

# M E E T I N G   A G E N D A

## NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Thursday, February 22, 2007, 1:30 p.m.  
Nebraska Department of Education – Board Room  
301 Centennial Mall South-6th Floor  
Lincoln, Nebraska

Videoconference Site [Neb Rev. Stat. § 84-1411(2)]:  
Chadron State College  
Burkhiser Technology Complex-Room 109  
Chadron, Nebraska.

### AGENDA

Meeting Documents:  
Click the links in the agenda  
or [click here](#) for all documents (xx Pages, xxx KB)

1:30 p.m.	Call to Order, Roll Call, Notice of Meeting, & Open Meetings Act Information Approval of <a href="#">November 1, 2006 Minutes*</a> Public Comment
1:35 p.m.	Informational Updates <ul style="list-style-type: none"><li>• LB 1208 Implementation<ul style="list-style-type: none"><li>- Statewide Scheduling System (<a href="#">RFP 1683</a> - Background Information Only )</li><li>- Networking, Edge Devices, Internet Access, Transport (<a href="#">RFP 1752</a> - Background Information Only )</li><li>- Codec Device RFP</li></ul></li><li>• E-rate filing</li><li>• Legislative Performance Audit</li></ul>
2:00 p.m.	Statewide Technology Plan – <a href="#">Strategic Initiatives and Action Items Update</a> <ul style="list-style-type: none"><li>• New Initiative: eHealth*<ul style="list-style-type: none"><li>- eHealth Council*</li></ul></li><li>• New Initiative: Public Safety Communications System*</li><li>• Completed Initiative: Statewide Synchronous Video Network*</li><li>• Other Initiatives: Updates from the NITC Advisory Councils and Technical Panel*</li></ul>
	Reports from the Councils and Technical Panel A. Community Council Report

2:45 p.m.	<ul style="list-style-type: none"> <li>• Update: TIGER Grants</li> <li>• Update: Podcasting Across Nebraska</li> </ul> <p>B. Education Council Report</p> <p>C. State Government Council Report</p> <ul style="list-style-type: none"> <li>• <a href="#">Revised Charter</a>*</li> </ul> <p>D. Technical Panel Report</p> <ul style="list-style-type: none"> <li>• Standards &amp; Guidelines: <a href="#">Remote Access Standard</a>*</li> <li>• Standards &amp; Guidelines: <a href="#">Emergency Information Page</a>*</li> </ul>
3:15 p.m.	Other Business
3:30 p.m.	Adjournment

\* Indicates action items.

(The Nebraska Information Technology Commission will attempt to adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to take action on any of the items listed.)

The meeting notice and agenda was posted to the NITC website and the [Public Meeting Calendar website](#) on February 15, 2007.

# M E E T I N G M I N U T E S

## **NEBRASKA INFORMATION TECHNOLOGY COMMISSION**

Southeast Community College-Room 303  
608 Park Place, Lincoln, Nebraska  
Wednesday, November 1, 2006, 9:00 a.m.

### **PROPOSED MINUTES**

#### **MEMBERS PRESENT:**

**Lieutenant Governor Rick Sheehy**, Chair  
**Linda Aerni**, Chief Executive Officer, Community Internet Systems  
**Pat Flanagan**, Information Services Manager, Mutual of Omaha  
**Lance Hedquist**, City Administrator, South Sioux City  
**Dr. Dan Hoelsing**, Superintendent, Laurel-Concord, Coleridge, & Newcastle Public Schools  
**Mike Huggenberger**, Director-Netlink, Great Plains Communications  
**Dr. Janie Park**, President, Chadron State College  
**Trev Peterson**, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP

#### **MEMBERS ABSENT:**

Dr. Doug Kristensen, Chancellor, University of Nebraska-Kearney  
Senator Phil Erdman, State of Nebraska

#### **CALL TO ORDER, ROLL CALL, NOTICE OF MEETING & OPEN MEETINGS ACT INFORMATION**

Lt. Governor Sheehy called the meeting to order at 9:00 a.m. The meeting notice and meeting agenda were posted to the NITC and Public Meeting Calendar Web sites on October 25, 2006. Lt. Governor Sheehy announced that a copy of the Open Meetings Act was located on the back table next to the entrance.

#### **APPROVAL OF AUGUST MINUTES**

Commissioner Park moved to approve the [August 4, 2006 minutes](#) as presented.  
Commissioner Hedquist seconded. Roll call vote: Aerni-Yes, Hedquist-Yes, Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, and Sheehy-Yes. Results: Yes-7, No-0.  
Motion carried.

#### **PUBLIC COMMENT**

There was no public comment.

