2022
 - On or before December 1 each year, NSWERS shall issue a report to the Clerk of the Legislature and the Governor:
 - Provide an overview of research and analysis conducted
 - Additional data needs for future analysis
 - Organizational structure and needs
- NSWERS Appropriation Request
 - Needs to be pursued as part of 2022 request processes
 - Current commitments through Fiscal Year 2026
 - Other revenue generation options



Insurance Update

- Secured Public Officials policy
 - Annual premium about \$3,000
 - 7.8% increase over the annualized expiring premium
 - Since NSWERS does not currently have any direct employees, this policy does not include any employment practices liability or third-party discrimination coverage.
- Cyber Liability Policy
 - Axis withdrew proposal due to our affiliation with higher education.
 - Late last and on Monday we received two additional offers
 - Working with Aon Risk Solutions and KSB Law (Coady Pruett) to secure needed coverage by end of the week.



Data Collection Update

- Initiating Data Collection for v1.0 NSWERS Data System
 - Building on the success of our proof-of-concept project
 - First batch will include 10-years of data
 - 2012 – 2022
 - Thereafter, on the following schedule...
- Periodicity of NSWERS Data Collection
 - PK-12
 - Annually (fall)
 - 2-Year Postsecondary Data
 - Annually (fall)
 - 4-Year Postsecondary Data
 - Triannually (February 1, June 1, October 1)
 - Workforce Data
 - Quarterly



Data Collection Update (continued)

- Lexis Nexis
 - Exploring publicly available data to support matching processes
- National Student Clearinghouse
 - Exploring contract options for NSWERS and partners
- Privacy & Technical Assistance Center (PTAC)
 - Meeting on April 20th with representatives from USDE Student Privacy Policy Office
 - Our data sharing agreements (partners/affiliates to NSWERS) are right in line with what we are able to do as per FERPA
 - Expanding and automating agreements to support inter-partner data sharing



Advisory Committee Update

Kick-Off Meeting

- May 4th at Nebraska Innovation Campus
- Discussion of critical questions
 - Data needed to answers those questions



AGENDA

9:00 AM	Refreshments and Networking
9:15 AM	Welcome <i>Paul Turman, NSWERS Executive Council President</i>
9:30 AM	NSWERS History & Background <i>Matt Hastings, NSWERS Executive Director</i>
9:45 AM	Participant Introductions
10:45 AM	Break
11:00 AM	Proof of Concept Showcase and Discussion
12:00 PM	Working Lunch <i>NSWERS Six Stages of Analysis</i>
1:00 PM	Answering Critical Questions
1:30 PM	1, 2, All: Local Community Needs
3:00 PM	End-of-Day Wrap-up



Upcoming Executive Council Meetings

July



October

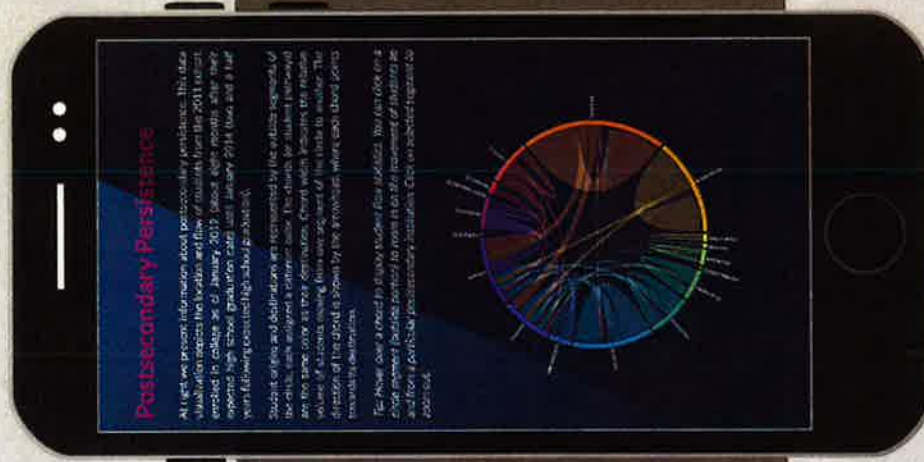


January





Nebraska Pathways to Learning and Earning



dataviz.nswers.org



Thank You

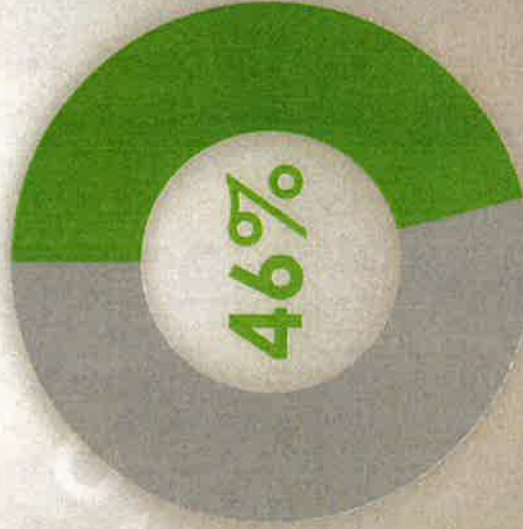
Next Executive Council Meeting:
July 27, 2022



