

## NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Tuesday, June 14, 2005, 12:30 p.m.

South Sioux City-City Hall

1615 1<sup>st</sup> Avenue

South Sioux City, Nebraska

### AGENDA

#### Meeting Documents:

Click the links in the agenda or [click here](#) for all documents (185 KB, 44 Pages)

- 12:30 p.m. Call to Order, Notice of Meeting and Roll Call – Lt. Governor Sheehy
- 12:35 p.m. Presentation – South Sioux City's I.T. Efforts and Accomplishments  
Lance Hedquist, City Administrator, South Sioux City  
Lance Martin, Communications Coordinator, South Sioux City  
Lance Swanson, South Sioux City Schools Technology Director
- 1:30 p.m. **Approval of March 15, 2005 Minutes\*** – Lt. Governor Sheehy
- 1:35 p.m. Public Comment
- 1:40 p.m. **Strategic Initiatives for Statewide Technology Plan 2005-06\***
- 2:00 p.m. Legislative Update
- A. LB 689 – Task Force Membership
  - B. LB 645 – Task Force Membership
- 2:15 p.m. Report from the Councils and Technical Panel
- A. Community Council Report
    - 1. **Membership\***
    - 2. **Technology Innovation Grants for Economic Revitalization (TIGER)\***
  - B. Education Council Report
    - 1. **Membership\***
  - C. State Government Council Report
  - D. Technical Panel Report
    - 1. Standards and Guidelines
      - a. **Web Branding and Policy Consistency\***
      - b. **Security Statement\***
      - c. **E-mail Standard for State Government Agencies\***
- 3:00 p.m. New Business
- 3:15 p.m. Adjournment
- (Next Meeting Date: September 16, 2005)

**(Bolded \* indicates action items.)**

Meeting notice and agenda was posted to the NITC and Public Meeting Calendar Websites on June 7, 2005.

## **NEBRASKA INFORMATION TECHNOLOGY COMMISSION**

Tuesday, March 15, 2005, 1:00 p.m.  
Executive Building – 5<sup>th</sup> Floor Conference Room  
521 South 14<sup>th</sup> Street, Lincoln, Nebraska  
**PROPOSED MINUTES**

### **MEMBERS PRESENT:**

**Lieutenant Governor Rick Sheehy**, Chair  
**Greg Adams**, Mayor, City of York  
**Linda Aerni**, Chief Executive Officer, Community Internet Systems  
**Dr. Eric Brown**, Manager, KRVN Radio  
**L. Merrill Bryan**, Senior Vice President & Chief Information Officer, Union Pacific  
**Senator Phil Erdman**, Ex-officio  
**Susan C. Heider**, Chief Information Officer, Regional West Medical Center  
**Trev Peterson**, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP

### **MEMBERS ABSENT:**

Dr. L. Dennis Smith, University of Nebraska, and, Dr. Doug Christensen, Commissioner, Nebraska Department of Education

Prior to the meeting, Governor Dave Heineman provided opening remarks. He welcomed Lieutenant Governor Sheehy as the new chair of the NITC and he thanked the current NITC Commissioners and staff for their efforts and service to the Commission. Governor Heineman stated that Nebraska needs to be in a better state in the area of technology and that the legislature needs to be aware and informed about the state's technology issues and projects. Consequently, Senator Phil Erdman was asked to serve on the NITC as an ex-officio member. Education and economic development are of vital importance to the state. The state is in the process of developing closer working relationships with the K-20 educational sectors. Some of the interrelated issues include the need for distance education at all levels, the need to get beyond regional groups and more towards a statewide system, the need to make sure we have jobs for our students coming out of higher education, and the need to grow the economy. E-commerce will play a vital role in economic development. Lieutenant Governor Sheehy presented Governor Heineman with an appreciation plaque for his service to the NITC.

### **CALL TO ORDER, ROLL CALL AND MEETING NOTICE**

Lieutenant Governor Sheehy called the meeting to order at 1:00 p.m. There were seven voting members present at the time of roll call. A quorum existed to conduct official business. The meeting notice and agenda were posted to the NITC and the Public Meeting Calendar Web sites on Wednesday, March 9, 2005.

### **APPROVAL OF NOVEMBER MINUTES**

**Commissioner Peterson moved to approve the [November 10, 2004 minutes](#) as presented. Commissioner Brown seconded the motion. Roll call vote: Adams-Yes, Aerni-Yes, Brown-Yes, Bryan-Yes, Heider-Yes, Sheehy-Yes, and Peterson-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

### **PUBLIC COMMENT**

Roger Hahn, Executive Director, Nebraska Information Network, presented information and handouts regarding availability of broadband access to the Internet in Nebraska. Below are links to the documents presented:

[NIN Public Comment given March 15, 2005 - First Document](#)  
[Telephone Company - Northeast Nebraska Provision of Broadband Internet \(Transport\)](#)  
[Telephone Company - Frontier Provision of Broadband Internet \(Transport\)](#)

The information indicated on the spreadsheets is data from last year's Nebraska Telephone Association survey (NTAonline.net website). Data from the current survey will be done soon.

### **[STRATEGIC INITIATIVES UPDATE](#)**

Brenda Decker, Chief Information Officer, State of Nebraska

*Telehealth.* The June 14<sup>th</sup> NITC meeting may be hosted at one of the hospitals participating in the network in order to conduct a Telehealth demonstration. Legislation has been introduced which may affect the support of

telehealth from the Nebraska Universal Service Fund.

*Statewide Video Synchronous Network.* If LB 689 passes, it is anticipated that the NITC will assist the Distance Education Enhancement Task Force with this initiative.

*Community IT Planning & Development.* The Community Council has been discussing the focus of these funds. In the past, the \$20,000 has been used to award mini-grants to communities to develop an IT plan or for IT project in their community. Last year, six communities were awarded monies for IT projects. \$20,000 may be available. E-commerce is being discussed as a possible focus.

e-Learning. Workshops were conducted across the state to build awareness and solicit input from the educational sectors. The Education Council has been instrumental in heading up this initiative.

*Enterprise Architecture.* The State Government Council has begun taking steps towards this effort. It has become more of a process of meeting with agencies. More specific information will be covered in the State Government Council report later in the meeting.

*E-government.* Several items have been completed such as providing citizens the service of tracking legislative bills as well as the service of online filing to renew licenses. Governor Heineman has been helpful soliciting agency support. Lieutenant Governor Sheehy stated that the Governor has a strong interest in e-government.

*Security and Business Resumption.* A meeting with state agencies was held on April 4<sup>th</sup> to discuss this initiative and future steps. Efforts are on schedule.

Ms. Decker asked Commissioners to give consideration as to the future direction of the councils, as well as staff, in regard to the NITC initiatives. This will be discussed at a future meeting.

## **LEGISLATIVE UPDATE**

Rick Becker, Government IT Manager

The NITC has a listing of bills on its Web site. The list was distributed to Commissioners. Lieutenant Governor Sheehy has spoken with Senator Schrock regarding NITC's involvement in LB 722.

## **STAFF AND COUNCIL REPORTS - COMMUNITY COUNCIL**

Anne Byers, Community I.T. Manager, and  
Bob Sweeney, Co-Chair, Community Council

The [Nebraska Statewide Telehealth Network Update Report](#) was distributed to the Commissioners. A few items highlighted included the following:

- A request of \$875,000 annually for three years from the Telemedicine Network Grant Program, Office for the Advancement of Telehealth, HRSA was submitted to Nebraska's Congressional delegation.
- Max Thacker, University of Nebraska-Medical Center, is forming a group to address network scheduling.
- A conference on telehealth and electronic health records was held Feb. 18 in Kearney. A second conference in western Nebraska is being planned.
- Meetings have been held to discuss coordination of efforts to develop electronic health information systems.

Ms. Byers entertained questions regarding physicians' willingness and cooperation with the state's telehealth efforts as well as incentives and issues of smaller hospitals involvement. It was recommended to ask the Nebraska Hospital Association to provide an update to the NITC. It was also suggested to invite the Columbus Hospital staff involved with telehealth.