#### **INFORMATIONAL ITEMS**

*LB 1208 Implementation, Brenda Decker.* The Request for Proposal bids for the scheduling system closed yesterday October 31st. Four bids were received. The evaluation team will begin their work towards meeting the award date scheduled for November 22nd. There are representatives of Distance Education Council and staff of the Office of the CIO on the evaluation team. The team is aware that a MPLS network has been launched through Phase III of Network Nebraska. LB 1208 will assist greatly in getting expanded services to schools. The Distance Education Council approved that LB 1208 implementation begin in the Northeast Nebraska school districts. The Office of the CIO is filing a form 470 on behalf of all Phase I entities. School districts and Educational Service Units have submitted letters approving the CIO to bid for network services. The NITC staff will be meeting with Senator Raikes to provide an update on LB 1208 efforts.

Commissioner Flanagan arrived at the meeting.

*Broadband Services Task Force, Lieutenant Governor Sheehy.* The Lieutenant Governor,

Commissioner Aerni and Commissioner Kristensen serve on the task force. The report has been drafted and is currently being reviewed. The report is to be completed by November 15th. One recommendation of the taskforce is to having ongoing evaluation and assessment of the deployment of broadband in Nebraska. Lieutenant Governor Sheehy recommended that the NITC take the lead on assuring an on-going evaluation. Staff of the Office of the CIO affirmed that this was within the responsibilities of the NITC.

[\*Information Technology Services Report June 2006, Brenda Decker.\*](#) The Office of the CIO will be providing an annual report of its operational accomplishments and future goals. It is an informational document and a companion to the NITC's Biennial Report to the Legislature.

### **NITC PRIORIZATION OF FY 2007-09 IT BUDGET**

Mr. Weir and Mr. Henderson acknowledged and thanked the reviewers, University of Nebraska and the Office of the CIO project management staff for their assistance. Each I.T. project proposal was evaluated by three reviewers. Each of the advisory councils, as well as the Technical Panel, have reviewed the I.T. project proposals. For this biennial budget, the Office of the CIO utilized a portfolio management process to assist the NITC in their recommendations.

Commissioner Hedquist moved to approve the Technical Panel and Advisory Councils' I.T. Budget Project Proposals recommendation as listed below with the exception of project numbers 50-01, 85-01, 27-01, 27-03, and 47-01 to be further discussed by the Commission:

Mandate:

25-01, HHSS-New Medicaid Management Information System (MMIS)

47-04, NET-Final DTV Transmitter Conversion Project

Tier 1:

51-01, University of Nebraska, Student Information System

Tier 2:

05-01, Supreme Court-E-Filing in JUSTICE

13-01, Department of Education-Nebraska Transcript Project

37-02, Workers' Compensation Court-Court Re-engineering - Adjudication

37-03, Workers' Compensation Court-Court Re-engineering - Vocational Rehabilitation

Tier 3:

05-02, Supreme Court-Digital Audio Recorders

25-02, HHSS-Laboratory Information Management System (LIMS)

37-01, Workers' Compensation Court-WCC Internet Enhancement and Security

47-02, NET-Public Media Archive and Distribution Project

47-03, NET-Public Media at the Capitol

Commissioner Hoelsing seconded. Motion was open for discussion.

Commissioner Peterson expressed concern about the two Health and Human Services Systems projects that were not submitted on time and were listed without any type of review. The Medicaid project proposal was submitted and approved during the last biennial budget. It was rated low due to the similar concerns as this year's proposal. The project did go out for bid. All bids were rejected at that time. The agency had to get approval from the federal government to go back out for bid.

Commissioner Peterson offered a friendly amendment to add the HHSS projects 25-01 and 25-02 to the list for further discussion. The friendly amendment was accepted by Commissioners Hedquist and Hoelsing.

**Commissioner Hedquist moved to approve the Technical Panel and Councils' I.T. Budget Project Proposals recommendation as listed below with the exception of project numbers 50-01, 85-01, 27-01, 27-03, 47-01, 25-01, and 25-02 to be further discussed by the Commission:**

**Mandate:**

**47-04, NET-Final DTV Transmitter Conversion Project**

**Tier 1:**

**51-01, University of Nebraska, Student Information System**

**Tier 2:**

**05-01, Supreme Court-E-Filing in JUSTICE**

**13-01, Department of Education-Nebraska Transcript Project**

**37-02, Workers' Compensation Court-Court Re-engineering - Adjudication**

**37-03, Workers' Compensation Court-Court Re-engineering - Vocational Rehabilitation**

**Tier 3:**

**05-02, Supreme Court-Digital Audio Recorders**

**37-01, Workers' Compensation Court-WCC Internet Enhancement and Security**

**47-02, NET-Public Media Archive and Distribution Project**

**47-03, NET-Public Media at the Capitol**

**Commissioner Hoelsing seconded. Roll call vote: Aerni-Yes, Sheehy-Yes, Flanagan-Yes, Peterson-Yes, Hedquist-Yes, Park-Yes, Hoelsing-Yes, and Huggenberger-Yes. Results: Yes-8, No-0. Motion carried.**

**DISCUSSION AND RECOMMENDATION FOR PROJECT 50-01, STATE COLLEGE SYSTEM-STUDENT INFORMATION ADMINISTRATIVE SYSTEM AND COLLABORATION WITH PROJECT 51-01, UN-STUDENT INFORMATION SYSTEM:**