Progress

+3%
since 03/02/22

Overall progress towards
NSWERS Strategic Plan 2021-23





Goal 1

Establish Data
System

Establish NSWERS data system
for sustainable insights



Goal 1

Establish Data System

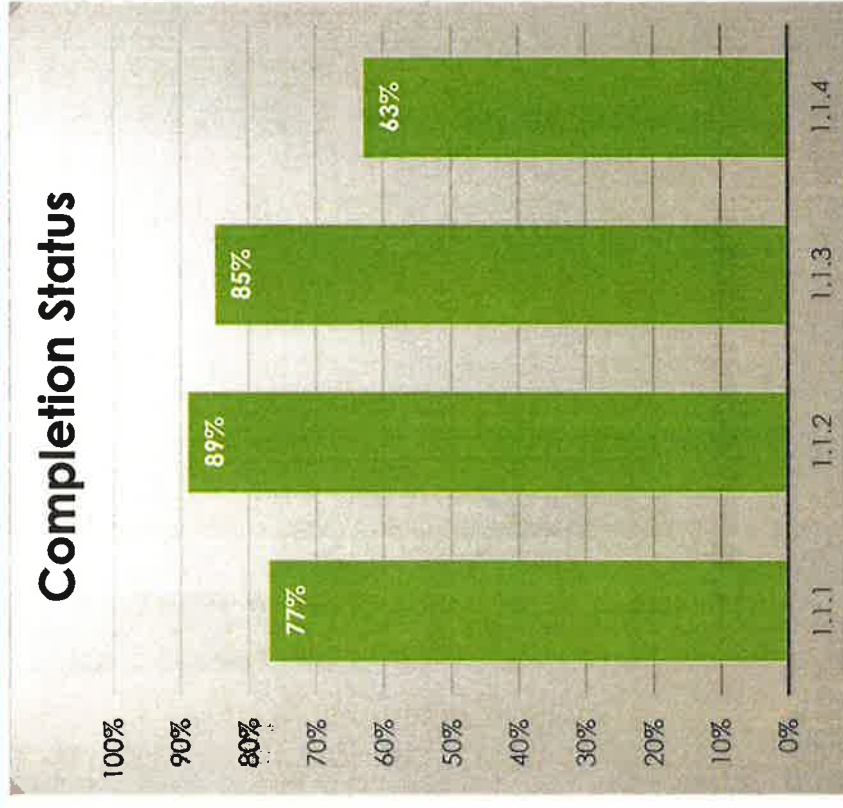
Objectives

Completion Status



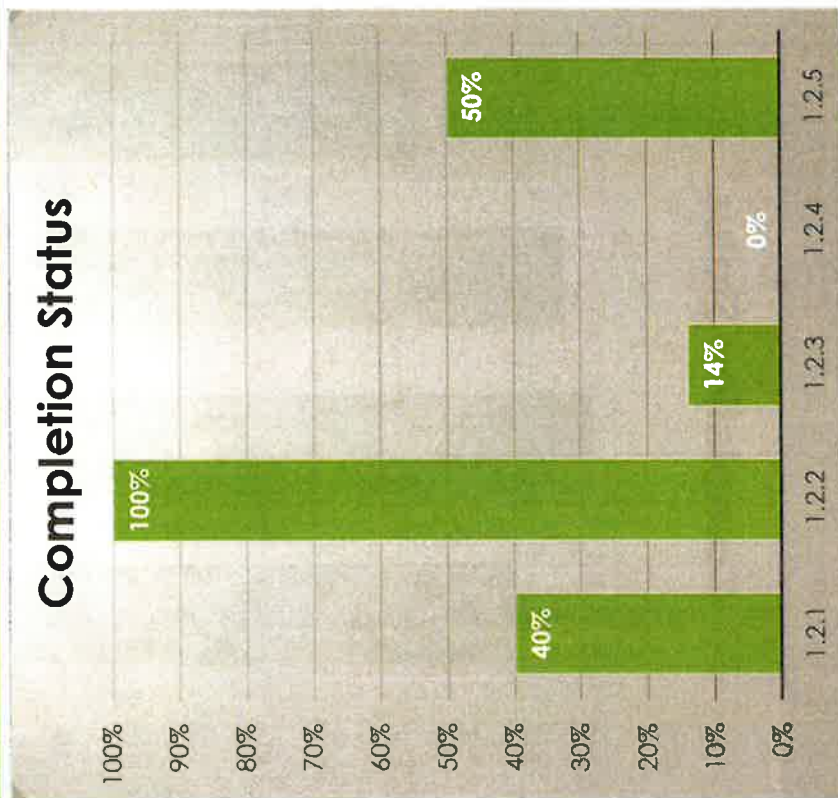
Objective 1.1 : Develop & Implement Foundational Elements

- Strategy 1.1.1
Define Organizational Strategies
- Strategy 1.1.2
Establish Organizational Structures
- Strategy 1.1.3
Create and Implement Organizational System
- Strategy 1.1.4
Acquire & Maintain Organizational Skills



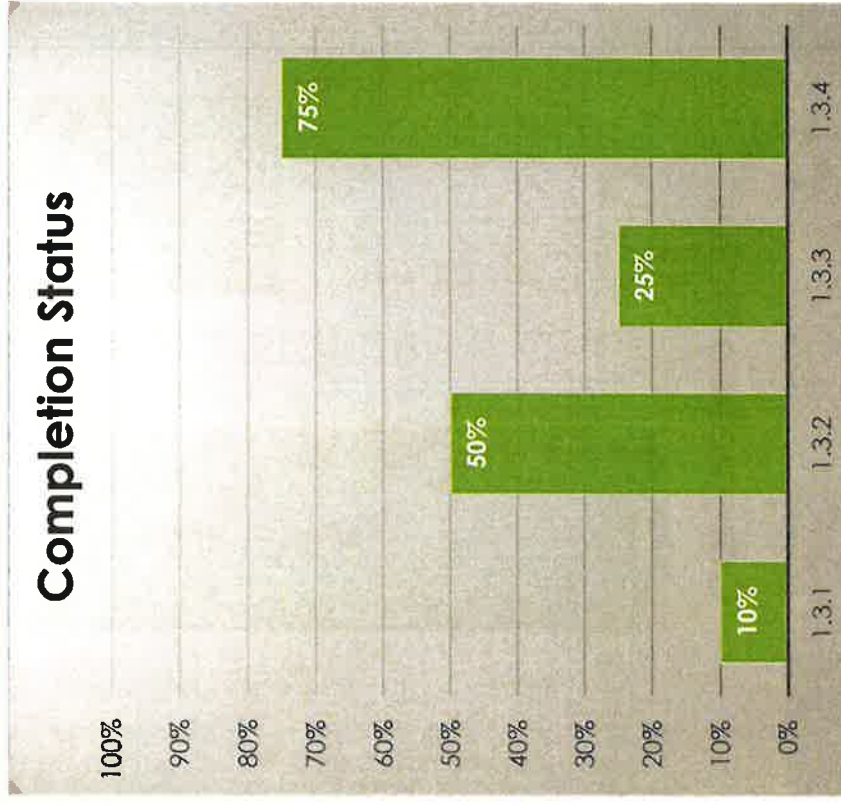
Objective 1.2 : Define NSWERS Data Collection

- Strategy 1.2.1
Ensure the Interoperability of NSWERS Data
- Strategy 1.2.2
Leverage Nebraska Person ID System
- Strategy 1.2.3
Pursue Value-Add Partner Support Activities
- Strategy 1.2.4
Leverage Public Domain Data Repositories
- Strategy 1.2.5
Explore Methodologies for Auxiliary Data Collection



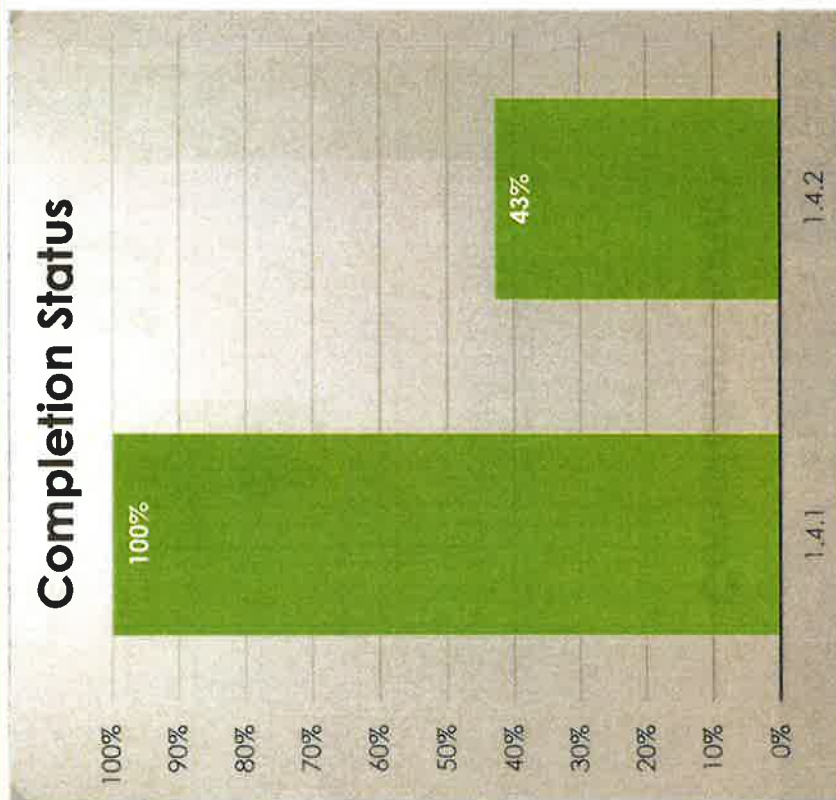
Objective 1.3 : Design and Execute Data Acquisition

- Strategy 1.3.1
Develop and Implement a Secure, Web-Based Portal
- Strategy 1.3.2
Leverage Industry-Standard Data Exchange Technologies
- Strategy 1.3.3
Develop and Implement Quality Control Processes
- Strategy 1.3.4
Establish Annual Calendar



Objective 1.4 : Optimize Data Processing and Protect Digital Assets

- Strategy 1.4.1
Establish and Maintain a Robust Data Security Program
- Strategy 1.4.2
Implement a Comprehensive Program of Data Governance