[Membership.](#) At the February 23, 2005 meeting of the Community Council, the following names were approved for membership and final recommendation to the NITC:

New Members

- John Jordison, Great Plains Communications
- Lynn Manhart, Central City Public Library
- Steve Williams, Nebraska Department of Economic Development

Renewals

- K.C. Belitz, Columbus Area Chamber of Commerce

- Norene Fitzgerald, York County Development Corporation
- Georgia Masters Keightley, City of Crawford
- Mary Wernke, Letter Perfect Communications

**Commissioner Aerni moved to approve the Community Council's recommendation for new and renewed memberships. Commissioner Heider seconded the motion. Roll call vote: Peterson-Yes, Sheehy-Yes, Heider-Yes, Bryan-Yes, Brown-Yes, Aerni-Yes, and Adams-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

#### **STAFF AND COUNCIL REPORTS - EDUCATION COUNCIL**

Tom Rolfes, Education Information Technology Manager, and Alan Wibbels, Co-Chair, Educational Council

Mr. Rolfes introduced other members of the Education Council that were present. The council has met twice since the last NITC meeting. Meeting agendas have focused on the Network Nebraska, Statewide Video Synchronous Network, and e-Learning initiatives, as well as the distance learning white paper. The next council meeting is scheduled for Friday, March 18. One of the agenda items is LB689 that Senator Raikes has designated as his priority bill. The ESU Instructional Materials Group has been asked to develop a white paper to help explain the vision of educators for eLearning and digital media distribution. Mr. Wibbels stated that Network Nebraska is bringing entities together to work toward a common goal. In the past, this would have been difficult to do. With Network Nebraska, the spending for Project 42 went from \$10,000/month to \$8,000/month and is expected to drop even more next year. Mr. Wibbels suggested that the council or co-chairs have a joint meeting, along with the Telehealth Sub-committee, to discuss scheduling needs. Questions were entertained.

#### **STAFF AND COUNCIL REPORTS - STATE GOVERNMENT COUNCIL**

Brenda Decker, Chief Information Officer, and Rick Becker, Government Information Technology Manager

On February 4, Governor Heineman named Brenda Decker as the new Chief Information Officer for the State of Nebraska. In addition, the CIO would be responsible for all information technology efforts that were formerly under the CIO, Division of Communications and Information Management Services. At the present time, this is a collaborative joint effort. The Governor is exploring the possibility of making this a statutory change for the next legislative session. One of the goals for state government is Shared Services. As state agencies, we need to assess where we can share services as an enterprise. The first meeting was held March 10. There were 45 projects identified that could be shared. These were narrowed down to 8 projects: Directory Services; Blackberry; Business Continuity and Disaster Recovery; Enterprise Licensing for Software and Hardware; E-mail; SANS (Storage Area Networks); and Shared Field Support. Questions were entertained.

#### **STAFF AND COUNCIL REPORTS - TECHNICAL PANEL**

Walter Weir, Chair, Technical Panel, and Rick Becker, Government I.T. Manager

Mr. Weir introduced other Technical Panel and CAP (Collaborative Aggregation Partnership) members that were present. The Technical Panel has brought four items for review and approval by the NITC:

**FY 2005-2007 I.T. Budget Request: Workers Compensation Court (Revised).** During the first round of project recommendations by the NITC, agencies were given an opportunity to resubmit the project for a second review. Workers Compensation Court was the only agency that opted to resubmit their request. The Technical Panel has done a second review of the project and found it to be technically feasible. Mr. Weir commented that the project would be a good pilot project for content management. Glenn Morton, Director, and Randy Cecrle, IT Manager, were present to answer questions from the Commissioners.

**Commissioner Peterson moved to include the Workers Compensation Court revised [“Court Re-engineering-Adjudication” Project](#) in the Tier I group budget recommendations from the NITC to the Legislature. Commissioner Brown seconded the motion. Roll call vote: Adams-Yes, Peterson-Yes, Aerni-Yes, Sheehy-Yes, Brown-Yes, Heider-Yes, and Bryan-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

**Standards and Guidelines: Lotus Notes Standards For State Government.** This standard addresses the following issues: 1) Password Requirements, 2) User Names, 3) Generic Notes Ids, 4) Server Names, 5) Organizational Unit Names, and 6) Group Naming Conventions. The Lotus Notes Work Group and Notes

Administrators have discussed and agreed on the standard. There is an exception allowance.

**Commissioner Bryan moved to approve the [Lotus Notes Standards for State Government](#). Commissioner Aerni seconded the motion. Roll call vote: Bryan-Yes, Heider-Yes, Sheehy-Yes, Brown-Yes, Aerni-Yes, Peterson-Yes, and Adams-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

**Standards And Guidelines: Lotus Notes Guidelines For State Government.** This guideline addresses the issues of Internet Address and Similar Names.

**Commissioner Peterson moved to approve the [Lotus Notes Guidelines for State Government](#). Commissioner Brown seconded the motion. Roll call vote: Aerni-Yes, Sheehy-Yes, Adams-Yes, Peterson-Yes, Bryan-Yes, Brown-Yes, and Heider-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

**Standards And Guidelines: Identity Access Management Standard For State Government.** The purpose of this standard is to provide an enterprise solution for identity and access management capabilities to reduce security administration costs, ensure regulatory compliance, and increase operation efficiency and effectiveness. This standard focuses on web applications, because most if not all new applications will utilize web technology. To incorporate non-web applications into the Nebraska Directory Services would require additional cost and different policies to implement.

**Commissioner Bryan moved to approve the [Identify Access Management Standard for State Government](#). Commissioner Peterson seconded the motion. Roll call vote: Adams-Yes, Aerni-Yes, Brown-Yes, Bryan-Yes, Heider-Yes, Sheehy-Yes, and Peterson-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

#### **[WHITE PAPER: "CONVERTING DISTANCE LEARNING NETWORKS TO A HIGH BANDWIDTH FLEXIBLE INFRASTRUCTURE"](#)**

Walter Weir, Chair, Technical Panel, and  
Tom Rolfes, Education Information Technology Manager

LB 689, sponsored by the Legislature's Education Committee and Senator Raikes' priority bill, is proposing \$10 million for FY06-07 and FY07-08 for distance education. If the bill does not pass, contracts that are in place to provide connectivity to schools will expire. CAP (Collaborative Aggregation Partnership) recommends that state provide the fix now so that there are no repercussions. Several entities have been involved with the development of the white paper. The Technical Panel has reviewed this document as well, and made the following recommendations: 1) a broader representation of K-20 on the Distance Education Enhancement Task Force; 2) the NITC should be the agency to provide staff support for the task force; and 3) the white paper could be utilized as a resource document for the task force. Questions were entertained.

**Commissioner Adams moved that the office of the NITC provide staff support for the Distance Education Enhancement Task Force, if LB689 is passed. Commissioner Heider seconded the motion. Roll call vote: Peterson-Yes, Sheehy-Yes, Heider-Yes, Bryan-Yes, Brown-Yes, Aerni-Yes, and Adams-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

#### **NEXT MEETING DATE, TIME AND LOCATION AND ADJOURNMENT**

The next meeting of the Nebraska Information Technology Commission will be held on Tuesday, June 14<sup>th</sup>, 2005, at 1 p.m. Commissioner Heider offered to host the June meeting in Scottsbluff. Commissioner Brown also offered to host a future meeting in Lexington as well.

**Commissioner Adams moved to adjourn. Commissioner Brown seconded. Roll call vote: Peterson-Yes, Sheehy-Yes, Heider-Yes, Bryan-Yes, Brown-Yes, Aerni-Yes, and Adams-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.**

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by the staff of the Nebraska Information Technology Commission.

# NITC Strategic Initiatives

The NITC has identified eight strategic initiatives, which address the NITC's goals of supporting the development of a robust telecommunications infrastructure; supporting community and economic development; and promoting the efficient delivery of government and educational services. These initiatives would materially advance the vision and statewide goals as identified by the NITC. By emphasizing selected strategic initiatives, the NITC hopes to encourage funding of these initiatives and to encourage state agencies to work together to advance these initiatives.

The eight strategic initiatives, listed as supporting the NITC goals, are:

## **Supporting the Development of a Robust Telecommunications Infrastructure**

**Nebraska Statewide Telehealth Network.** The Nebraska Statewide Telehealth Network will improve access to health care, continuing medical education, and bioterrorism training and alerts by connecting all rural and critical access hospitals with regional hospitals, public health departments, state public health laboratories, and the State of Nebraska. By July 1, 2005, most of the telecommunications lines will be installed, completing phase one of network development. Phase two will address issues such as training, maintenance, scheduling, operations, and governance. The successful implementation of the Nebraska Statewide Telehealth Network may also help lay the foundation for the development of a statewide electronic health record system and the adoption of health information technology. The Nebraska Statewide Telehealth Network is a collaborative effort led by the Nebraska Hospital Association.

**Network Nebraska.** The primary objective of Network Nebraska is to develop a broadband, scalable telecommunications infrastructure that optimizes the quality of service to every public entity in the state of Nebraska. The Division of Communications and the University of Nebraska engaged in a collaborative partnership that used existing resources to aggregate disparate networks into a multipurpose core backbone extending from Norfolk, Omaha, Lincoln, Grand Island, Kearney and North Platte to the Panhandle. The next phase of this initiative is to formalize business relationships and agreements and to enhance rural bandwidth through aggregation. Potential benefits of Network Nebraska include lower network costs, greater efficiency, interoperability of systems providing video courses and conferencing, increased collaboration among educational entities, new educational opportunities, and better use of public investments.