The current student information systems (SIS+) will no longer be supported as of 2009 due to some of the financial aid requirements. The needs of the State College System and the University of Nebraska may differ but there could be some common implementation elements of a student services information system. Mr. Weir has spoken with Ed Hoffman, of the State College System, about the technical aspects of the project to bring down the cost of implementation. They have been discussing the various models – centralized versus decentralized versus a hybrid model. A hybrid model may be one option that can be used by all. The hybrid model would utilize common data sets which could be modified by each institution upon implementation. Collaboration can also be done with sharing implementation experiences. Commissioner Aerni commented that it would be nice to have one place where citizens can go for information on education. Mr. Weir has also had discussions with Bob Beecham, Nebraska Department of Education, about developing a data warehouse.

**Regarding Projects 50-01, State College System-Student Information Administrative System, and the collaboration with Project 51-01, UN-Student Information System, Commissioner Peterson moved:**

- to leave the project in Tier 1.
- that the NITC strongly recommends that the University of Nebraska and the State College System collaborate on these projects in the areas of data element and definitions, data warehouse design, data sharing, networking, hardware, and implementation.
- that the systems should be interoperable.
- that the University of Nebraska and the State College System work closely with the Technical Panel and provide periodic project reports to the NITC.

**Commissioner Hedquist seconded. Roll call vote: Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, Peterson-Yes, and Park-Yes. Results: Yes-8, No-0. Motion carried.**

## **DISCUSSION AND RECOMMENDATION FOR PROJECT 27-03, DEPARTMENT OF ROADS-HIGHWAY CONDITION REPORTING SYSTEMS (HCRS) ENHANCEMENT:**

The project is currently listed in the Tier 3 group. As noted by the Technical Panel, there is no mention of collaborative efforts with other agencies or with the GIS Steering Committee. The Technical Panel review also indicated that there was not much technical information in the proposal to effectively score the project.

By group consensus, the Commissioners defined a Tier 4 for projects. These are projects that had insufficient information to proceed with a recommendation for funding.

**Commissioner Hedquist moved that Project 27-03, Department of Roads-Highway Condition Reporting Systems (HCRS) Enhancement, be moved to Tier 4 due to insufficient information to proceed with a recommendation. Commissioner Peterson seconded. Roll call vote: Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, Flanagan-Yes, and Hedquist-Yes. Results: Yes-8, No-0. Motion carried.**

## **DISCUSSION AND RECOMMENDATION FOR 85-01, RETIREMENT-MIGRATION OF PIONEER TO THE jCLARITY PLATFORM**

Jerry Brown, Office of the CIO, is currently the IT Manager working with the Retirement Systems. Randy Gerke, Retirement Systems Interim Director, was also present to answer questions. The proposal was submitted by the previous director at a time when the agency had no permanent IT support staff. Mr. Brown submitted a letter of response addressing some of the reviewers' concerns. Following is an excerpt: "The PIONEER application was developed in a language called Forte, which is a fourth generation language. Forte is owned by Sun Microsystems, who purchased the product suite in late 1999. Sun Microsystems has pledged to support Forte on select platforms until sometime in 2007, after which legacy systems (i.e. PIONEER) will need to look elsewhere for support. PIONEER was written with some dependency on Windows 2000. It is projected that Microsoft will terminate Windows 2000 support by 2010. It is possible to transition to Windows XP, but would involve updating 75+ workstations, updating the software where appropriate, and testing the entire system. It is yet to be determined if this would be justified, based on when the transitioned system would be in production."

Commissioner Aerni moved that Project 85-01, Retirement- Migration of Pioneer to the jClarity Platform, be moved to Tier 4 due to insufficient information to proceed with a recommendation. There was no second. The motion died for lack of a second.

**Commissioner Peterson moved to leave Project 85-01, Retirement- Migration of Pioneer to the jClarity Platform, in Tier 1 and recommended that the agency coordinate with the Technical Panel for oversight of the project. Commissioner Hoelsing seconded. Roll call vote: Aerni-Yes, Sheehy-Yes, Flanagan-Yes, Peterson-Yes, Hedquist-Yes, Park-Yes, Hoelsing-Yes, and Huggenberger-Yes. Results: Yes-8, No-0. Motion carried.**

## **DISCUSSION AND RECOMMENDATION FOR 27-01 DEPARTMENT OF ROADS-EXPANSION OF FALCON DMS TO AGENCY-WIDE USE**

The Technical Review noted that it appears that Falcon is already being used in some areas of the agency with plans to expand its capabilities, and that there was not enough technical information on the project.