Goal 2

Evaluate
Efficacy

Evaluate the efficacy of
Nebraska's education and
workforce training systems

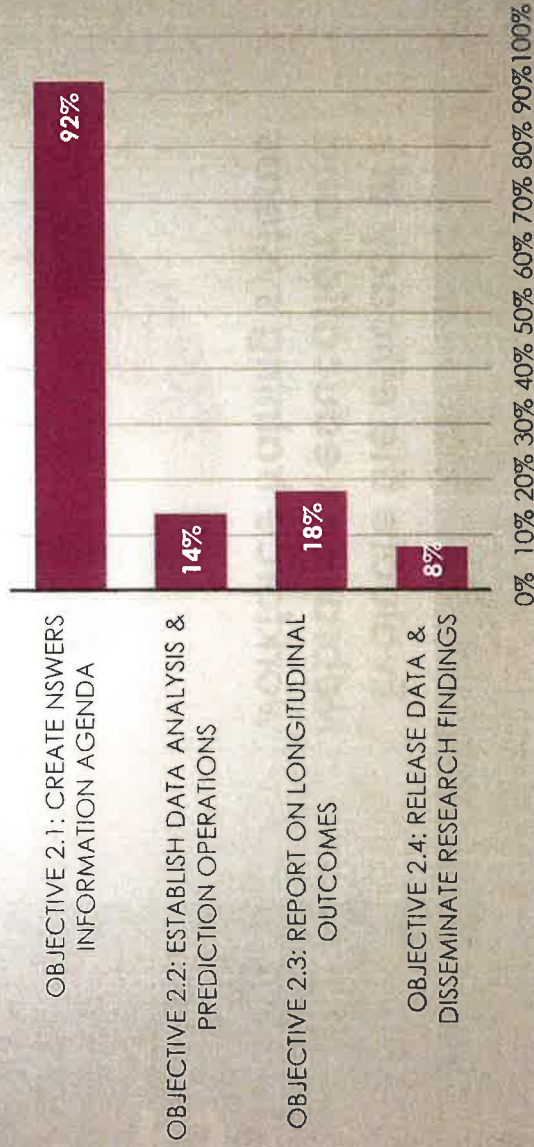


Goal 2

Evaluate Efficacy

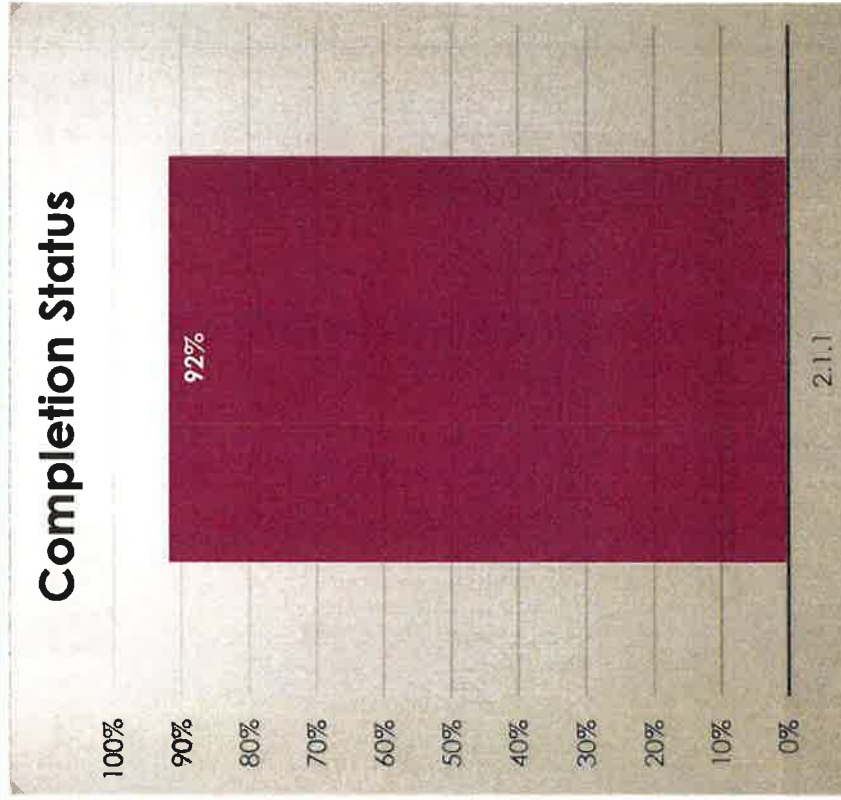
Objectives

Completion Status



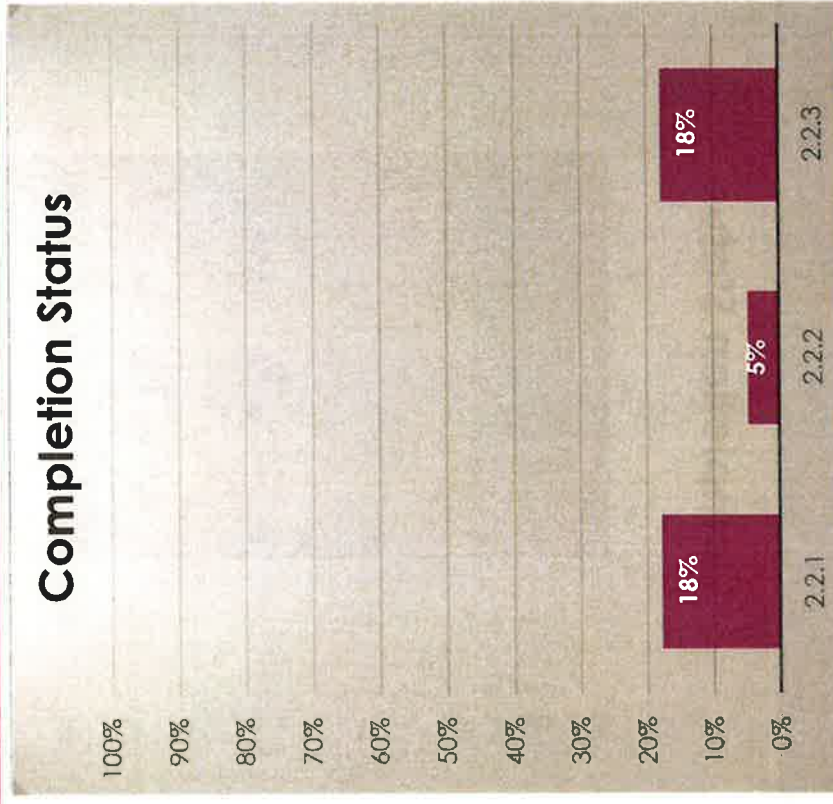
Objective 2.1 : Create NSWERS Information Agenda

- Strategy 2.1.1
**Adopt Solutions for Timeliness,
Relevance and Accuracy**



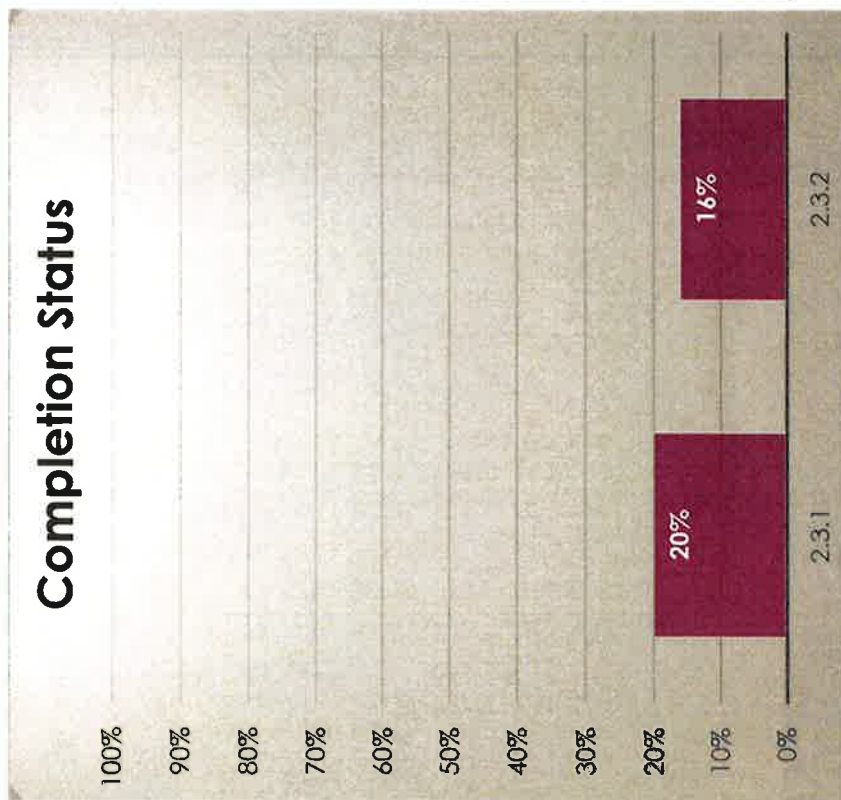
Objective 2.2 : Establish Data Analysis and Prediction Operations

- Strategy 2.2.1
Implement a Modern, Flexible and Scalable Analytics Unit
- Strategy 2.2.2
Establish Collaboration Opportunities and Cultivate Funding
- Strategy 2.2.3
Leverage the Capacity of NSWERS Partners and Affiliates