**Statewide Synchronous Video Network.** The primary objective of this initiative is to establish an Internet Protocol-based network that will interconnect all existing and future distance learning and videoconferencing facilities in the State of Nebraska. The 400+ interactive video facilities in Nebraska currently utilize a variety of video standards and bandwidth speeds that prevent interconnection between sub-networks. The Statewide Synchronous Video Network, as envisioned, would use compatible audio and video standards to enable any classroom or facility to connect with any other classroom or facility or to connect with multiple sites simultaneously. Benefits include greater sharing of educational courses and resources; more efficient use of available resources; one-to-

many videoconferencing capabilities for alerts and emergency situations; and collaborative development across various service agencies.

## **Supporting Community and Economic Development**

**Community IT Planning and Development.** The primary objective of this initiative is to foster community and economic development in Nebraska communities through the effective use of information technology. The NITC Community Council has partnered with the University of Nebraska Cooperative Extension and Rural Initiative to form the Technologies Across Nebraska partnership. Technologies Across Nebraska is a partnership of over 40 organizations working to help communities utilize information technology to enhance development opportunities. Technologies Across Nebraska has helped 21 communities develop local plans to utilize technology to enhance development opportunities. Technologies Across Nebraska's quarterly newsletter, TANgents, reaches over 1,000 individuals with an interest in technology-related development. Technologies Across Nebraska, in partnership with the Rural Development Commission, has also examined e-commerce use by Nebraska businesses and e-commerce training in the state.

## **Promoting the Efficient Delivery of Government and Educational Services**

**Digital Education.** The primary objective of the Digital Education Initiative is to promote the effective and efficient integration of technology into the instructional, learning, and administrative processes and to utilize technology to deliver enhanced digital educational opportunities to students at all levels throughout Nebraska on an equitable and affordable basis.

**State Government Efficiency.** The State Government Council will address multiple items improving efficiency in state government, including: shared services; standards and guidelines; and the project review process. The council has identified and is working to implement seven "shared services" for state government agencies. Also, the council will continue to develop standards and guidelines to better coordinate state agency technology efforts. Finally, the council will review and recommend improvements to the IT project review process. Benefits of these activities include lower costs, easier interoperability among systems, greater data sharing, and improved services.

**E-Government.** Through the use of technology, state agencies can enhance information sharing, service delivery, and constituency and client participation. Benefits include improved services for citizens and businesses, and increased efficiency and effectiveness for agencies.

**Security and Business Resumption.** This initiative will define and clarify policies, standards and guidelines, and responsibilities related to the security of the State's information technology resources. Benefits include lower costs by addressing security from an enterprise perspective, cost avoidance, and protecting the public trust.

Each of these strategic initiatives are discussed in greater detail in the following section.

## Strategic Initiative

# Nebraska Statewide Telehealth Network

## Objective

The Nebraska Statewide Telehealth Network will improve access to health care, continuing medical education, and bioterrorism training and alerts by connecting all rural and critical access hospitals with regional hospitals, public health departments, state public health laboratories, and the State of Nebraska.

## Description

The Nebraska Statewide Telehealth Network is an interactive video and data network that provides integration among the hospitals, public health departments public health laboratories and other entities across the entire State of Nebraska. The major functions of the Network are to improve quality and access to care, particularly in rural Nebraska, to provide patient, provider and community education and to provide another communication source in the event of a natural, man-made or terrorist emergency.

The Nebraska Statewide Telehealth Network is a collaborative effort led by the Nebraska Hospital Association. Partners include:

- Nebraska Hospital Association
- Nebraska hospitals
- Nebraska Public Health Departments
- University of Nebraska Medical Ctr.
- Universal Service Administrative Company
- University of Nebraska System
- Nebraska Information Network
- Nebraska telecommunications
- Central Nebraska Area Health Education Center
- Northern Nebraska Area Health Education Center
- Nebraska Medical Association
- Nebraska State Government
  - Lt Governor's Office
  - Nebraska Public Service Commission
  - Nebraska Division of Communications
  - Nebraska Health and Human Services Section
    - Bioterrorism Preparedness and Response Section
    - Office of Rural Health
  - Nebraska Information Technology Commission
  - Nebraska Office of the Chief Information Officer
  - Nebraska Department of Education

By July 1, 2005, most of the telecommunications lines will be installed, completing phase one of network development. Phase two will address issues such as training, maintenance, scheduling, operations, and governance. A partnership with the Nebraska Medical Association has been formed to promote use of the network to

physicians. The Telehealth Network Education Subcommittee is working to create a listing of educational offerings provided over the network.

The successful implementation of the Nebraska Statewide Telehealth Network may also help lay the foundation for the development of a statewide electronic health record system and the adoption of health information technology. President Bush has made the adoption of health information technology including electronic health records a national priority.

## **Benefits**

A telehealth network which connects all hospitals, providing access to consultations with medical specialists, continuing medical education, and bioterrorism training and alerts is critical to the provision of health care in rural areas of the state. There is a lack of specialist services in rural areas, particularly mental health services. Telemedicine has proven to be an effective way to provide consultations with specialists. Currently mental health consultations and teleradiology are the two most common types of specialist services provided via telemedicine. Rural health care providers also have fewer opportunities for continuing medical education in their community and must often drive several hours to attend training. Continuing medical education is currently being provided via telehealth in Nebraska and has proven to be an effective and efficient method of delivery. It is also critical that all hospitals are connected to a telehealth network in order to prepare health care providers to respond quickly to bioterrorism threats and other public health risks.

The widespread adoption of health information technology (including electronic health records) is expected to reduce health care costs for employers, reduce costs and increase efficiencies for third party payers, and to improve the quality of health care.

## **Strategic Initiative**

# **Network Nebraska**

### **Objective**

The primary objective of this initiative is to develop a broadband, scalable telecommunications infrastructure that optimizes the quality of service to every public entity in the State of Nebraska. The Division of Communications and the University of Nebraska engaged in a collaborative partnership that used existing resources to aggregate disparate networks into a multipurpose core backbone extending from Norfolk, Omaha, Lincoln, Grand Island, Kearney, and North Platte to the Panhandle. The next phase of this initiative is to formalize business relationships and agreements and to enhance rural bandwidth through local aggregation.

### **Description**

The major components of this initiative include:

- Development of a scalable, reliable, and secure telecommunications infrastructure that enables any type of eligible entity (i.e., local and state government, public and private K-12 and higher education, health care institutions) to purchase the amount of service that the entities need, when they need it, on an annual basis;
- Establishment of a catalog of value-added applications that enables eligible entities to pick and choose services that are pertinent to them (e.g., Internet1, Internet2, and videoconferencing);
- Implementation of a network operations center that offers a helpdesk, network diagnostics, and engineering assistance in order to ensure acceptable qualities of service;
- Establishment of a billing or accounting center to accept service orders, extend service agreements, provide consolidated billing, and to maintain customer accounts.

### **Benefits**

Through aggregation of demand, adoption of common standards, and collaboration with network services and applications, participants can achieve many benefits, including:

- Lower network costs;
- Greater efficiency for participating entities;
- Interoperability of systems providing video courses and conferencing;
- Increased collaboration among all K-20 educational entities;
- New educational opportunities;
- Competitiveness with surrounding states; and
- Better use of public investments.

## **Strategic Initiative**

# **Statewide Synchronous Video Network**

## **Objective**

The primary objective of this initiative is to establish an Internet Protocol-based network that will interconnect all existing and future distance learning and videoconferencing facilities in the State of Nebraska. Nebraska currently has approximately 300 high school distance learning classrooms, 30 higher education distance learning classrooms, over 50 state agency videoconferencing rooms, and (soon-to-be) over 60 videoconferencing facilities for telehealth in local and regional hospitals. More growth and proliferation of distance learning and videoconferencing equipment and sites is expected in the near future. These 400+ interactive video facilities currently utilize a variety of video standards and bandwidth speeds that prevent interconnection between sub-networks. The Statewide Synchronous Video Network, as envisioned, would use compatible audio and video standards to enable any classroom or facility to connect with any other classroom or facility or to connect with multiple sites simultaneously.

## **Description**

The major components of this initiative include:

- A single, interconnected synchronous video network with various levels of authorization and traffic prioritization;
- An event clearinghouse and scheduling system that would allow registration for interactive video events;
- Development of a network bandwidth management system or network operations center that assures pre-determined qualities of service, depending upon the type of video traffic.

## **Benefits**

Interactive videoconferencing and distance learning developed rapidly across Nebraska in the 1990's. Prior to recognized video standards or a coordinating body, entities were free to adopt any equipment, standard, or system that met their needs. Little thought was paid to interconnectivity or compatibility. Consequently, Nebraska became a state of disparate, redundant systems that prevented multi-jurisdictional collaboration or maximization of educational opportunities outside of a particular geographic boundary or system.

