

**Nebraska Video Conferencing Network  
NVCN**

**Administrative Video Network  
State of Nebraska  
Division of Communications**

**To Schedule a Video Conference call 402-471-4130**

- NVCN makes all scheduling arrangements within the State Network
- Event starts 30 minutes prior to start time at no charge for technical assistance and training. Assistance is available throughout the conference by calling 402-471-4130.

**Public Sites**

| <b>Ainsworth</b>                     |              | <b>Capacity : 15</b> | <b>Hastings</b>                                      |              | <b>Capacity : 20</b> |
|--------------------------------------|--------------|----------------------|--|--------------|----------------------|
| Ainsworth Public Library             |              |                      | Hastings Public Library                              |              |                      |
| 5 <sup>th</sup> & Main               |              |                      | 2 <sup>nd</sup> Floor                                |              |                      |
| Ainsworth, NE 69201                  |              |                      | 517 West 4 <sup>th</sup> Street                      |              |                      |
| Room Phone                           | 402-387-0209 |                      | Hastings NE 69101                                    |              |                      |
| Room Fax                             | 402-387-0209 |                      | Room Phone   | 402-462-1890 |                      |
|                                      |              |                      | Room Fax   | 402-462-1890 |                      |
| <b>Columbus</b>                      |              | <b>Capacity : 20</b> | <b>Lincoln Atrium</b>                                |              | <b>Capacity : 68</b> |
| Columbus Public Library              |              |                      | PSC Commission Hearing Room, (3 <sup>rd</sup> Floor) |              |                      |
| Columbus Room, 2 <sup>nd</sup> Floor |              |                      | 1200 N Street, 300 The Atrium                        |              |                      |
| 2504 14 <sup>th</sup> St             |              |                      | Lincoln NE 68508                                     |              |                      |
| Columbus, NE 68601                   |              |                      | Room Phone   | 402-471-3306 |                      |
| Room Phone                           | 402-562-7804 |                      | Room Fax   | 402-471-3306 |                      |
| Room Fax                             | 402-562-7804 |                      |  |              |                      |
| <b>Grand Island</b>                  |              | <b>Capacity : 24</b> | <b>Lincoln Executive</b>                             |              | <b>Capacity : 25</b> |
| Grand Island Public Library          |              |                      | Lincoln Executive Building                           |              |                      |
| 211 N Washington St                  |              |                      | Suite 103  |              |                      |
| Grand Island NE 68801                |              |                      | 521 S. 14 <sup>th</sup> St.                          |              |                      |
| Room Phone                           | 308-385-6350 |                      | Lincoln, NE 68508                                    |              |                      |
| Room Fax                             | 308-385-6350 |                      | Room Phone   | 402-471-3307 |                      |
|                                      |              |                      | Room Fax   | 402-471-3319 |                      |

| <b>McCook</b>             | <b>Capacity : 12</b> |
|---------------------------|----------------------|
| McMillen Hall, Room 208   |                      |
| 1205 E 3 <sup>rd</sup> St |                      |
| McCook, NE 69001          |                      |
| Room Phone                | 308-345-8402         |
| Room Fax                  | 308-345-8429         |

| <b>Omaha</b>                     | <b>Capacity :26</b> |
|----------------------------------|---------------------|
| Omaha State Office Building      |                     |
| Room 207 (2 <sup>nd</sup> Floor) |                     |
| 1313 Farnam                      |                     |
| Omaha NE 68102                   |                     |
| Room Phone                       | 402-595-2781        |
| Room Fax                         | 402-595-1138        |

| <b>North Platte</b>         | <b>Capacity :15</b> |
|-----------------------------|---------------------|
| Educational Service Unit 16 |                     |
| Distance Learning Room      |                     |
| 1221 W 17 <sup>th</sup> St  |                     |
| North Platte, NE 69101      |                     |
| Room Phone                  | 308-535-8122        |
| Room Fax                    | 308-532-2368        |

| <b>O’Neill</b>               | <b>Capacity :16</b>       |
|------------------------------|---------------------------|
| Avera St. Anthony’s Hospital |                           |
| 2 <sup>nd</sup> & Adams St.  |                           |
| Conf. Room – Lower Level     |                           |
| O’Neill, NE 68763            |                           |
| Room Phone                   | 402-336-5147<br>Ext. 5902 |
| Room Fax                     | 402-336-5105              |

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### Private Sites

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The following is a list of privately managed video sites that can be accessed through the Nebraska Video Conferencing Network.