**Commissioner Flanagan moved that Project 27-01 be moved to Tier 4 due to insufficient information to proceed with a recommendation. Commissioner Huggenberger second. Roll call vote: Hoelsing-Yes, Huggenberger-Yes, Hedquist-Yes, Park-Yes, Flanagan-Yes, Aerni-Yes, Peterson-Yes, and Sheehy-Yes. Results: Yes-8, No-0. Motion carried.**

## **DISCUSSION AND RECOMMENDATION FOR 47-01 SATELLITE RECONFIGURATION**

Michael Winkle, Assistant Manager, University Television provided a brief history of the project. The NET Commission approved the project. NET has been working with other agencies who may be interested in passing data through Network 3 satellite uplinks. Those agencies include the Department of Roads, Health and Human Services Systems and law enforcement agencies. The capabilities and advantages once implemented would be better managed by Network Nebraska.

**Commissioner Flanagan moved to leave Project 47-01, NET-Final DTV Transmitter Conversion Project in Tier 3 as recommended. Commissioner Peterson second. Roll call vote: Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, Flanagan-Yes, Hedquist-Yes, Hoelsing-Yes, and Huggenberger-Yes. Results: Yes-8, No-0. Motion carried.**

#### **DISCUSSION AND RECOMMENDATION 25-01, HHSS-NEW MEDICAID MANAGEMENT INFORMATION SYSTEM (MMIS)**

**Regarding Project 25-01 New Medicaid Management Information System, Commissioner Peterson moved:**

- to leave Project 25-01 in the recommended "Mandate" list.
- to note that the project was not submitted on time for an evaluation and Technical Panel review.
- that the agency coordinate with the Technical Panel for review of the project as needed.

**Commissioner Aerni seconded. Roll call vote: Flanagan-Yes, Park-Yes, Aerni-Yes, Hedquist-Yes, Hoelsing-Yes, Huggenberger-Yes, Peterson-Yes, and Sheehy-Yes. Results: Yes-8, No-0. Motion carried.**

#### **DISCUSSION AND RECOMMENDATION 25-02, HHSS-LABORATORY INFORMATION MANAGEMENT SYSTEM (LIMS):**

Commissioner Peterson moved to leave in Tier 3 and that the project report to the Technical Panel on a regular basis. Commissioner Flanagan seconded.

Motion was open for discussion. There was concern that the agency did not meet the deadline for submission of I.T. Project Proposals in time for the evaluation and technical review. A friendly amendment was offered to state the NITC's concern the project did not get evaluated. Commissioners Peterson and Flanagan accepted the friendly amendment.

**Regarding Project 25-02 Laboratory Information Management System, Commissioner Peterson moved:**

- to leave Project 25-02 in the recommended Tier 3 list.
- to note that the project was not submitted on time for an evaluation and Technical Panel review.
- that the agency coordinate with the Technical Panel for review of the project as needed.

**Commissioner Flanagan seconded. Roll call vote: Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, Peterson-Yes, and Park-Yes. Results: Yes-8, No-0. Motion carried.**

#### **NITC BIENNIAL REPORT**

Commissioners reviewed the draft report and had no recommended changes. Photos will be added to the final product.

## NITC STRATEGIC INITIATIVES

By statute, the NITC is required to annually review its goals and strategic initiatives. When approved, the advisory councils develop action items to accomplish the initiatives. Two additional initiatives were presented for discussion.

**eHealth.** Lieutenant Governor stated that there are a number of initiatives in the state addressing various aspects of eHealth. There is a need for a statewide advisory group to identify barriers and facilitate collaboration among eHealth initiatives. This could be a role for the NITC.

**Dr. Park moved to direct staff to further develop the eHealth concepts and to bring a recommendation to the NITC for inclusion as an additional NITC Strategic Initiative. Commissioner Hoelsing seconded. Roll call vote: Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, and Hedquist-Yes. Results: Yes-8, No-0. Motion carried.**

It was recommended to have the NITC's Community Council and the State Government Council assist in developing the initiative.

**Public Safety Radio.** The Office of the CIO has been working with the Department of Roads, State Patrol and local law enforcement on a public safety radio project.

**Dr. Park moved to direct staff and the State Government Council to further develop the Statewide Radio Project initiative and make a recommendation to the NITC for inclusion as an additional NITC Strategic Initiatives. Commissioner Hedquist seconded. Roll call vote: Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan, Aerni-Yes, Sheehy-Yes, Peterson-Yes, and Park-Yes. Results: Yes-8, No-0. Motion carried.**

## **REPORTS AND ACTION ITEMS FROM THE COUNCILS – COMMUNITY COUNCIL**

*Community Technology Fund Special [Project Report](#)-Podcasting Across Nebraska.* The application period closed on Friday, October 13. Thirty-three applications were received from communities and regional groups across the state. Currently, applications are being reviewed. It is anticipated that selection of participants will be completed by the end of November. A list of applicants can be viewed in the above report link. The Lieutenant Governor's remarks from the November 13th eGovernment Conference will be recorded and made into a demo podcast during an afternoon session of the conference.