The enterprise benefits of an interconnected video system include:

- Greater sharing of educational courses, events, and training across sub-network boundaries, irrespective of geography;

- More efficient use of available resources—more classrooms and sites are available within less distance of the user at more convenient times;
- One-to-many videoconferencing capabilities for news alerts, bioterrorism alerts, or other emergency uses;
- Collaborative development across various service agencies (i.e., medical services to schools, and adult and continuing education opportunities).

## **Strategic Initiative**

# **Community IT Planning and Development**

## **Objective**

The primary objective of this initiative is to foster community and economic development in Nebraska communities through the effective use of information technology.

## **Description**

The NITC Community Council has partnered with the University of Nebraska Cooperative Extension and Rural Initiative to form the Technologies Across Nebraska partnership. Technologies Across Nebraska is a partnership of over 40 organizations working to help communities utilize information technology to enhance development opportunities. Technologies Across Nebraska facilitates technology-related development by building partnerships, leveraging resources, and strengthening community capacity.

For the past three years, Technologies Across Nebraska has helped 21 communities develop local plans to utilize technology to enhance development opportunities through the IT Planning and Mini Grant program. Through the program, participating communities and regional groups receive a \$2,500 mini grant and assistance from the Nebraska Rural Initiative's Communities of the Future Team and the Nebraska Information Technology Commission. The Community Technology IT Assessment and Planning Workbook helps simplify the assessment and planning process for communities. The impact of the program has been significant. Last summer, Edgar, received a \$250,000 Community Development Block Grant to build a community center which will include a technology center. Crawford now has a community technology learning center and wireless broadband service thanks to a \$154,000 grant from the USDA Rural Utilities Service. In Keya Paha, Brown, and Rock Counties, the region now has more class offerings, two community Web sites, and a new technology retail store. In West Point a videoconferencing system has been installed for use by area businesses.

Technologies Across Nebraska's quarterly newsletter, TANgents, reaches over 1,000 individuals with an interest in technology-related development. Articles from TANgents have been reprinted by several organizations including the Government Technology Magazine. Readers find TANgents a valuable source of information. One reader commented, "TANgents plays an important role in keeping Nebraskans aware of development and new opportunities to improve IT options for rural citizens in the State. I hope you will continue to provide this service." A recent survey of readers found that 89% felt reading TANgents has helped them learn about available resources; 79% indicated that reading TANgents has helped them better understand the importance of IT-related community and economic development.; and 69% indicated that reading TANgents has helped them understand how to better incorporate information technology into my community's community and economic development processes.

Technologies Across Nebraska, in partnership with the Rural Development Commission, has also examined e-commerce use by Nebraska businesses and e-commerce training in the state. Nebraska firms appear to be adopting e-commerce at a slower rate than firms nationwide. A 2004 survey of Nebraska businesses found that only 31% of small businesses had a Web site. In comparison, 45% of small businesses nationwide had a Web site in 2001.

## **Benefits**

The potential benefits of information technology to communities, businesses, health care, local government, education, and citizens are numerous:

- Communities can use the Internet to publicize community events, communicate with former residents, and advertise available commercial sites.
- Businesses can use information technology to decrease costs, increase sales, and provide better customer service.
- Local governments can use information technology to more efficiently deliver services and provide information to citizens.
- Students can take advanced placement courses or study a foreign language through distance learning.
- Through telemedicine, patients can receive medical care from specialists and doctors can participate in continuing medical education without leaving their rural communities.
- Citizens can easily access the minutes and agendas of local governments, update their skills through continuing education, and share photos with distant family members.

The effective use of information technology can improve a community's quality of life and can enhance economic development efforts.

## **Strategic Initiative**

# **Digital Education**

### **Objective**

The primary objective of the Digital Education Initiative is to promote the effective and efficient integration of technology into the instructional, learning, and administrative processes and to utilize technology to deliver enhanced digital educational opportunities to students at all levels throughout Nebraska on an equitable and affordable basis.

This initiative will involve the coordination and promotion of several major systems and applications that heretofore have either been developed mostly at the local level or have not been replicated statewide.

The initiative will be dependent upon adequate Internet connectivity and transport bandwidth for learners, instructors, administrators, and for educational attendance sites. A minimum acceptable level of classroom technology will have to be established for the initiative to be successful.

### **Description**

The Digital Education Initiative will recognize that many standalone and disparate software applications are needing to undergo integration and convergence so that an instructor can: 1) research digital content, 2) construct a lesson or unit on a computer in a series of virtual or face-to-face or videoconferencing activities using rich multimedia, 3) assess the learners electronically, and then 4) move the student data to a database or data warehouse, 5) export relevant achievement and attendance data to a web-based student information system so parents, or the students themselves, can view it from home; 6) export data to a statewide student information system; and then finally 7) make “real-time” instructional decisions based upon the recently documented progress of the learners.

The primary components of the Digital Education Initiative would include:

1. A statewide telecommunications network capable of transporting voice, video, and data between and among all education entities [see Network Nebraska];
2. Ample bandwidth for local and regional transport to accommodate present and future education technology applications [see Statewide Synchronous Video Network];
3. Distance insensitive Internet pricing for all Nebraska education entities;
4. Development of a statewide eLearning environment so that every teacher and every learner has access to a web-based, digital curriculum;
5. Development of a statewide digital resource library so that any teacher or learner will be able to retrieve digital media for use in instructional and student projects;
6. Synchronous videoconferencing interconnections between all schools and colleges [see Statewide Synchronous Video Network];
7. The means to coordinate and facilitate essential education opportunities for all students through a statewide student information system; and

8. Regional PreK-20 education cooperatives that vertically articulate educational programs and opportunities.

## **Benefits**

Establishing a Digital Education Initiative is critical to Nebraska's future. Internet has gone from a "nice to have" educational application of the 1990's to the "must have" mission critical application of the 2000's. So much of what teachers, students, and administrators do today is tied to Internet-based information and communication. Nebraska's ranking of 6.5 students per Internet-connected computer in the classroom seems to compare favorably with the U.S. average of 8.0 students per Internet-connected computer. (Technology Counts 2005 Report) However, it still makes it challenging for students to complete their digital assignments when they are expected to share six or seven students to a computer.

The benefits of the Digital Education Initiative would include:

- Greater technical capacity for schools and colleges to meet the increasing demands of a more diverse customer base;
- More equitable Internet access for Nebraska schools and colleges that is not dependent upon distance-sensitive pricing;
- A comprehensive web-based approach to curriculum mapping and organization and automation of student assessment data gathering and depiction;
- The availability of rich, digital media to the desktop that is indexed to Nebraska standards, catalogued, and searchable by the educator or student;
- A more systematic approach to synchronous video distance learning that enables Nebraska schools and colleges to exchange more courses, staff development and training, and ad hoc learning opportunities.

Each of the components of the Digital Education Initiative are vital to future student success in Nebraska. Components one through six are especially pertinent in that these applications and services provide the foundation for capacity building in our schools and colleges.

## Strategic Initiative

# State Government Efficiency

## Objective

The State Government Council will address multiple items improving efficiency in state government, including: shared services; standards and guidelines; and the project review process. The council has identified and is working to implement seven “shared services” for state government agencies. Also, the council will continue to develop standards and guidelines to better coordinate state agency technology efforts. Finally, the council will review and recommend improvements to the IT project review process.

## Description

The primary components of this initiative are:

1. **Shared Services.** The State Government Council has identified a number of potential shared services. The council chose seven shared services for further study and implementation at this time. Interested agencies are meeting to further develop these services.
  - Blackberry
  - Business Continuity / Disaster Recovery
  - Directory Services
  - E-mail
  - Enterprise Maintenance / Purchase Agreements
  - Field Support Services
  - SAN (Storage Area Network)
2. **Standards and Guidelines.** The State Government Council, working with the Technical Panel, will continue to develop standards and guidelines to better coordinate state agency technology efforts.
3. **IT Project Review Process.** The State Government Council and Technical Panel will review and recommend improvement to the IT project review process. This process is primarily used in the review of IT projects as part of the state budget process.

## Benefits

This initiative will provide the following benefits:

- Lower costs;
- Easier interoperability among systems;
- Greater data sharing;
- Improved services.