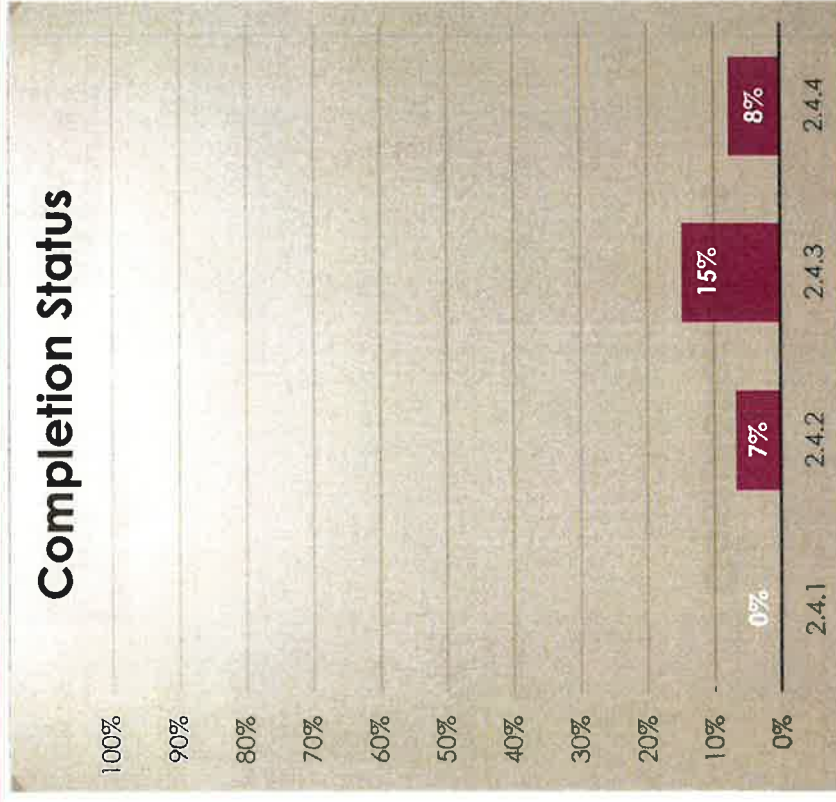
Objective 2.3 : Report on Longitudinal Outcomes

- Strategy 2.3.1
**Operationalize and Measure
Education Outcomes**
- Strategy 2.3.2
**Operationalize and Measure
Workforce Outcomes**



Objective 2.4 : Release Data and Disseminate Research & Evaluation Findings

- Strategy 2.4.1
Establish and Maintain a data Clearinghouse to facilitate Data as a Product (DaaP) Enterprise
- Strategy 2.4.2
Establish and Maintain Data as a Service (DaaS) Enterprise
- Strategy 2.4.3
Create or Acquire Communications Methods and Platforms
- Strategy 2.4.4
Strengthen Awareness, Facilitate Collaborations and Drive System Improvements



NSWERS Systems Architecture

April 27, 2022



nswers

David Hefley
Assistant Director, IT Application Development
NSWERS Executive Council – Quarterly Meeting
Varner Hall, Lincoln, NE

Main Goals

- Security (Protect PII)
- Flexibility
- Maintainability



Goal 1

Security

- Highest risk
- Essential to operations

Goal 1

Security

Operationalization

- Remove from daily operations
 - Use derived data in production
 - Use an "NSWERS ID"
- Restrict PII exposure
 - Encrypt as early as possible
 - Isolate data matching process
 - Operate in GCC High



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Goal 2

Flexibility

- Easy to add features
- Accommodate new data
- Quickly develop new uses

Goal 2

Flexibility

Operationalization

- Use modular design
 - Upgrade or Update components without a redesign
- Cloud Native (Azure)
 - Mix and match offerings
- Scalable
 - Add resources automatically only when needed



Goal 3

Maintainability

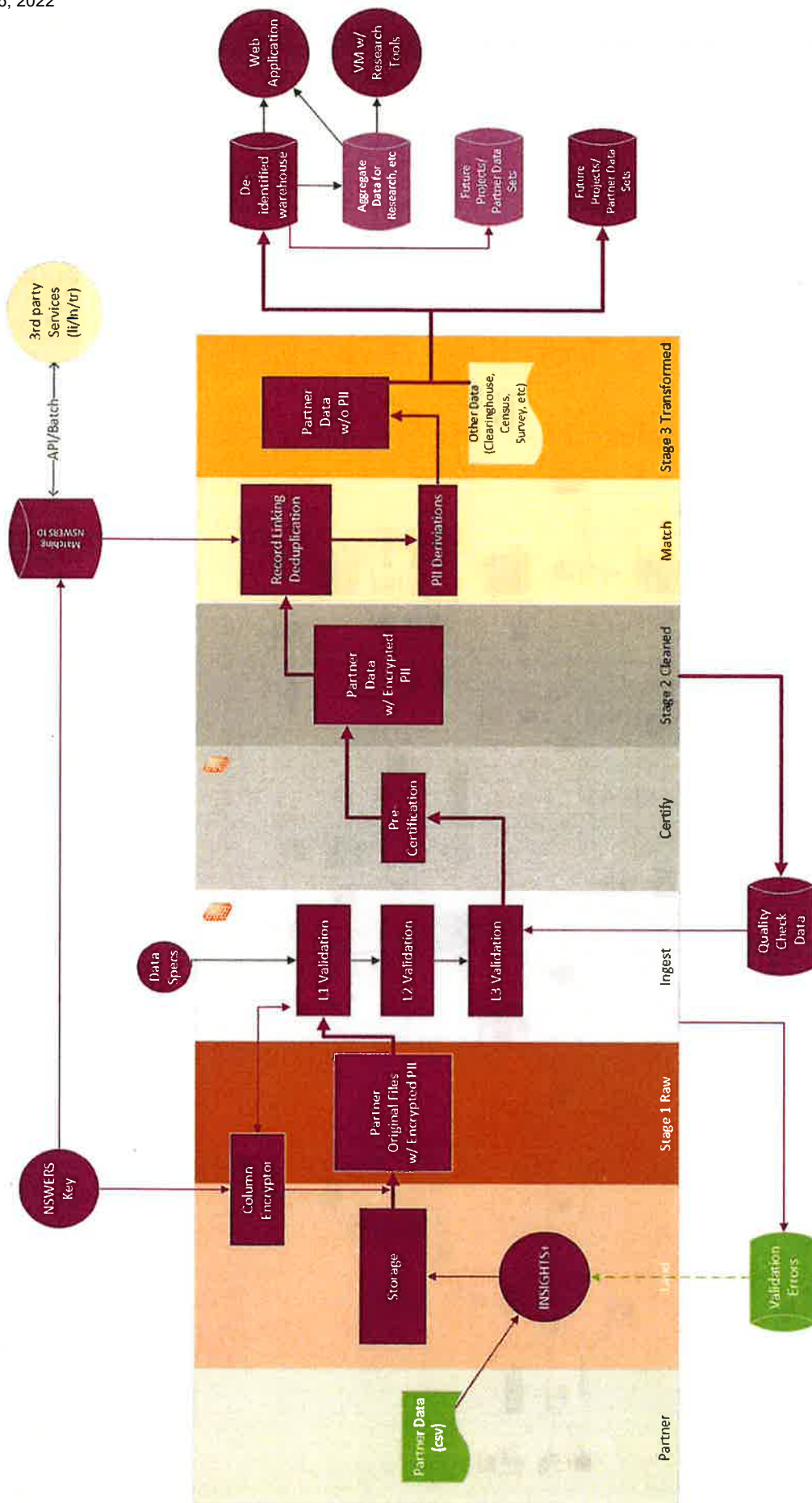
- Keep staff size small
- Ensure low technical debt
- Easy to deploy