## **REPORTS AND ACTION ITEMS FROM THE COUNCILS – EDUCATION COUNCIL**

The Education Council has met twice since the last NITC meeting. At the October meeting, agencies were invited to present their IT projects and be available for questions. Council members requested a presentation of the portfolio management software used during this biennial funding cycle. LB1208 activities are on-going and fast-paced to meet the projects goals and completion dates. By August 13th all northeast Nebraska sites should be up and running. Beginning tomorrow, November 2nd, a 2-day vendor fair for codec devices will be held in Kearney. Educational service unit I.T. staff will be creating a catalog of all peripheral devices that would be available to K12 and higher education institutions. The Distance Education Council is collaborating with the NITC Education Council.

**Membership.** Al Schneider has resigned from the Education Council. The council would like to nominate Bob Uhing, Education Service Unit 1, to serve as his replacement and new member of the Education Council.

**Commissioner Hoelsing moved to approve the nomination of Bob Uhing to serve as a new member of the Education Council. Commissioner Hedquist. Roll call vote: Peterson-Yes, Hedquist-Yes, Sheehy-Yes, Flanagan-Yes, Park-Yes, Aerni-Yes, Huggenberger-Yes, and Hoelsing-Yes. Results: Yes-8, No-0. Motion carried.**

## **REPORTS AND ACTION ITEMS FROM THE COUNCILS – STATE GOVERNMENT COUNCIL**

Rick Becker, State Government Council I.T. Manager

The council has been focusing on the I.T. project proposal process. Nebraska moved up to number 14 in the nation in the Digital State Survey results.

*Business Continuity, Steve Henderson.* Over the last year, Lieutenant Governor Sheehy has been meeting with agency directors to discuss this issue. There are not many states are taking this approach to business continuity. The discussions focused on what are the priority services we provide to Nebraska's citizens. A list has been prepared and it is currently being evaluated by a technical audience to determine its feasibility. Mr. Henderson thanked the Lieutenant Governor for his support and involvement in this effort.

## **REPORTS AND ACTION ITEMS FROM THE TECHNICAL PANEL**

Walter Weir, Chair, Chief Information Officer, University of Nebraska

The Technical has met twice since last NITC meeting. Agenda items have focused on standards and guidelines and the I.T. Project Proposal review process.

*Revised Charter.* LB 921 gave the Office of the CIO several votes on the Technical Panel. The membership contained in the charter was revised to correct this. Other changes included correcting the office address. The panel would like to recommend a change to section 6.1 Number of Members from seven to five members, and in Section 6.2 Representation to the charter to the following:

### **6.2 Representation**

6.2.1 One representative from the Nebraska Educational Telecommunications Commission;

6.2.2 One representative from the Office of Chief Information Officer;

6.2.3 One representative from the University of Nebraska Computing Services Network;

6.2.4 One member with expertise in assistive technology;

6.2.5 One member representing K-12 education; and

6.2.6 Other members as specified by the Commission.

**Commissioner Aerni moved to approve the recommended changes to the [Technical Panel Charter](#). Commissioner Hedquist seconded. Roll call vote: Park-Yes, Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, and Peterson-Yes. Results: Yes-8, No-0. Motion carried.**

*Membership.* Michael Beach resigned from the Technical Panel due to a career opportunity out of state. The Technical Panel would like to nominate Michael Winkle, General Manager for NET, to serve as his replacement on the Technical Panel.

**Commissioner Flanagan moved to approve the nomination of Michael Winkle to serve as a new member of the Technical Panel. Commissioner Hedquist seconded. Roll call vote: Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, Flanagan-Yes, and Hedquist-Yes. Results: Yes-8, No-0. Motion carried.**

## **OTHER BUSINESS**

The Digital Government Summit, sponsored by the Office of the CIO and Government Technology Magazine, will be held on November 13th, at the Embassy Suites in Lincoln, Nebraska. The registration is free. The Office of the CIO has invited local government representatives to be part of the conference. The conference information link will be sent to commissioners.

The Security Work Group of the NITC Technical Panel has been developing a security standard. Plans are to have the standard recommendation at the NITC to their next meeting. In the event that the standard is not ready for approval, the Governor has agreed to issue an executive order.

Several of the Commissioners had positive comments regarding the I.T. proposal project review process.

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

The Office of the CIO will contact Commissioners regarding available dates for a late February or an early March meeting.

**Commissioner Flanagan moved to adjourn. Commissioner Hedquist seconded. All were in favor. Motion carried by voice vote.**

The meeting was adjourned at 12:44 p.m.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by the staff of the Office of the NITC.

## **Statewide Technology Plan Update Strategic Initiatives**

### 1. Strategic Initiatives from the 2006 Statewide Technology Plan

- Nebraska Statewide Telehealth Network
- Network Nebraska
- Statewide Synchronous Video Network
- Community IT Planning and Development
- Digital Education
- State Government Efficiency
- E-Government
- Security and Business Resumption

### 2. Recommended Changes to the Strategic Initiatives

- New Initiative: eHealth
  - Replaces: Nebraska Statewide Telehealth Network
- New Initiative: Public Safety Communications System
- Completed Initiative: Statewide Synchronous Video Network

### 3. Updates to Existing Strategic Initiatives

- Network Nebraska
- Community IT Planning and Development
- Digital Education
- State Government Efficiency
- E-Government
- Security and Business Resumption

# eHealth

## Objective

- To promote the use of eHealth technologies, including telehealth, electronic health records, and health information exchange, in Nebraska.