## Strategic Initiative

# E-Government

## Objective

The State Government Council has adopted and annually updated the *E-Government Strategic Plan for Nebraska State Government*. The principles guiding the plan are:

- E-government should be considered a continuous process of using technology to serve citizens and improve agency operations;
- Internet technologies create new opportunities for major change, including self-service, integration of information and services, and elimination of time, distance and availability of staff as constraints to providing information and services;
- Agencies have responsibility for performing statutory functions, which means that agency directors must retain ownership of data, responsibility over the use of information technology, and prioritization of projects within the agency to achieve the greatest benefit;
- Cooperation is critical to achieving the goals of e-government, in order to integrate information and services and allow the easy exchange of information;
- An enterprise approach is essential to e-government, including the topics of accessibility for disabled persons, architecture, directories, funding, portal, privacy, security, and other issues; and
- E-government is defined as the use of technology to enhance information sharing, service delivery, constituency and client participation, and governance by transforming internal and external relationships.

Currently, the plan includes 26 specific actions and recommendations for implementing e-government. The plan will be revised and incorporated into this strategic initiative.

## Description

The three goals for e-government are:

1. **Government-to-Citizen and Government-to-Business.** Anyone needing to do business with state government will be able to go to the state's Web site, easily find the information or service they need, and if they desire, complete all appropriate transactions electronically. The plan contains 17 action items in the following areas: citizen portal enhancement; business portal enhancements; education portal; and forms automation.
2. **Government-to-Government.** State agencies will improve services and increase the efficiency and effectiveness of government operations through

collaboration, communication, and data sharing between government agencies at all levels.

3. **Government-to-Employee and Internal Operations.** Agencies will examine internal operations to determine cost-effective e-government applications and solutions. The purpose of these efforts is to improve efficiency and effectiveness by replacing manual operations with automated techniques.

## **Benefits**

The *E-Government Strategic Plan* includes a discussion of the benefits of e-government and a detailed list of actions and recommendations. The primary benefits are:

1. Improved services for citizens and businesses.
2. Increased efficiency and effectiveness for agencies.

## **Strategic Initiative**

# **Security and Business Resumption**

## **Objective**

This initiative will define and clarify policies, standards and guidelines, and responsibilities related to the security of the state's information technology resources. Information security will serve statutory goals pertaining to government operations and public records. These include:

1. Insure continuity of government operations (Article III, Section 29 of the Nebraska Constitution; Nebraska Revised Statutes Sections 28-901 and 84-1201);
2. Protect safety and integrity of public records (Nebraska Revised Sections 28-911, 29-2391, and 84-1201);
3. Prevent unauthorized access to public records (Nebraska Revised Statutes Sections 29-319, 81-1117.02, and 84-712.02);
4. Insure proper use of communications facilities (Nebraska Revised Statutes Section 81-1117.02); and
5. Protect privacy of citizens (Nebraska Revised Statutes Section 84, Article 7).

## **Description**

Major activities include:

1. Developing an overall security strategy, including policies, security awareness, and security infrastructure improvements;
2. Network security standards and guidelines;
3. Education and training;
4. Authentication (directory services project);
5. Disaster recovery for information technology systems (as part of a broader business continuity planning);
6. Compliance with federal privacy and security mandates;
7. Security assessments.

## **Benefits**

Benefits will include:

- Lower costs by addressing security from an enterprise perspective;
- Cost avoidance;
- Protecting the public trust.

June 6, 2005

**To:** NITC Commissioners  
**From:** Anne Byers  
**Subject:** Community Council Report

**New Member Nomination: Dr. Jerry Easterday**

The Telehealth Subcommittee and the Community Council have nominated Dr. Jerry Easterday to represent telehealth on the Community Council. His bio is included in the meeting materials. I will be asking you to approve his nomination.

**Technology Innovation Grants for Economic Revitalization**

The Nebraska Information Technology Commission's Community Technology Fund is one of many projects which receives funding from the Technology Infrastructure Fund which is funded by 2 cents of the cigarette tax. Due to a decline in cigarette tax revenue, competitive grants have not been offered for several years. In the past two years, the Commission has funded the IT Planning and Mini Grant program as a special project.

At their May 24 meeting, the Community Council recommended offering mini grants for projects which use information technology to enhance economic development instead of funding a special project. Approximately \$20,000 is available in the Community Technology Fund.

Guidelines for the proposed Technology Innovation Grants for Economic Revitalization (TIGER) are included in the meeting materials. The proposed program would award mini grants for \$1,000 to \$5,000 for projects which use information technology to enhance economic development. Applications would be due Sept. 1, 2005. Awards would be announced in November 2005. In order to offer competitive mini grants this year, the NITC will need to approve the guidelines.

***TANgents***

The latest issue of Technologies Across Nebraska's newsletter, *TANgents*, came out on June 3 and is available at [http://extension.unl.edu/tangents/tangents\\_contents6-05.htm](http://extension.unl.edu/tangents/tangents_contents6-05.htm).

The NITC has long been a supporter of telehealth. This issue of *TANgents* features a powerful telehealth success story. Lutheran Family Services and the Nebraska Commission for the Deaf and Hard of Hearing have partnered to offer mental health services to the deaf and hard of hearing, non-English speakers, and to other underserved populations. Linked for Service has served 655 people in 114 sessions in just six months.

The NITC and CAP have played a small role in the development of Linked for Service. The Nebraska Commission for the Deaf and Hard of Hearing utilized funds from a Community Technology Fund grant as partial funding for the system. Representatives of Lutheran Family Services and the Nebraska Commission for the Deaf and Hard of Hearing first met at a meeting of the Telehealth Subcommittee. Max Thacker from UNMC also provided assistance. Linked for Service is now connected to the telehealth backbone.

CURRICULUM VITAE  
JERRY L. EASTERDAY, MD

9947 BROADMOOR  
OMAHA NE 68046  
800-424-0333  
FAX (402) 437-4266  
jerry.easterday@hss.ne.gov

EDUCATION

Undergraduate

University of Missouri-Columbia	1961-1962
University of Hawaii	1969-1970
University of Missouri-Columbia	1970-1972
No Degree	

Medical School

University of Missouri-Columbia	1972-1977
Degree MD	

Post-Graduate

Resident Physician In Psychiatry Department of Psychiatry University of Missouri Columbia, MO 65201	1977-1981
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Chief Resident in Psychiatry Department of Psychiatry University of Missouri Columbia, MO 65201	1980
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Psychiatric Consultant Community Rehabilitation Center Columbia, MO 65201	1979-1981
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PROFESSIONAL EXPERIENCE

Psychiatric Consultant Cole County Mental Health Jefferson City, MO 65101	1979-1982
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Attending Psychiatrist Chemical Dependency Unit HST VA Medical Center Columbia, MO 65201	1981-1982
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CURRICULUM VITAE  
JERRY L. EASTERDAY, MD

Medical Director Chemical Dependency Unit VA Medical Center Lincoln, NE 68508	1982
Staff Psychiatrist VA Medical Center Omaha, NE 68105	1982-1989
Psychiatric Consultant Northeast Comprehensive Mental Health Services Norfolk, NE 68701	1982-1987
Medical Director Dual Track Unit Midlands Community Hospital 11111 South 84 <sup>th</sup> Street Papillion, NE 68046	1993
Medical Director Recovery Services Midlands Community Hospital 11111 South 84 <sup>th</sup> Street Papillion, NE 68046	1993-1996
Medical Director Behavioral Health Services Midlands Community Hospital 11111 South 84 <sup>th</sup> Street Papillion, NE 68046	1996-1998
Chairman Department of Medicine Midlands Community Hospital 11111 South 84 <sup>th</sup> Street Papillion, NE 68046	1994
Secretary/treasurer of Medical Staff Midlands Community Hospital 11111 South 84 <sup>th</sup> Street Papillion, NE 68046	1995
President Elect of Medical Staff Midlands Community Hospital 11111 South 84 <sup>th</sup> Street	1996

Papillion, NE 68046

CURRICULUM VITAE

JERRY L. EASTERDAY, MD

- |   |           |
|---|-----------|
| President Medical Staff<br>Midlands Community Hospital<br>11111 South 84 <sup>th</sup> Street<br>Papillion, NE 68046    | 1997      |
| Private Practice<br>Heartland Psychotherapy Associates P.C.<br>506 East Gold Coast Road<br>Papillion, NE 68046          | 1982-2003 |
| Physician Consultant<br>Lutheran Family Services<br>730 North Fort Crook Road<br>Bellevue, NE 68005                     | 1995-2004 |
| Member Executive Committee<br>Midlands Community Hospital<br>11111 South 84 <sup>th</sup> Street<br>Papillion, NE 68046 | 1994-2000 |
| Member Executive Committee<br>Richard Young Center<br>515 South 26 <sup>th</sup> Street<br>Omaha, NE 68105              | 1999-2000 |
| Member Clinical Practice Committee<br>Richard Young Center<br>515 South 26 <sup>th</sup> Street<br>Omaha, NE 68105      | 1999-2000 |
| Physician Reviewer<br>The Sunderbruch Corporation-Nebraska<br>1221 N. Street<br>Suite 402<br>Lincoln, NE 68508          | 1993-2000 |
| Physician Reviewer<br>Iowa Foundation for Medical Care<br>6000 Westown Parkway<br>West Des Moines, IA 50266             | 1993-2000 |