- Access is arranged through the Video Conference Scheduling number 402-471-4130.
- Conferences are scheduled around the host sites existing schedules.
- Clients will be advised of the site status BEFORE the conference is confirmed.
- There may be additional charges by the host site if a room requires a technician or if scheduled after hours or on weekends. The additional charges will be billed by the host site separate from NVCN billing.
- \*Rooms with larger capacity are available upon request at an additional fee.

| <b>Chadron</b>                             | <b>Capacity :</b> |
|--|-------------------|
| Chadron State College                      |                   |
| Multiple Rooms                             |                   |
| 10 <sup>th</sup> & Main                    |                   |
| Chadron, NE 69337                          |                   |
| Contact NVCN for assigned room information |                   |

| <b>Kearney – UNK</b>                       | <b>Capacity :</b> |
|--|-------------------|
| Communications Ctr. Bldg.                  |                   |
| Multiple Rooms                             |                   |
| 1918 University Dr.                        |                   |
| Kearney NE 68849-4125                      |                   |
| Contact NVCN for assigned room information |                   |

| Lincoln – NET Boardroom     | 2 Rooms      |
|-----------------------------|--------------|
| NETV                        |              |
| 1800 N. 33 <sup>rd</sup> St |              |
| Boardroom – Room 132        | Capacity: 50 |
| Lower Level Conf. Room      | Capacity: 20 |
| Lincoln NE 68503            |              |
| Room 132 Phone              | 402-470-6258 |
| Lower Level Room Phone      | 402-470-6524 |

| UNMC                                       | Capacity: |
|--|-----------|
| University of NE Medical Ctr.              |           |
| University Hospital                        |           |
| Multiple Rooms                             |           |
| 985170 Nebraska Medical Ctr.               |           |
| Omaha NE 68198-5170                        |           |
| Contact NVCN for assigned room information |           |

| South Sioux City                           | Capacity : 8 |
|--|--------------|
| City Hall                                  |              |
| 1615 1 <sup>st</sup> Avenue                |              |
| South Sioux City, NE 68776                 |              |
| Contact NVCN for assigned room information |              |

| Vocational Rehab Sites                   | Capacity : |
|--|------------|
| Locations available across the state     |            |
| Call NVCN for locations and availability |            |

| Wayne               | Capacity: |
|---------------------|-----------|
| Wayne State College |           |
| Multiple Locations  |           |
| 1111 Main St.       |           |
| Wayne, NE 68787     |           |
| Room Phone          |           |
| Room Fax            |           |

**-Billing Information: Must be provided at the time of scheduling.**

**-NVCN is a closed network with IP capabilities**

**-402-471-4130 to set up a test. Scheduled conference will not be finalized until after successful compatibility testing has been completed. Testing required NLT 48 hours prior to conference.**

**-Additional charges may be applied for evening or weekend conferences, depending on site. Client will be advised when scheduling and a separate billing will be generated from the billing location.**

**-\$50.00 Room Restoration Charge will be applied to billing charges if site staff is required to return The room to its original configuration after the conference.**

“The Division of Communications is committed to compliance with the Americans With disabilities Act (ADA). It does not discriminate on the basis of disability in the admission or employment in its services, programs, or Activities. Upon request, reasonable accommodation will be made to allow individuals with disabilities access To communications services. Please make any requests in advance to NVCN to allow Division of Communications To make alternate arrangements” [http://cio.ne.gov/network\\_serv/video/video.html](http://cio.ne.gov/network_serv/video/video.html)

## NVCN BILLING GUIDELINES

| Rate             | Category/Organization   |
|------------------|---|
| \$20.00 per hour | Per hour per site for agencies hosting NVCN Equipment   |
| \$40.00 per hour | Per hour per site for Non-Profit Organizations to include local, state, and federal governmental entities, educational entities within the state of Nebraska, and non-profit hospitals. |
| \$50.00 per hour | Per hour per site for Profit Organizations to include private or commercial, education entities outside the state of Nebraska, and hospitals for profit.                                |
|                  | IP CONNECTIONS  |
| \$20.00 per hour | Host Sites  |
| \$40.00 per hour | Government or Non-Profit Organizations  |
| \$50.00 per hour | Profit Organizations  |
|                  | RECORDING - .WMV or MP4   |
| \$40.00 per hour | Government or Non-Profit Organizations  |
| \$50.00 per hour | Profit Organizations  |

NVCN requires pre-payment in full for commercial and non-government entities with credit card (Master Card or Visa) when the conference is confirmed.

### Cancellation Policy

- If a site is booked for a conference and is not needed, that site must be cancelled at a minimum of 48 hours prior to the videoconference to avoid late cancellation charges.
  - Charge is 1 hour fee for the site(s) or conference not cancelled 48 hours out.
- If there are requested sites with no participants or if your conference should end earlier than the scheduled ending time, please call 402-471-4130. Site cancellations would incur a one hour cancellation fee. Adjusted ending times are in one-hour segments from the start of the connection and would constitute billing adjustments only if the originating site calls as the conference ends.
- System training is available 30 minutes prior to the start of the conference at no charge. NVCN will not be held responsible for late start conferences due to late training requests. When scheduling your connection, schedule for the time of the actual conference, DO NOT include set-up/training time.