## Description

eHealth technologies include telehealth, electronic health records, and health information exchange. Nebraska is nationally recognized for its efforts to establish a statewide telehealth network. The State of Nebraska will build upon the success of the Nebraska Statewide Telehealth Network and the strength of the partnerships formed during its development as it begins to address issues related to the adoption of electronic health records and health information exchange.

Telehealth is the provision of health care, patient education, continuing medical education, and administrative services using telecommunications. Nebraska has established one of the most extensive telehealth networks in the country, connecting the state's rural hospitals, regional medical centers, public health departments, and the 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 Center
- Universal Service Administrative Company
- University of Nebraska System
- Nebraska Information Network
- Nebraska telecommunications companies
- Central Nebraska Area Health Education Center
- Northern Nebraska Area Health Education Center

- Nebraska Panhandle Area Health Education Center
- Nebraska Medical Association
- Nebraska State Government
  - Lieutenant Governor's Office
  - Nebraska Public Service Commission
  - Nebraska Division of Communications
  - Nebraska Health and Human Services System
    - Bioterrorism Preparedness and Response Section
    - Office of Rural Health
  - Nebraska Information Technology Commission
  - Nebraska Office of the Chief Information Officer
  - Nebraska Department of Education
- Nebraska Educational Telecommunications Commission

Electronic Health Records are the building blocks of an interoperable health information system. An Electronic Health Record (EHR) is a longitudinal electronic record of patient health information, including patient demographics, progress notes, problems, medications, vital signs, past medical history, immunizations, laboratory data and radiology reports. EHR systems can also provide evidence-based decision support, quality management, and outcomes reporting. Health Information Exchange is the exchange of healthcare information electronically across organizations within a region or community. At its most basic level, Health Information Exchange can act as a delivery service among providers. Fully implemented Health Information Exchanges link patient information from disparate providers into a unified personal health record, allowing providers to access a patient's complete medical history and allowing patients to take a more active role in their care.

President Bush has made the adoption of health information technology including electronic health records a national priority. Federal entities have taken the lead in establishing eHealth standards. Because health care is primarily delivered regionally, states and regions are taking the lead in the implementation of health information exchange systems. Many states have formed advisory groups to assess the current adoption of eHealth technologies in the state and to make recommendations on how the state should promote the adoption of eHealth technologies.

## **Benefits**

The Nebraska Statewide Telehealth Network is improving patient outcomes and expanding continuing education opportunities for health professionals. Approximately 1,000 patient consultations were conducted over the network between July 1, 2005 and June 30, 2006. Mental health consultations and teleradiology are the services most often provided via the network. Telehealth helps patients reduce travel time and costs. In some cases, telehealth supports the mental and emotional health of patients who may not be willing or able to receive care the traditional way.

The Nebraska Statewide Telehealth Network is improving the operation of government in several ways. The system has greatly enhanced bioterrorism and public health preparedness. On February, 23, 2006 over 70 sites participated in the Avian Bird Flu Conference lead by U. S. Health and Human Services Secretary Mike Leavitt. The telehealth network is also generating significant savings in staff time and mileage costs, saving hospitals and public health departments over \$750,000 in staff time and nearly \$700,000 in mileage costs between January 2005 and May 2006.

The widespread adoption of electronic health records and health information exchange 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.

## **Action Plan**

### **Current Action Items**

Action items dealing with the Nebraska Statewide Telehealth Network will be discussed with the newly established governing board of the telehealth network. Probable action items will deal with supporting efforts to address sustainability and interoperability, addressing operational and technical support issues, facilitating continued testing of the Health Alert Network.

Action items dealing with the proposed eHealth Council will be approved by the NITC on Feb. 22.

### **Completed Action Items (2005-2006)**

1. The Telehealth Network Education Committee has encouraged the delivery of health education through the telehealth network.

# Proposed NITC eHealth Council

## Need for an eHealth Council

A state-sponsored eHealth initiative is needed in Nebraska to:

- Assess the current adoption of eHealth technologies;
- Make recommendations on how the state should promote the adoption of eHealth technologies;
- Provide coordination among eHealth initiatives in Nebraska; and
- Enable the State of Nebraska to more competitively seek funding for eHealth initiatives.

## Advisory Groups in Other States

Many states have formed advisory groups to assess the current adoption of eHealth technologies in the state and to make recommendations on how the state should promote the adoption of eHealth technologies.

- At least 10 governors have issued executive orders creating a task force/commission or otherwise promoting e-health.
- 22 states have passed legislation creating a task force/commission or otherwise promoting e-health.
- In several states, health providers and payers have formed groups (often non-profits) to exchange health information.