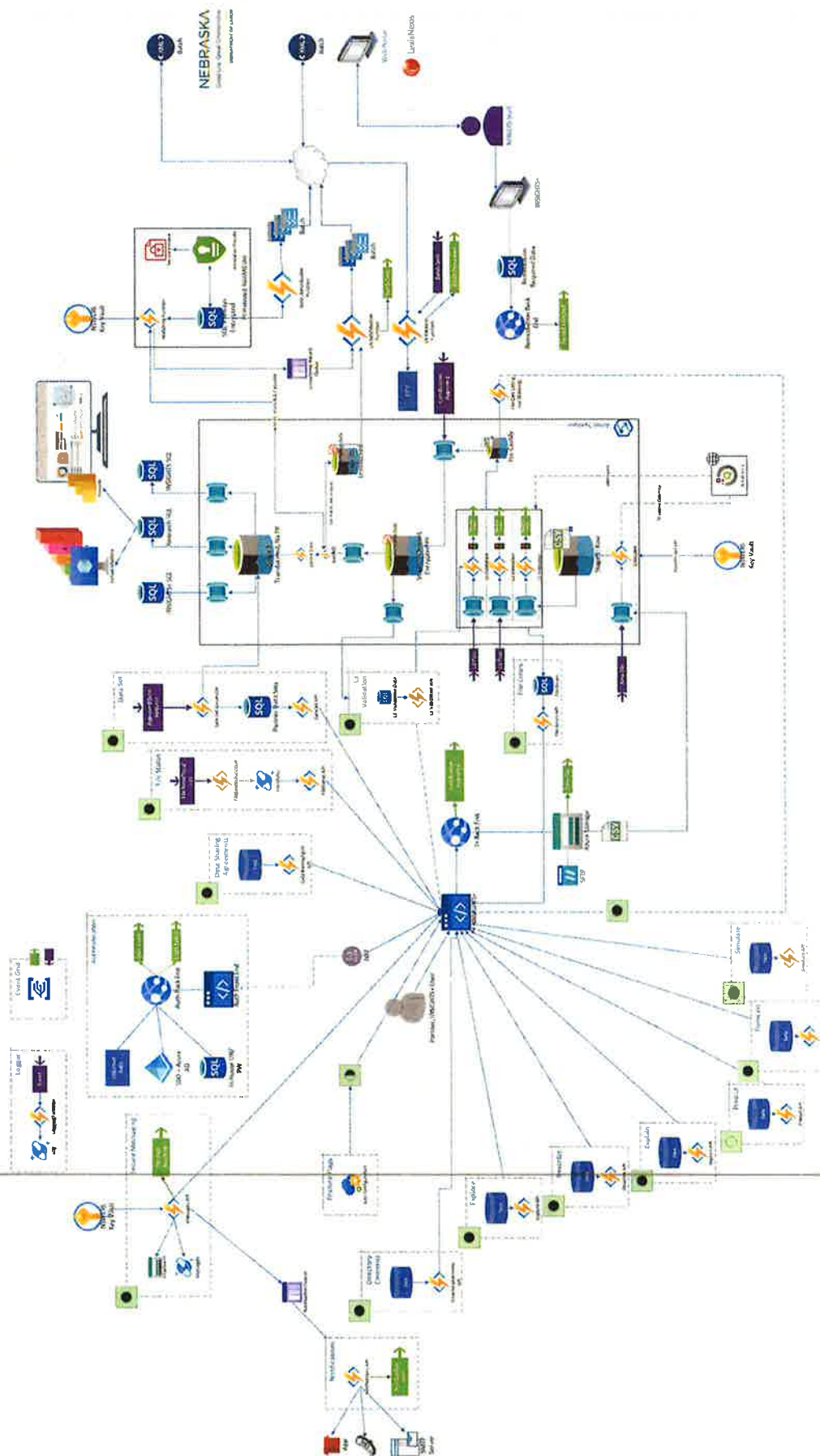
Goal 3

Maintainability

Operationalization

- Front load work with a lot of planning
 - Documentation and Requirements
- Automation
 - Scripted processes
 - Repeatable
- Industry standard design
 - Large amount of support







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Thank You

TOTALS

Fiscal Year 2022-2023		Original	Revised
	Expenses	Cost	Cost
	TOTAL WAGES	\$ 817,791.00	\$ 830,281.00
	TOTAL BENEFITS	\$ 369,470.68	\$ 267,423.07
	TOTAL PERSONAL SERVICES	\$1,187,261.68	\$1,097,704.07
	TOTAL OPERATING EXPENSES	\$ 48,470.00	\$ 48,470.00
	TOTAL TRAVEL	\$ 32,565.00	\$ 32,565.00
	TOTAL EQUIPMENT	\$ 5,000.00	\$ 5,000.00
	TOTAL SOFTWARE	\$ 32,500.00	\$ 32,500.00
	TOTAL CONTRACTUAL SERVICES	\$ 824,500.00	\$ 824,500.00
TOTAL		\$2,130,296.68	\$2,040,739.07

TOTALS

Fiscal Year 2022-2023 (As Proposed for Update on July 26, 2022)	
Expenses	Cost
TOTAL WAGES	\$ 830,281.00
TOTAL BENEFITS	\$ 267,423.07
TOTAL PERSONAL SERVICES	\$ 1,097,704.07
TOTAL OPERATING EXPENSES	\$ 48,470.00
TOTAL TRAVEL	\$ 32,565.00
TOTAL EQUIPMENT	\$ 5,000.00
TOTAL SOFTWARE	\$ 32,500.00
TOTAL CONTRACTUAL SERVICES	\$ 824,500.00
TOTAL	\$ 2,040,739.07

<u>FTE</u>	<u>POSITION TITLE</u>	<u>PG</u>	<u>2022-23 SALARY</u>
1	Executive Director		\$ 167,272.00
1	Research & Evaluation, Asst. Dir.		\$ 108,459.00
1	Database/ETL Developer, Asst. Dir.		\$ 110,086.00
2	Researcher		\$ 170,000.00
1	Communications Manager		\$ 86,005.00
1	Web Applications Developer, Asst. Dir.		\$ 108,459.00
1	Partner Engagement Specialist		\$ 80,000.00
<u>COST ITEM</u>	<u>DESCRIPTION</u>		<u>COST</u>
511100	Permanent Salaries		\$ 830,281.00
511200	Temporary Salaries		\$ -
511300	Overtime		\$ -
511900	Supplemental Pay		\$ -
	Other		\$ -
	TOTAL WAGES		\$ 830,281.00
515100	Retirement		\$ 49,816.86
515200	FICA		\$ 58,119.67
515400	Life Insurance		\$ 830.28
515500	Health Insurance		\$ 158,583.67
516500	Workers Comp.		\$ 72.59
	Other Benefits		\$ -
	TOTAL BENEFITS		\$ 267,423.07
510000	TOTAL PERSONAL SERVICES		\$ 1,097,704.07
521100	Postage		\$ 1,600.00
521200	Communication		\$ 8,000.00
521400	Data Processing		\$ 10,800.00
521500	Publication/Printing		\$ 7,420.00
522100	Dues/Subscriptions		\$ 1,000.00
522200	Conference Registration		\$ 1,750.00
523100	Utilities		\$ -
524600	Office Rent		\$ -
525500	Other Rent		\$ -
532100	Non-Capitalized Equipment		\$ -
555200	Data Processing Software		\$ 12,500.00
527100	Repair/Maintenance		\$ 1,000.00
531100	Supplies		\$ 2,400.00
554900	Contractual Services		\$ 824,500.00
555200	Software		\$ 32,500.00
559100	Other Operating Expense		\$ 2,000.00
OPERATING TOTAL			\$ 905,470.00
<u>COST ITEM</u>	<u>DESCRIPTION</u>		<u>2022-23 COST</u>
571100	Board/Lodging		\$ 7,215.00
572100	Commercial Travel		\$ 4,410.00

573100	State-Owned Trans.	\$	8,440.00
574100	Personal Vehicle Mileage	\$	2,410.00
575100	Misc. Travel	\$	9,755.00
570000	TOTAL TRAVEL	\$	32,230.00
583000	Office Equipment	\$	-
583300	Data Processing Hardware	\$	5,000.00
	Other Capital Outlay	\$	-
580000	TOTAL EQUIPMENT	\$	5,000.00
TOTAL		\$	2,040,404.07
OPERATIONS SOURCES OF FUNDING			
	Funding Commitments	\$	1,345,982.00
	Estimated Carryover	\$	2,628,138.00
	TOTAL	\$	3,974,120.00
TOTAL		\$	1,933,715.93
FUNDING COMMITMENTS			
	Metro Community College	\$	70,000.00
	University of Nebraska	\$	145,006.00
	Peter Kiewit Foundation	\$	336,496.00
	Sherwood Foundation	\$	230,000.00
	William & Ruth Scott Foundation	\$	125,000.00
	Weitz Family Foundation	\$	50,000.00
	Susan T. Buffett Foundation	\$	150,000.00
	Walter & Suzanne Scott Foundation	\$	100,000.00
	Nebraska Department of Education	\$	139,480.00
TOTAL		\$	1,345,982.00