## CURRICULUM VITAE

JERRY L. EASTERDAY, MD

### Peer Reviewer

ValueOptions Omaha Service Center  
10330 Regency Parkway Drive  
Suite 305  
Omaha, NE 68114

1997-2000

### Medical Director

ValueOptions Omaha Service Center  
10330 Regency Parkway Drive  
Suite 305  
Omaha, NE 68114

2000-2001

Medical Director for Adult MH/SA Services  
For Managed Care for HHSS State of  
Nebraska  
Lincoln, NE

2002 to Present

## TEACHING EXPERIENCE

### Psychiatric Consultant

Clarkson Family Medicine Residency  
4200 Douglas Street  
Omaha, NE 68131

1995-1998

### Clinical Instructor

Creighton University  
Omaha, NE 68131

1982-Present

## PROFESSIONAL ORGANIZATIONS

American Psychiatric Association- General Member

1979-Present

American Medical Association- General Member  
Delegate State Convention-MOMS

1985-Present  
2000-2004

## **Nebraska Information Technology Commission**

# **Community Technology Fund**

## **Technology Innovation Grants for Economic Revitalization (TIGER)**

### **2005 Guidelines**

#### **Purpose of the Grant**

The Nebraska Information Technology Commission announces the Community Technology Fund Technology Innovation Grants for Economic Revitalization (TIGER), a competitive matching mini grant program. The Community Technology Fund promotes the effective and efficient use of information technology in Nebraska communities. The Community Technology Fund of the Nebraska Information Technology Commission was created by state statute (Section 86-1512). TIGER mini grants target the use of information technology to enhance economic development in Nebraska communities.

#### **Dates**

Applications must be received via e-mail by 5:00 p.m. CT September 1, 2005.

Awards will be announced in November 2005. The award period will run from January 16, 2006 to January 15, 2007.

#### **Eligibility and Award Information**

##### **Funding Availability and Size of Awards**

It is anticipated that approximately \$20,000 will be available for competitive grants. The range of grant awards is expected to be \$1,000-\$5,000. Grant requests for more than \$5,000 will not be considered.

##### **Eligible Entities**

Only public entities in Nebraska are eligible for Community Technology Fund grants. Public entities are defined as entities that can collect taxes and/or their subdivisions.

Unsatisfactory performance of an applicant under prior Community Technology Fund awards may result in that applicant's proposal not being considered for funding.

### **Funding Priority**

TIGER promotes the use of information technology to enhance economic development. Priority will be given to applications which demonstrate strong economic development benefits.

### **Eligible/Ineligible Activities and Costs**

Activities which support economic development through the use of information technology are eligible for funding unless otherwise restricted by law or regulation.

Salaries or stipends are eligible if they are necessary for the implementation of the overall project. Equipment costs and transmission costs are eligible if they are necessary for the implementation of the overall project.

Buildings, rents, non-telecommunications utilities, food and beverages, and indirect costs are *ineligible* for grant funds but may be used as the match. Payment of staff or consultants to develop proposals is also a nonallowable cost.

### **Match Requirement**

A minimum match of 20 percent of the total project cost is required. The match may be a cash match, an in-kind match, or a combination of the two. An in-kind match can include time, people, machines, buildings, rent, and utilities. Project partners must be able to provide their match requirement with currently available resources. Projects which do not meet the required match will not be considered for funding.

Projects which are funded will be required to document both cash and in-kind matches. Acceptable documentation of an in-kind match include:

- Copies of sign-in sheets for volunteers or other records of volunteer hours.
- A signed letter from an employee's supervisor indicating that he/she has contributed a specified number of hours working on the project.
- A signed letter from the appropriate supervisor/director documenting the use of facilities and equipment.

### **Award Period**

Projects must be completed within 12 months of the initial receipt of funds. The award period will run from January 16, 2006 to January 15, 2007.

# Procedures

## Assistance in Preparing Applications

In order to facilitate the preparation of Community Technology Fund TIGER applications, a list of Frequently Asked Questions (FAQs) and tips are available on the NITC Web Site (<http://www.nitc.state.ne.us>). Information on the Community Technology Fund TIGER program can be accessed directly at <http://www.nitc.state.ne.us/cc/grants/>.

## Submission of Applications

**Application Form.** The application form is available at <http://www.nitc.state.ne.us/cc/grants/>. Applicants may download the form or duplicate it on their own word processor or spreadsheet program. Applicants are asked to submit both electronic and paper copies of the application, including the budget.

**Electronic Submission.** An electronic copy should be e-mailed to Anne Byers at [abyers@notes.state.ne.us](mailto:abyers@notes.state.ne.us) as a Word, WordPerfect, OpenOffice, Rich Text Format (RTF), HTML or PDF attachment. Budgets can be submitted in any of the formats listed above or as Excel documents. An electronic copy may also be submitted on a disk if an applicant does not have e-mail. If an applicant is unable to submit an electronic copy, please contact Anne Byers at (402) 471-3805 in advance. In the event of a network outage, please contact Anne Byers at (402) 471-3805 and fax a copy of the application to (402) 471-4608.

**Deadline.** Electronic applications must be received by 5:00 p.m. CT, Sept. 1, 2005. Receipt of applications will be confirmed. A list of applications received will also be available on the Community Technology Fund TIGER section of the NITC Web site (<http://www.nitc.state.ne.us/cc/grants/>).

## Application Review Process

The completed application forms will be reviewed NITC staff for compliance with minimum eligibility requirements. Ineligible applications will be returned to the applicant with an explanation and recommendation for improving the document.

As part of the technical review, the Technical Panel will approve Community Technology Fund reviewers. Reviewers will include members of the Community Council, Technical Panel and/or their designees, and NITC staff. Other professionals working in the fields of community development and information technology may also serve as committee members.

Eligible applications will be reviewed using the evaluation criteria listed below.

<b>Evaluation Criteria</b>	<b>Maximum Score</b>
Project Description and Goals	10 points
Project Team and Project Activities	10 points
Expected Outcomes and Economic Benefits	30 points
Implementation Timeline	10 points
Sustainability	10 points
Project Evaluation	10 points
Technical Evaluation	10 points
Budget	10 points
Total	100 points

The Community Council may be asked to make recommendations regarding project funding to the Nebraska Information Technology Commission.

A summary of the project evaluations, the technical review conducted by the Technical Panel, and any recommendations of the Community Council will be presented to the Nebraska Information Technology Commission. The Nebraska Information Technology Commission will make the final decision regarding project funding.

### **Contractual Agreement**

Grant recipients are required to enter into a contractual agreement with the Nebraska Information Technology Commission.

### **Drug Free Work Place Policy**

Recipients are also required to submit a copy of their Drug Free Work Place Policy.

### **Disbursement of Funds**

Due to the small amount of the awards and the small number of grants that can be awarded, the disbursement schedule will be negotiated with each grantee to minimize administrative burden while providing adequate oversight. For projects involving the purchase of equipment from one or two vendors, disbursement will be made upon submission of invoices. For projects for which this method of disbursement would not be practical, funds will be disbursed in two to three installments. Disbursements after the initial disbursement will require the submission of a financial report including receipts or invoices of all expenditures made with grant funds and documentation of cash and in-kind matches. All grantees will be required to submit financial reports, including receipts or invoices of all expenditures made with grant funds and documentation of cash and in-kind matches.

## **Reporting Requirements**

Grant recipients will be required to submit a progress report every six months until the project is completed. It is the expectation of the Nebraska Information Technology Commission that no project will require more than 12 months to complete.

The first progress report will be due June 16, 2006. If a complete financial report has not been submitted, the progress report must also include a complete and current accounting. This accounting should include receipts or invoices of all expenditures made with grant funds and documentation of cash and in-kind matches. A copy of materials created from this project to date should also be submitted.

A full report, detailing the results of the project will be required by January 15, 2007. If a complete financial report has not been submitted, the progress report must also include a complete and current accounting. This accounting should include receipts or invoices of all expenditures made with grant funds and documentation of cash and in-kind matches. A copy of materials created from this project should also be submitted. This information will be publicized across the state so that everyone can benefit from the work supported by Community Technology Fund TIGER funds.

## **Amendments to the Agreement**

Requests to amend the agreement must be received in writing by the Nebraska Information Technology Committee. Requests to which substantially change the scope of the project will be brought before the Community Council for approval.

## **Right to Audit**

The NITC reserves the right to audit any and all grant projects for a period of 2 years after project completion.