## Proposed Charge to the eHealth Council

The proposed eHealth Council will likely be charged with:

- Reviewing the current status of healthcare information technology adoption by the healthcare delivery system in Nebraska;
- Addressing potential security, privacy and other issues related to the adoption of interoperable healthcare information technology in Nebraska;
- Evaluating the cost of using interoperable healthcare information technology by the healthcare delivery system in Nebraska;
- Identifying private resources and public/private partnerships to fund efforts to adopt interoperable healthcare information technology;
- Supporting and promoting the use of telehealth as a vehicle to improve healthcare access to Nebraskans; and
- Recommending best practices or policies for state government and private entities to promote the adoption of interoperable healthcare information technology by the healthcare delivery system in Nebraska.

## **Proposed Membership**

The proposed eHealth Council will likely include representatives of:

- The State of Nebraska
- Health Care Providers
- eHealth Initiatives
- Third Party Payers and Employers
- Consumers
- Resource Providers, Experts, and Others if Deemed Appropriate by the NITC

## **Proposed Time Frame and Process**

- The creation of the eHealth Council will be proposed to the NITC at their meeting on Feb. 22, 2007.
- If approved by the NITC, the eHealth Council will hold its initial meeting in the Spring of 2007.
- The eHealth Council will likely convene a stakeholder forum to solicit input and build stakeholder support.
- The proposed eHealth Council will work with existing eHealth groups and initiatives including the HISPC Steering Committee and the NITC Telehealth Subcommittee.
- The eHealth Council may form work groups on specific issues.
- The eHealth Council will likely complete an initial assessment of eHealth technologies and preliminary recommendations by late 2007.
- The eHealth Council will likely continue to meet periodically to provide guidance to the NITC on issues related to eHealth.

## **Stakeholder Input**

In this formative stage, the input of stakeholders is welcome. Comments and suggestions can be sent to Anne Byers by e-mailing [anne.byers@cio.ne.gov](mailto:anne.byers@cio.ne.gov) or calling (402) 471-3805.

# Public Safety Communications System 2007

## Objective

- Develop the Nebraska Public Safety communication system, and conduct the procurement process for the system contract. Continue developing statewide communications interoperability for public safety.

## Description

The Office of the CIO-Network Services has been coordinating the development of interoperable communications using Homeland Security grant funding. Since May 2004 the CIO-Network Services has met with state and local government officials to provide strategic planning and technical assistance for the purpose of developing regional communications capabilities. The Governor's Homeland Security Policy Group prioritized the majority of federal Homeland Security grants for developing interoperable communications. The Nebraska Legislature passed LB 343 in 2005 to direct the Division of Communications (CIO-Networks) to develop standards and interoperable communications systems, and to receive advice from the newly created Regional Interoperability Advisory Board.

Since then, the Regional Interoperability Advisory Board, CIO-Networks and the Nebraska Emergency Management Agency (NEMA) established strategic goals and grants guidance to improve state and local interoperable communications capabilities. The state communications system for state agencies is one facet of a three-part strategy, as envisioned in the LB 343 language – develop a “network of regional systems” approach to solving statewide interoperable communications. The statewide communications strategy integrates regional communications systems, the statewide mutual aid frequency plan, and the state communications infrastructure.

Implementing the statewide communications strategy involves these ongoing efforts:

- Continue developing regional formalization, governance and connectivity
- Form the Nebraska Statewide Interoperability Executive Committee (SIEC) and adopt the statewide mutual aid frequency plan
- Develop the state communications infrastructure and establish regional interconnectivity

The state communications infrastructure creates an interoperable communications network that consolidates a core of state agencies on a single system platform. The initial agencies include: State Patrol, Game and Parks Commission, State Fire Marshal's Office, and several other user groups. It has been decades since the state has upgraded its public safety communications infrastructure. The system plan establishes the baseline infrastructure, and is able to grow as additional agencies migrate to the system.

## **Benefits**

The Office of the CIO-Network Services developed the statewide interoperable communications strategy to coordinate statewide interoperable communications efforts and leverage existing communications assets. CIO-Networks (Public Safety) is providing technical expertise and strategic guidance in support of local, regional and statewide communications projects. The strategy enables the state to prioritize limited grant funding toward functional and sustainable systems that provide necessary capabilities and interoperability. As part of this statewide strategy, the state communications infrastructure accomplishes the following:

- Reduces multiple agency systems to a consolidated shared infrastructure.
- Provides the ability for the State Patrol and other agencies to be interoperable, where current state systems lack the necessary capacity and technology.
- Interconnects to local communications systems and improves interoperability between state and local agencies.
- Leverages existing local system capabilities without the need for expensive changes to local communications systems.
- Technology platform is expandable and upgradeable as needed, reducing the cost of the initial system.
- Enables additional sharing opportunities on a shared statewide infrastructure.

## **Action Plan**

### **Current Action Items**

**1. CIO-Network Services developed the state communications system plan and anticipates issuing a competitive bid after the FY07 legislative session concludes.**

- Coordinate with DAS Materiel, DAS Budget Office and state agencies on plan details, clarifications.
- Complete current planning phase for towers and frequencies in anticipation of an RFI/RFP process in FY08.
- Write RFI/RFP document in preparation of competitive bid process.