510000 Personal Services

Fiscal Year 2022-2023												
FTE	POSITION TITLE	PG	2022-2023 Salary	Retirement 2022-2023	Health Insurance 2022-2023	FICA	Life Insurance	Worker's Comp.	TOTAL	TOTAL SALARY	TOTAL BENEFITS	
	1 Executive Director		\$ 167,272.00	\$ 10,036.32	\$ 31,948.95	\$ 11,709.04	\$ 167.27	\$ 17.30	\$ 221,150.88			
	1 Research & Evaluation, Asst. Dir.		\$ 108,459.00	\$ 6,507.54	\$ 20,715.67	\$ 7,592.13	\$ 108.46	\$ 11.21	\$ 143,394.01			
	1 Database/ETL Developer, Asst. Dir.		\$ 110,086.00	\$ 6,605.16	\$ 21,026.43	\$ 7,706.02	\$ 110.09	\$ 11.38	\$ 145,545.07			
	2 Researcher		\$ 170,000.00	\$ 10,200.00	\$ 32,470.00	\$ 11,900.00	\$ 170.00	\$ 12.43	\$ 224,752.43			
	1 Communications Manager		\$ 86,005.00	\$ 5,160.30	\$ 16,426.96	\$ 6,020.35	\$ 86.01	\$ 6.22	\$ 113,704.83			
	1 Web Applications Developer, Asst. Dir.		\$ 108,459.00	\$ 6,507.54	\$ 20,715.67	\$ 7,592.13	\$ 108.46	\$ 7.84	\$ 143,390.64			
	1 Partner Engagement Specialist		\$ 80,000.00	\$ 4,800.00	\$ 15,280.00	\$ 5,600.00	\$ 80.00	\$ 6.22	\$ 105,766.22			
TOTAL	8		\$ 830,281.00	\$ 49,816.86	\$ 158,583.67	\$ 58,119.67	\$ 830.28	\$ 72.59	\$ 1,097,704.07	\$ 830,281.00	\$ 267,423.07	

520000 Operating Expenses

Fiscal Year 2022-2023					
Expenses	Detail	Cost/FTE	FTE	TOTAL	
Postage		\$ 200.00	8	\$	1,600.00
Communication	Local Service	\$ 300.00	8	\$	2,400.00
Communication	Long Distance	\$ 450.00	8	\$	3,600.00
Communication	Cell Phone/Hotspot	\$ 1,000.00	2	\$	2,000.00
Data Processing	Educational Network Fee	\$ 1,300.00	8	\$	10,400.00
Data Processing	Network Depreciation	\$ 50.00	8	\$	400.00
Printing	Commercial Printing	\$ 5,500.00	8	\$	5,500.00
Printing	Photocopy	\$ 240.00	8	\$	1,920.00
Dues/Subscriptions		\$ 1,000.00	1	\$	1,000.00
Meeting/Conference Registration		\$ 350.00	5	\$	1,750.00
Office Rent/Building Renewal	Professional Staff	\$ -	8	\$	-
Office Rent/Building Renewal	Support Staff	\$ -	0	\$	-
Data Processing Software	Enterprise Software	\$ 2,500.00	5	\$	12,500.00
Repair/Maintenance		\$ 125.00	8	\$	1,000.00
Supplies	Subsequent Years	\$ 300.00	8	\$	2,400.00
Other Operating Expenses		\$ 250.00	8	\$	2,000.00
TOTAL				\$ 48,470.00	

570000 Travel

Fiscal Year 2022-2023									
Expenses	Detail	High Cost	High FTE	Medium Cost	Medium FTE	Low Cost	Low FTE	TOTAL	
Board/Lodging		\$ 2,575.00	1	\$ 1,570.00	2	\$ 500.00	3	\$	7,215.00
Commercial Travel		\$ 2,210.00	1	\$ 1,100.00	2	\$ -	3	\$	4,410.00
State Owned Transportation		\$ 3,315.00	1	\$ 2,000.00	2	\$ 375.00	3	\$	8,440.00
Personal Mileage		\$ 715.00	1	\$ 360.00	2	\$ 325.00	3	\$	2,410.00
Miscellaneous Travel		\$ 165.00	1	\$ 85.00	2	\$ -	3	\$	335.00
Prof. Development Travel		\$ 3,315.00	2	\$ 2,000.00	1	\$ 375.00	3	\$	9,755.00
TOTAL		\$ 12,295.00		\$ 7,115.00		\$ 1,575.00		\$	32,565.00

580000 Office Equipment

Fiscal Year 2022-2023					
Expenses	Detail	Cost/FTE	FTE	TOTAL	
Office Equipment	Desk	\$ -	0	\$	-
Office Equipment	Chair	\$ -	0	\$	-
Office Equipment	File Cabinet	\$ -	0	\$	-
Office Equipment	Misc.	\$ -	0	\$	-
Office Equipment	Wall Partitions	\$ -	0	\$	-
Data Processing Hardware/Software	Standard Desktop	\$ -	0	\$	-
Data Processing Hardware/Software	Standard Laptop	\$ -	0	\$	-
Data Processing Hardware/Software	Standard Software	\$ -	0	\$	-
Power User	Power Desktop	\$ -	0	\$	-
Power User	Power Laptop	\$ -	0	\$	-
Power User	Power Software	\$ 5,000.00	1	\$	5,000.00
TOTAL				\$	5,000.00

555200 Software

Fiscal Year 2022-2023				
Expenses	Detail	Cost/FTE	FTE	TOTAL
Public Website (www.nswers.org)	Domain Name, WordPress Website	\$ 2,500.00	-	\$ 2,500.00
Enterprise Software	Enterprise Software	\$ 30,000.00	-	\$ 30,000.00
TOTAL				\$ 32,500.00

554900 Contractual Services

Fiscal Year 2022-2023			
Expenses	Detail	Cost	
Business Services & Support	NU Service Contract	\$	85,000.00
Audit Services	TBD	\$	25,000.00
Legal Counsel	KSB School Law	\$	25,000.00
Insurance	Aon Risk Services (\$2M Public Officials and \$5M x \$5M Cyber Liability policies)	\$	60,000.00
Data Storage & Security	NU ITS, Microsoft Azure Cloud Storage and Utilization	\$	80,000.00
Technical Consulting & Support	NSWERS Data System Development	\$	500,000.00
Research Consulting & Support	Establish Data Analysis & Prediction Operation	\$	100,000.00
Internships/Assistantships	Research and Technical Support	\$	-
Professional Development	Security, Technical, Methodological (\$500 * 8 FTE)	\$	4,000.00
Meetings & Trainings	Executive & Management Councils, Advisory Committees, Data & Technical Committee, Research Review Board	\$	5,000.00
Communications/Media		\$	15,500.00
Data/Info Release & Dissemination		\$	10,000.00
Partner Support Services		\$	-
TOTAL		\$	824,500.00

NEBRASKA P-20W

NEBRASKA STATEWIDE WORKFORCE & EDUCATIONAL REPORTING SYSTEM (NSWERS)

NSWERS BYLAWS

ARTICLE I ESTABLISHMENT OF JOINT ENTITY

Section 1.1. Establishment and Name. LB 1071 (2010) required the Nebraska State Board of Education, Board of Regents of the University of Nebraska, the Board of Trustees of the Nebraska State Colleges, and the board of governors of each community college area to enter into a Memorandum of Understanding to adopt a policy to share student data. LB1071 is codified in the Nebraska Revised Statutes (§85-110 (University of Nebraska); §85-309 (Nebraska State College System); §79-776 (Nebraska Department of Education); §85-1511 (Nebraska Community Colleges)). The resulting 2010 Memorandum of Understanding for Sharing of Student Data between the Nebraska Department of Education, the University of Nebraska, the Nebraska State Colleges, and the Nebraska Community Colleges (herein the “MOU”) established an agreement “to share student data for the purposes of evaluation of and research related to public pre-kindergarten, elementary, secondary, and postsecondary education to improve education in Nebraska” as authorized by the Family Educational Rights and Privacy Act (FERPA) (see 20 U.S.C. §1232g(b)(1)(F) and 34 CFR §99.31(a)(6)). The data governing council created herein shall operate under the name of the Nebraska Statewide Workforce & Educational Reporting System (NSWERS). The MOU was replaced by the NSWERS AGREEMENT (herein the “AGREEMENT”) in October 2019.

Section 1.2. Definitions.

Section 1.2.1 “Executive Council” shall mean the NSWERS governance body of four (4) representative members comprised of the Commissioner of Education or his or her designee, President of the University of Nebraska or his or her designee, Chancellor of the Nebraska State College System or his or her

designee, and a President of one of the Nebraska Community Colleges (herein the “Executive Council”) as established pursuant to Section 2.1 herein.

Section 1.2.2 “President” shall mean the President of NSWERS as elected pursuant to Section 4.2 herein.

Section 1.2.3 “Vice President” shall mean the Vice President of NSWERS as elected pursuant of Section 4.3 herein.

Section 1.2.4 “Secretary-Treasurer” shall mean the Secretary-Treasurer of NSWERS as elected pursuant to Section 4.4 herein.

Section 1.3. Members of NSWERS. The membership of NSWERS shall include signatories to the AGREEMENT (herein the “Participating Agencies”). The initial membership of NSWERS is identified on Exhibit “A” attached hereto.