## **For More Information**

For further information, please contact:

Anne Byers, Community Technology Manager  
Nebraska Information Technology Commission  
521 So. 14<sup>th</sup> Street, Suite 200  
Lincoln, NE 68508-2707  
phone (402) 471-3805  
e-mail: [abyers@notes.state.ne.us](mailto:abyers@notes.state.ne.us)

**Nebraska Information Technology Commission  
EDUCATION COUNCIL**

**2005-07 Membership Renewals/Replacements EXPIRING June 30, 2005**

<u>Name</u>	<u>Representing</u>	<u>Status</u>
<b><u>HIGHER EDUCATION</u></b>		
<b>Yvette Holly</b>	UN System	<b>President Milliken Confirmed (4/25)</b>
<b><u>Stan Carpenter</u></b>	State College System	<b>Stan Carpenter Confirmed (5/18)</b>
<b>Chuck Lenosky</b>	Independent Colleges & Universities	<b>Tip O’Neill Confirmed (5/15)</b>
<b>Jack Huck</b>	Community College System	<b>Dennis Baack Confirmed (4/25)</b>
<b><u>Clark Chandler (2004-06)</u></b>	Independent Colleges & Universities	<b>Tip O’Neill Confirmed (5/15)</b>
<b><u>K-12 EDUCATION</u></b>		
<b>Ed Rastovski</b>	Administrators	<b>Jerry Sellentin Confirmed (5/24*)</b>
<b><u>Rich Molettieri</u></b>	Public Teachers	<b>Duane Obermier Confirmed (5/9)</b>
<b>Joe LeDuc</b>	Nonpublic Teachers	<b>Fr. John Perkinton Confirmed (5/13)</b>
<b>Al Schneider</b>	Educational Service Units	<b>Jon Fisher Confirmed (4/11)</b>
<b><u>NON-VOTING LIAISONS</u></b>		
<b>Marshall Hill</b>	Coordinating Commission for Postsecondary Education	<b>Carna Pfeil Confirmed (3/16)</b>
<b>Mike Kozak</b>	Nebraska Department of Education	<b>Doug Christensen Confirmed (5/18)</b>
<b>Michael Winkle</b>	Nebraska Educational Telecom- munications Commission	<b>Rod Bates Confirmed (5/20)</b>

**Notes**

- \*Provisionally approved by the Nebraska Council of School Administrators on 5/17/05.
- Underlined Candidates are brand new voting members to the NITC Education Council and have a short biographical statement attached.
- New Non-voting liaisons will be approved by the Commission but serve at the discretion of their respective agencies.

## **Voting Members**

### **Stan Carpenter**

Stan Carpenter has served as the Executive Director of the Nebraska State College System (NSCS) since 2000 and succeeds Dr. Tom Krepel of Chadron State College as one of the State College representatives on the Education Council. Mr. Carpenter holds a Bachelor of Science and Masters of Education degrees from the University of Cincinnati. He also earned a juris doctorate degree from Salmon P. Chase College of Law at Northern Kentucky University. Mr. Carpenter has consistently advocated for stronger partnerships with Nebraska's community colleges and has supported the growth of off-campus and on-line programs within the state college system. The NSCS mission of access has been promoted and encouraged by Mr. Carpenter since his arrival.

### **Clark Chandler**

Clark Chandler has served as the Vice President of Finance and Administration for Nebraska Wesleyan University (NWU) since 2002 and fills a vacancy as one of the Association of Independent Colleges and Universities of Nebraska representatives on the Education Council. Mr. Chandler holds a Bachelor of Business degree from UNL. He is a member of the American Institute of CPA's and the Nebraska Society of CPA's as well as the National Association of College and University Business Officers. Mr. Chandler came to NWU after 25 years in financial management for the Burroughs Corporation, Touche Ross, and American Tool. He hopes to build awareness of Network Nebraska among other Nebraska independent college and university business officials and also to improve the flow of communication.

### **Rich Molettiere**

Rich Molettiere has served as Technology Coordinator of Omaha North High School since 1985 and succeeds Ms. Linda Engel from Nebraska City Public Schools as one of the two public school teacher representatives on the Education Council. Mr. Molettiere holds a Bachelor of History degree from Doane College and a Masters of Education degree from UNO. He is an elected officer of the Nebraska Educational Technology Association Board and also is active in the International Society for Technology in Education, among other professional education and technology associations. Mr. Molettiere brings a wealth of technical applications and systems knowledge derived from over 30 years in public education.

## **Non-Voting Liaisons**

### **Marshall Hill**

Dr. Marshall Hill is the recently hired Executive Director of the Coordinating Commission for Postsecondary Education, succeeding Dr. David Powers in this role with the Education Council.

### **Mike Kozak**

Mr. Mike Kozak is the newly hired Director of the Nebraska Department of Education Technology Center, succeeding Dr. Dean Bergman in this role with the Education Council.

### **Michael Winkle**

Mr. Michael Winkle is the Assistant General Manager of Marketing and Development for Nebraska Educational Telecommunications, replacing Mr. Michael Beach in this role with the Education Council. Mr. Winkle also served as the Executive Director of the NITC from 1998-2001.

Lt. Governor Sheehy signed certificates recognizing the service of Ms. Linda Engel and Dr. Tom Krepel. The NITC may also recognize the long and distinguished service of Dr. David Powers, Dr. Dean Bergman, and Mr. Michael Beach to the Education Council and the NITC.



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### Branding and Policy Consistency

Category	<b>E-Government Architecture</b>
Title	<b>Branding and Policy Consistency</b>
Number	

Applicability	<input checked="" type="checkbox"/> <b>State Government Agencies</b> <input type="checkbox"/> All..... <b>Not Applicable</b> <input checked="" type="checkbox"/> Excluding Higher Education ..... <b>Standard</b> <input type="checkbox"/> <b>State Funded Entities</b> - All entities receiving state funding for matters covered by this document..... <b>Not Applicable</b> <input type="checkbox"/> <b>Other:</b> _____ <b>Not Applicable</b>  <b>Definitions:</b> <b>Standard</b> - Adherence is required. Certain exceptions and conditions may appear in this document. <b>Guideline</b> - Adherence is voluntary.
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Status	<input type="checkbox"/> Adopted <input checked="" type="checkbox"/> Draft <input type="checkbox"/> Other: _____
Dates	Date: April 14, 2005 Date Adopted by NITC: Other:

## 1.0 Standard

### 1.1 Header

- 1.11 The Brand Graphic shall appear in the upper left of every web page.
- 1.12 Any method of skipping links will come after the Brand Graphic.
- 1.13 The Brand Graphic must be saved on the individual web site.
- 1.14 The Brand Graphic will have an alt tag stating "Official Nebraska Government Website"
- 1.15 No changes may be made to the Brand Graphic without approval of the Nebraska Webmasters Working Group (see Section 5.3)
- 1.16 Use of HTML to stretch or condense the Brand Graphic on the web page is not permitted.

### 1.2 Footer

- 1.21 The bottom of each web page will contain a link to Nebraska.gov, the official State home page
- 1.22 The bottom of each web page will contain a link to the State privacy policy, or the agency's privacy policy.
- 1.23 The bottom of each web page will contain a link to the State security policy, or the agency's security policy.

## 2.0 Purpose and Objectives

### 2.1 Header

The purpose of the Brand Graphic is to make it clear that the web page being viewed is an official State of Nebraska web page with an image that cannot legally be used on non-State of Nebraska web pages.

### 2.2 Footer

The purpose of the footer requirements is to ensure that the public can easily view the privacy and security policies and that every web page has them available.

## 3.0 Definitions

### 3.1 Brand Graphic

The Brand Graphic is an twenty pixel tall image consisting of a filled outline of Nebraska with a star in the lower right hand area, with the words Official Nebraska Government Website, all on a colored background, with a drop shadow beneath.

### 3.2 Footer

The footer is a space at the bottom of a web page, generally of a smaller font than the rest of the page, where legal information and links are usually placed.

### 3.3 Web Page

A document stored on a server, consisting of an HTML file and any related files for scripts and graphics, viewable through a web browser on the World Wide Web. Files linked from a Web Page such as Word (.doc), Portable Document Format (.pdf), and Excel (.xls) files are not Web Pages, as they can be viewed without access to a web browser.

### **3.4 Web Site**

A set of interconnected Web Pages, usually including a homepage, generally located on the same server, and prepared and maintained as a collection of information by a person, group, or organization.

### **4.0 Applicability**

This standard shall apply to all state agencies, boards, and commissions.

### **5.0 Responsibility**

#### **5.1 Header Placement**

Each agency is responsible for ensuring the Brand Graphic is placed upon their web site, in compliance with the Standard. The Brand Graphic shall be placed upon the home page within 30 days, with all other pages within six months.