Section 1.4. New Members. Prospective members of NSWERS may be nominated by any Participating Agency, and new members will be added with unanimous approval by NSWERS Executive Council.

Section 1.5. Powers and Duties. NSWERS shall make decisions related to the creation, operations, maintenance, and reporting of student data from the prekindergarten through postsecondary and workforce data warehouses. NSWERS shall further define, and may expand upon, the data to be shared and establish appropriate guidance.

Section 1.6. Principal Office. The principal office of NSWERS is the University of Nebraska Central Administration, 3835 Holdrege Street, Lincoln, Nebraska 68583-0743. Meetings shall be conducted at the President of NSWERS’ institutional offices or as the Executive Council members may designate from time to time.

ARTICLE II

EXECUTIVE COUNCIL, DIRECTOR, AND COMMITTEES

Section 2.1. Executive Council Membership. The Participating Agencies shall be represented by a council of four (4) representative members comprised of the Commissioner of Education or his or her designee, President of the University of Nebraska or his or her designee, Chancellor of the Nebraska State College System or

his or her designee, and a President of one of the Nebraska Community Colleges (herein the “Executive Council”) ~~or his or her designee~~. Any such delegation of authority by the named principal to another to serve as the NSWERS Executive Council member for a participating agency shall be delivered in writing to all other Executive Council members. Written delegations of authority so executed shall remain in force unless and until revoked in writing by the principal with notice to all other Executive Council members. The initial representative for the Nebraska Community Colleges shall be elected by majority vote of the Presidents of participating Nebraska Community Colleges signatory to the AGREEMENT. Said representative shall serve on the Executive Council for a renewable term of two years unless the representative earlier is removed or resigns from the position. The representative for the Nebraska Community Colleges serving on the Executive Council shall be succeeded by the representative for the Nebraska Community Colleges appointed to serve on the Management Committee consistent with Section 2.7.2 herein, unless another representative is elected by majority vote of the Presidents of participating Nebraska Community Colleges signatory to the AGREEMENT.

Section 2.2. Duties. Subject to Section 3.5 hereinafter elaborated, the Executive Council shall define and prioritize the high-level objectives, policies and operating parameters of NSWERS. Specific duties include: maintain overall responsibility and authority over NSWERS; designate a President, Vice-President and Secretary-Treasurer; secure funding, resources and support for the NSWERS system and staff; approve the budget and annual plan for NSWERS; approve NSWERS policies and procedures; establish expectations and priorities for the research agenda; solicit and organize non-voting members of the Advisory Committee; and appoint representatives.

Section 2.3. Term. Each Executive Council member shall hold membership until his or her successor is designated, elected or appointed by the respective Participating Agency or Agencies consistent with these bylaws.

Section 2.4. Removal and Vacancies. Executive Council members may only be removed by their respective Participating Agency or Agencies. Any vacancies shall be promptly filled by designation, election or appointment of the respective Participating Agencies.

Section 2.5. Compensation. The Executive Council members shall not be compensated for their services.

Section 2.6. Executive Director. NSWERS, by resolution of the majority of the Executive Council members at which a quorum is present, may appoint or remove an Executive Director. The Executive Director may be an employee on loan to NSWERS from a participating agency or other contractor. The Executive Director shall act as the principal executive agent of NSWERS and to conduct business on behalf of NSWERS. The Executive Director shall be responsible for the day-to-day administration of NSWERS consistent with the directives of the Executive Council and the purposes for which NSWERS was formed, and shall perform all other duties as assigned by the Executive Council. The Executive Director will report to the Executive Council at all regular and special meetings and shall keep the Executive Council apprised of all information necessary for the Executive Council to conduct its business.

Section 2.7. Committees Established by the Executive Council. NSWERS, by resolution of the majority of the Executive Council members at which a quorum is present, may establish committees that may exercise specific duties of NSWERS. Unless otherwise directed by the Executive Council, such committees shall report to the Executive Director. The Executive Director shall be responsible for reporting to the Executive Council regarding the work and advice of the committees reporting to him or her. Such committees shall not report directly to the Executive Council except upon matters discussed or acted upon by the committee in compliance with the Open Meetings Act (Nebraska Revised Statutes §§84-1407 to 84-1414). However, the conduct of such committees shall at all times be subject to the direction and control of the Executive Council and shall be consistent with the directives of the Executive Council. Committee members shall be appointed by the affirmative vote of a majority of the Executive Council members present. A majority of members of any committee shall constitute a quorum for the transaction of business at a meeting of such committee. The designation of any committee and the delegation thereto of authority shall not operate to relieve NSWERS of any responsibility of NSWERS or the Executive Director of any responsibility delegated by the Executive Council.

Section 2.7.1 Advisory Committee. NSWERS shall have a standing advisory committee of stakeholders comprised of membership selected from outside of the Participating Agencies to make recommendations to inform NSWERS' objectives (herein the "Advisory Committee"). The Advisory Committee shall be subject to the provisions of Section 2.7 above.

Section 2.7.2 Management Committee. NSWERS shall have a standing management committee comprised of representative members of NSWERS responsible for operational management and advancing NSWERS' agenda and initiatives at the direction of the Executive Council (herein the "Management Committee"). The Management Committee shall be subject to the provisions of Section 2.7 above. The Nebraska Community Colleges shall by majority vote of the Presidents of participating Nebraska Community Colleges signatory to the AGREEMENT elect a representative to serve as a member of the Management Committee. Said representative shall thereafter serve on the Executive Council consistent with the provisions of Section 2.1 herein.

Section 2.7.3 Technology Committee. NSWERS shall have a standing technology committee responsible for architecting and governing the data warehouse and the connection to data sources at the direction of the Management Committee (herein the "Technology Committee"). The Technology Committee shall be subject to the provisions of Section 2.7 above.

Section 2.7.4 Research Review Committee. NSWERS shall have a standing research review committee responsible for reviewing research requests within the context of the research agenda at the direction of the Management Committee (herein the "Research Review Committee"). The Research Review Committee shall be subject to the provisions of Section 2.7 above.

Section 2.7.5 Other Committees. Additional committees having and exercising the authority of NSWERS may be established by the Executive Council as set forth in Section 2.7.

ARTICLE III MEETINGS OF NSWERS

Section 3.1. First Meeting. The President of the University of Nebraska or his or her designee shall convene the first meeting of the Executive Council.

Section 3.2. Regular Meetings. The Executive Council shall meet at least two times annually. Meetings shall be held at the President's institutional offices or at such other place the Executive Council may designate.

Section 3.3. Special Meetings. Special meetings may be called from time to time with the approval of the President and Vice President of NSWERS.

Section 3.4. Notice of Meetings. Notice of the time and place of regular and special Executive Council meetings will be given to the membership by electronic mail and published on NSWERS' web page. NSWERS will comply with the applicable provision of the Open Meetings Act (Nebraska Revised Statutes §§84-1407 to 84-1414) for all Executive Council regular or special meetings.

Section 3.5. Quorum. A majority of the Executive Council shall constitute a quorum for the transaction of business of any meeting of the Executive Council. An affirmative vote of a majority of all members of the Executive Council qualified to serve and vote at said time shall be required for the adoption of any resolution unless otherwise provided by law or these Bylaws. In all other matters a majority of those present at the meeting shall control action of NSWERS.

Section 3.6. Acts of NSWERS. Except as otherwise required by Nebraska law or specified in these Bylaws, NSWERS shall take action by the affirmative vote of the majority of the Executive Council, who shall be entitled to one (1) vote on each matter submitted to a vote.

Section 3.7. Presumption of Assent. A member of the Executive Council who is present at a meeting of the Executive Council at which action on any matter is taken shall be presumed to have assented to the action taken unless his or her dissent is entered in the minutes of the meeting or unless they file a written dissent with the President.

ARTICLE IV OFFICERS OF NSWERS

Section 4.1. Number. The officers of NSWERS shall be a President, Vice President, and Secretary-Treasurer, and such other officers as the Executive Council may deem appropriate.

Section 4.2. President of NSWERS. There shall be a President of NSWERS who shall serve for two years and rotate among the Nebraska Department of Education, the University of Nebraska, the Nebraska State Colleges, and the Nebraska Community

Colleges. The President shall be the principal executive officer of NSWERS and shall preside at all meetings of the Executive Council.

Section 4.3. Vice President. The Vice President shall be the member who will serve as President in the next two-year term. In the absence of the President, or in the event of his or her refusal to act, the Vice President shall perform the duties of the President and, in general perform all the duties incident to the office of Vice President as the Executive Council may assign.

Section 4.4. Secretary-Treasurer. The Secretary-Treasurer shall maintain minutes of the proceedings of the Executive Council; see that all notices are given in accordance with these Bylaws or as required by law; shall be the custodian of all books, records, papers, and property of NSWERS; shall have charge of custody and be responsible for all funds of NSWERS; and in general shall perform all the duties incident to the office of Secretary-Treasurer and such other duties as the Executive Council may assign. The Secretary-Treasurer may assign tasks to a designee to accomplish these duties at his/her discretion.

Section 4.5. Election of Officers. The initial officers of NSWERS shall be elected at the first meeting of the Executive Council. Officers shall thereafter be elected by the Executive Council at its annual meeting, as applicable. Establishment of the order of rotation for officers shall be conducted in accordance with Sections 3.5 and 3.6 herein.

Section 4.6. Term of Service. The President, Vice President and Secretary-Treasurer of NSWERS shall serve two-year terms. The member elected Vice President shall be the member who will serve as President in the next two-year term.

Section 4.7. Removal of Officers. Officers may be removed by a three-fourths (3/4) vote of the Executive Council for cause or whenever in the Executive Council's judgment the best interest of NSWERS will be served thereby.

Section 4.8. Compensation. Officers of NSWERS shall not be compensated for their service.

ARTICLE V CONTRACTS, CHECKS, AND DEPOSITS

Section 5.1. Contracts. The Executive Council may authorize any officer or agent of NSWERS to enter into any contract or execute and deliver any instrument in the name of and on behalf of NSWERS, and such authority may be general or confined to specific instances.

Section 5.2. Checks, Drafts, and Orders for the Payment of Money. All checks, drafts, or orders for payment of money, notes or other evidences of indebtedness issued in the name of NSWERS shall be signed by such officer or officers, agent or agents of NSWERS and in such a manner as shall from time to time be determined by resolution of the Executive Council. In the absence of such determination by the Executive Council, such instruments shall be signed by the President of NSWERS or the Executive Director.

Section 5.3. Deposits. All funds of NSWERS shall be deposited and be secured in the same manner as public funds to the credit of the NSWERS in such banks or banks as the Executive Council may select.

ARTICLE VI LIABILITY PROTECTION

Section 6.1. Indemnification. NSWERS shall indemnify, defend, and hold harmless its Participating Agencies, representative members of the Executive Council, Officers, employees, and agents from and against any and all liabilities, claims, actions, proceedings and judgments, including without limitation, amounts paid in settlement, attorney fees and costs incurred in connection with the defense of any claim, action or proceeding, whether civil, criminal, administrative or other, in which any such Participating Agency, representative member of the Executive Council, Officer, employee or agent be named or involved in by virtue of having the status of a present or former Participating Agency, representative member of the Executive Council, Officer, employee, or agent thereof. The right of indemnification conferred by these Bylaws shall be extended to any threatened action, suit or proceeding, and the failure to institute it shall be deemed its final determination. The foregoing rights shall be in addition to and shall not be deemed exclusive of any other rights to which any Participating Agency, representative member of the Executive Council, Officer, employee, or agent may be entitled under any other law, agreement, or otherwise.

Section 6.2. Advances for Expenses. NSWERS may pay for or reimburse the reasonable expenses incurred by a Participating Agency, representative member of

the Executive Council, Officer, employee, or agent who is a party to a proceeding in advance of final disposition of the proceeding.

Section 6.3. Insurance. NSWERS (directly, or indirectly through a Participating Agency) may purchase and maintain insurance on behalf of an individual who is or was a representative member of the Executive Council, Officer, employee, or agent of NSWERS or who, while a representative member of the Executive Council, Officer, employee, or agent of NSWERS, is or was serving at the request of NSWERS as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise, against liability asserted against or incurred by him or her in that capacity or arising from his or her status as a director, officer, employee, or agent, whether or not NSWERS would have power to indemnify the person against the same liability.

ARTICLE VII GENERAL PROVISIONS

Section 7.1. Amendments. These Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of the majority of the Executive Council at any regular or special meeting, provided that at least ten (10) days written notice is given of the intention to adopt new Bylaws or alter, amend or repeal the existing Bylaws at such meeting.

Section 7.2. Records. NSWERS shall keep records (books, records, paper and property) and minutes of the proceedings of the meetings and actions of the Executive Council and of the committees of the Executive Council. The minutes of each meeting shall be reviewed and approved at each regular meeting of the Executive Council. If a special meeting occurs, minutes of that meeting shall be reviewed and approved at the next regular meeting of the Executive Council. The records and minutes of the Executive Council shall be available on NSWERS' web page.

Section 7.3. Fiscal Year. The fiscal year of NSWERS will begin on the first day of July and end on the last day of June of each year.

Approved and adopted by unanimous action of the NSWERS Executive Council present on April 26, 2021.

NSWERS

Commissioner of Education

University of Nebraska,
Executive Vice President and
Provost

Nebraska State College System,
Chancellor

Nebraska Community College
Representative

EXHIBIT A
**MEMBERS OF THE NEBRASKA STATEWIDE WORKFORCE &
EDUCATIONAL REPORTING SYSTEM (NSWERS)**

Nebraska Department of Education

University of Nebraska

Nebraska State College System

Central Community College

Metropolitan Community College

Mid-Plains Community College

Northeast Community College

Southeast Community College

Western Nebraska Community College

NSWERS

DRAFT

Statement of Net Position

June 30, 2022 and June 30, 2021

Unaudited

Assets	6/30/2022	6/30/2021
Current Assets:		
Cash & Investments	\$ 2,304,120	\$ 2,495,231
Accounts Receivable	222,917	17,500
Prepaid Expenses	39,173	18,861
Total Current Assets	<u>2,566,210</u>	<u>2,531,592</u>
Liabilities		
Current Liabilities:		
Accounts Payable	4,618	33,293
Total Current Liabilities	<u>4,618</u>	<u>33,293</u>
Net Position		
Unrestricted	2,561,592	2,498,299
Total Net Position	<u>\$ 2,561,592</u>	<u>\$ 2,498,299</u>

NSWERS

DRAFT

Change in Net Position

For the Month Ended June 30, 2022

Unaudited

	FY22 Budget	Fiscal YTD 6/30/2022	Fiscal YTD Budget Variance
Operating Revenues			
Foundation contributions	\$ 1,164,413	\$ 630,867	\$ (533,546)
University of Nebraska contributions	187,823	137,823	(50,000)
Metro Community College contributions	70,000	70,000	-
Department of Education contributions	135,417	135,417	-
Total Operating Revenues	1,557,653	974,107	(583,546)
Operating Expenses			
Wages	636,325	512,662	(123,663)
Benefits	335,874	121,481	(214,393)
Total Personal Services	972,199	634,143	(338,056)
Operating expenses	51,635	18,455	(33,180)
Rent	-	-	-
Travel	26,675	1,524	(25,151)
Insurance	30,000	26,695	(3,305)
Legal services	25,000	23,836	(1,164)
Auditing services	25,000	-	(25,000)
Business services	85,000	84,588	(412)
Other contractual services	584,500	121,574	(462,926)
Software	82,500	-	(82,500)
Equipment	30,000	-	(30,000)
Total Operating Expenses	1,912,509	910,814	(1,001,695)
Increase in Net Position	(354,856)	63,293	418,149
Net Position			
Net position, beginning of year	-	2,498,299	-
Net position, end of year	\$ (354,856)	\$ 2,561,592	\$ 418,149

NSWERS

DRAFT

**Supplemental Information
June 30, 2022**

Unaudited

Contractual Services:	Contract Amount	Paid as of June 30, 2022	Remaining Contract Amount
Student 1	95,000	82,080	12,920
Magnolia Consulting	129,936	70,000	59,936
University of Nebraska (Annual)	84,588	84,588	-
University of Nebraska IT	10,624	1,494	9,130
Nebraska Dept. of Education	14,400	2,100	12,300
KSB School Law	Billable Rate	44,412	N/A
Don't Panic Labs	234,560	-	234,560

Prepaid Expense:	Amount Paid	Cummulative Expense	Prepaid as of June 30, 2022	Contract Term
Aon Risk Services - Cyber Liability	43,447	7,241	36,206	5/1/22 - 5/1/23
Aon Risk Services - Combined Specialty Insurance	3,561	593	2,967	4/1/22 - 4/1/23