#### **5.2 Header Availability**

The Nebraska Webmasters Working Group shall maintain a portion of their web site to house a collection of Brand Graphics for use and add to it whenever a modified version is created. (<http://www.webmasters.ne.gov>)

#### **5.3 Header Changes**

Should an entity wish a color scheme for the Brand Graphic different than is available, that entity will contact the Chair of the Nebraska Webmasters Working Group. (Contact information available at <http://www.webmasters.ne.gov>) The Chair will put an authorized member in contact with the requester. The member will modify the Brand Graphic within certain parameters (see section 5.31). The Brand Graphic will then be placed on the Nebraska Webmasters Working Group web site for use.

##### **5.31 Allowable Changes to the Brand Graphic**

Allowable changes for the Brand Graphic are the color of the text, the color of the state, and the color of the background. The star will be available in several standard colors. The graphic will be available in 800 and 1280 pixel lengths. No changes may be made to the drop shadow; size or font of the text; position of the state; or the alt tag. Additionally, the colors for the Brand Graphic must be clearly visible/high contrast with clearly legible text.

#### **5.4 Footer Placement**

Each agency is responsible for ensuring the footer elements are placed upon their web site, in compliance with the Standard. The footer elements shall be placed upon the home page within 30 days, with all other pages within six months.

### **6.0 Exemptions and Extensions**

#### **6.1 Standard Exemption**

Any web page that cannot be accessed from outside of an agency web site is exempted.

## DRAFT

6.11 Example: A document specifically called up from a database, that cannot be found through a search engine.

### **6.2 Extension**

Any agency may petition for an extension of time in which to make all pages marked with the brand graphic.

6.21 Application for extension will be reviewed and ruled on by the State Government Council of the Nebraska Information Technology Commission.

### **6.3 Exemption, Partial**

An agency may petition for an exemption of some of its content. All main pages must still be marked with the brand graphic.

6.31 Exemptions will be considered on the basis of financial hardship.

6.32 Application for exemption will be reviewed by the State Government Council and ruled on by the Nebraska Information Technology Commission.

### **6.4 Exemption, Full**

An agency may petition for a full exemption of its content with the exception of the homepage.

6.41 Exemptions will be considered on the basis of financial hardship.

6.42 Application for exemption will be reviewed by the State Government Council and ruled on by the Nebraska Information Technology Commission.

## **7.0 Related Documents**

### **7.1 Brand Graphic Options**

<http://www.webmasters.ne.gov/branding.html>



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### Security Statement - State of Nebraska Home Page

Category	<b>E-Government Architecture</b>
Title	<b>Security Statement - State of Nebraska Home Page</b>
Number	

Applicability	<input type="checkbox"/> <b>State Government Agencies</b> <input type="checkbox"/> All..... <b>Not Applicable</b> <input type="checkbox"/> Excluding ..... <b>Not Applicable</b> <input type="checkbox"/> <b>State Funded Entities</b> - All entities receiving state funding for matters covered by this document..... <b>Not Applicable</b> <input checked="" type="checkbox"/> <b>Other:</b> See §1.0 ..... <b>Standard</b>
	<b>Definitions:</b> <b>Standard</b> - Adherence is required. <b>Guideline</b> - Adherence is voluntary.

Status	<input type="checkbox"/> Adopted <input checked="" type="checkbox"/> Draft <input type="checkbox"/> Other:_____
Dates	Date: April 14, 2005 Date Adopted by NITC: Other:

## 1.0 Standard

The following security statement will be posted on a web page -- which may include other privacy and policy information -- linked directly from the State of Nebraska home page (<http://www.nebraska.gov>):

“The State of Nebraska is committed to ensuring the integrity and security of the information and systems it maintains. The State has taken steps designed to safeguard its telecommunications and computing infrastructure to prevent unauthorized access to internal systems and confidential information. If you have any knowledge of a security breach or potential security breach, please contact us at 402-471-4636 or [IHELP@notes.state.ne.us](mailto:IHELP@notes.state.ne.us).”



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### E-Mail Standard for State Government Agencies

Category	<b>Groupware Architecture</b>
Title	<b>E-Mail Standard for State Government Agencies</b>
Number	

Applicability	<input checked="" type="checkbox"/> <b>State Government Agencies</b> <input type="checkbox"/> All..... <b>Not Applicable</b> <input checked="" type="checkbox"/> <b>Excluding: Higher Education; and agencies receiving an exemption pursuant to § 4.2..... Standard</b> <input type="checkbox"/> <b>State Funded Entities - All entities receiving state funding for matters covered by this document..... Not Applicable</b> <input type="checkbox"/> <b>Other: _____ Not Applicable</b>  <b>Definitions:</b> <b>Standard</b> - Adherence is required. Certain exceptions and conditions may appear in this document, all other deviations from the standard require prior approval described in § 4.2. <b>Guideline</b> - Adherence is voluntary.
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Status	<input type="checkbox"/> Adopted <input checked="" type="checkbox"/> Draft <input type="checkbox"/> Other: _____
Dates	Date: June 7, 2005 Date Adopted by NITC: Other: Revisions to version adopted on by the NITC on June 3, 2004

## 1.0 Standard

### 1.1 E-mail Standard for State Government Agencies

The state will standardize on a unified e-mail system which provides agencies with the option of choosing a business-class e-mail product or a low-cost, basic e-mail product. These products are:

Unified E-mail System	Product
Business-Class E-mail	Lotus Notes
Basic E-mail	State of Nebraska Basic E-mail Service

### 1.2 E-mail Infrastructure

The e-mail infrastructure needs to provide for secure transmission of e-mail within state government and provide for a unified e-mail directory.

## 2.0 Purpose and Objectives

In 1997, the Information Resources Cabinet -- the predecessor of the Nebraska Information Technology Commission ("NITC") -- adopted the first electronic mail standard for Nebraska state government agencies. Section 1 of the standard states as follows:

"The state will standardize on four e-mail products from which agencies must select in order to take advantage of universal message switching and a central e-mail address directory. These products are:

- Internet Mail Products based on SMTP/MIME and IMAP4
- Lotus Notes/cc:Mail
- Microsoft Exchange
- OfficeVision (OV/VM and OV/400)"

That standard has remained unchanged since its adoption. Both the NITC and the State Government Council determined that this standard should be reviewed and recommendations made for possible revisions. A work group was formed to perform this review.

The work group, based on guidance from the State Government Council, established the following goals for this revised e-mail standard:

1. Provide for secure e-mail communications within state government.
2. Provide for regular, server-based backup of all state government e-mail, and assure that business recovery is possible.
3. Allow for gateway-based blocking of viruses and Spam.
4. Provide a unified e-mail directory for all state employees that provides information about the security of sending intra-agency e-mail communications.

5. Revise the standard to only include vendor-supported software.
6. Provide a low cost e-mail alternative.

This standard was developed to meet these goals.

### **3.0 Definitions**

#### **3.1 Basic E-mail**

“Basic E-mail” means a simple, low-cost, e-mail communication service. Features of Basic E-mail include: personal address book; personal calendar; spell check; the ability to create folders; the ability to send and receive attachments; secure transmission of mail within the Unified E-mail System; and access available through a Web browser.

#### **3.2 Business-Class E-mail**

“Business-Class E-mail” means a full-featured groupware application that includes e-mail communications functionality. In addition to the features available to Basic E-mail users, Business-Class E-mail includes the following features: shared calendars; group scheduling; workflow application integration; instant messaging; and database integration.

#### **3.3 Unified E-mail System**

“Unified E-mail System” means the e-mail system for Nebraska state government agencies established by this document, including Business-Class E-mail and Basic E-mail. The implementation of the system will provide for secure transmission of e-mail between all users in the system; regular backup of e-mail; gateway-based blocking of viruses and Spam; and provide a unified e-mail directory.

### **4.0 Applicability**

#### **4.1 State Government Agencies**

This standard applies to all state government agencies, except Higher Education and those agencies receiving an exemption under Section 4.2.

#### **4.2 Exemption**

Exemptions may be granted by the Technical Panel of the NITC upon request by an agency.

##### **4.2.1 Exemption Process**

Any agency may request an exemption from this standard by submitting a “Request for Exemption” to the Technical Panel of the NITC. Requests should state the reason for the exemption. Reasons for an exemption include, but are not limited to: statutory exclusion; federal government requirements; or financial hardship. Requests may be submitted to the Office of the NITC via e-mail or letter (Office of the NITC, 521 S 14th Street, Suite 301, Lincoln, NE 68508). The Technical Panel will consider the request and grant or deny the exemption. A denial of an exemption by the Technical Panel may be appealed to the NITC.

## **5.0 Responsibility**

### **5.1 IMServices**

IMServices will incorporate the needed hardware and software into their infrastructure to provide the following:

- Basic E-mail (support for Web mail via browser only, see Other)
- Directory for e-mail accounts
- Business/disaster recovery

### **5.2 Other**

Agencies/entities utilizing an application, other than a supported Web browser, to access Basic E-mail accounts are responsible for installation, support, and security of the application.