**Lead:** CIO-Network Services

**Participating Entities:** State Patrol, Game and Parks Commission, State Fire Marshal's Office, Department of Correctional Services, Department of Agriculture, Nebraska Emergency Management Agency, Department of Roads, and additional agencies as needed.

**Timeframe:** August 2006 – January 2008 (anticipated contract award)

**Funding:** See current budget information for total system infrastructure and agency equipment. \$1M appropriated in FY07, and \$2.5M allocated in Homeland Security grant funding.

**Status:** New

**Completed Action Items (2006)**

1. Planned budget estimates for infrastructure and met with agencies to plan interoperability and migration to new system.
2. Contract in process to plan tower infrastructure, frequencies and system specifications.
3. Conducted regional and state meetings regarding statewide communications planning and implementation of interoperability projects. Providing ongoing strategic and technical support to NEMA, state agencies and local officials for ongoing planning and projects.

# 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.

## Description

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 120 videoconferencing facilities for telehealth in local and regional health care facilities. 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.

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).

## Action Plan

### Current Action Items

**3. Implement a network bandwidth management system or network operations center that assures pre-determined qualities of service, depending upon the type of data traffic.**

**Action:** Implement a network operations center that assures particular qualities of service.

**Lead:** Network Nebraska (CAP)

**Participating Entities:** Network Nebraska customers

**Timeframe:** April 2006 –July 2006

**Funding:** To be determined.

**Status:** REVISED and moved to align with the Network Nebraska strategic initiative

## **6. Examine policy implications of the use of shared network assets.**

**Action:** Convene a workgroup to examine policy implications of the use of shared network assets.

**Lead:** Office of the NITC

**Participating Entities:** NITC Technical Panel, State Government Council, Education Council, Community Council

**Timeframe:** Ongoing

**Funding:** No funding is required for this collaborative action item

**Status:** DISCONTINUED

## **Completed Action Items**

Develop a three-phase (2007-09) equipment and transport upgrade plan for synchronous video distance learning that affects a majority of the network users. (August 2006)

### **1. Acquisition of upgrade or replacement equipment and/or software that ensures compliance with the audio and video standard.**

**Action:** The Chief Information Officer will determine the list of biddable hardware and software items related to distance education for purposes of enhancing distance education according to LB 1208.

**Action:** The Chief Information Officer will bid for equipment (hardware and software) related to distance education, which meets at least minimum standards as set by the Nebraska Information Technology Commission for all eligible network participants who want to participate in statewide leasing and/or purchasing contracts.

**Action:** The Chief Information Officer will designate a fiscal entity or entities to oversee ordering, delivery and installation of distance learning equipment.

### **2. Development or purchase of a scheduling system or enterprise resource management program that allows potential users to know the location and availability of resources, and/or set up or reserve ad hoc or regularly scheduled events with other entities.**

**Action:** Research scheduling systems and enterprise resource management programs.

**Action:** The Nebraska Information Technology Commission shall establish standards or bid specifications related to synchronous video scheduling software or scheduling services.

**Action:** Purchase or develop a scheduling system and/or enterprise resource management program.

**4. Develop an event clearinghouse that allows promotion, marketing, and registration for interactive video events.**

**Action:** Develop a web-based clearinghouse that allows originators to post events and users to register for or view the date, time and frequency of individual events.

**5. Develop a cost and funding algorithm to allow shared use of the statewide backbone for interstate distance learning and videoconferencing.**

**Action:** Research models from other States' education networks.

# Network Nebraska

## 2007

### 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.

### Description

Network Nebraska aggregates disparate networks into a multipurpose core backbone extending from Norfolk, Omaha, Lincoln, Grand Island, Kearney, and North Platte to the Panhandle. The State of Nebraska, Office of the CIO, the University of Nebraska, Nebraska Educational Telecommunications Commission, Department of Education, Public Service Commission, and the Nebraska Information Technology Commission have formed the Collaborative Aggregation Partnership (CAP) to guide and implement Network Nebraska. The next phase of this initiative is to formalize business relationships and agreements and to enhance rural bandwidth through local aggregation.

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, 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.

## Action Plan

### Current Action Items

#### 1. Identify Tier II communities that offer opportunities for aggregation for services onto the network.

**Action:** The CAP will identify and work with communities that express an interest in aggregating their public sector transport.

**Lead:** Network Nebraska (CAP)

**Participating Entities:** Specific communities, NITC Community Council, Nebraska League of Municipalities, Nebraska Association of County Officials, public libraries, NITC Education Council

**Timeframe:** 2007

**Funding:** No funding required for this action item.

**Status:** Continuation

**Action:** The CAP will write and release a brief that explains the technical feasibility of sharing public sector transport over high bandwidth, IP-based circuits

in order to incentivize Tier II aggregation.

**Lead:** Network Nebraska (CAP)

**Participating Entities:** NITC Education Council, NITC Community Council, ESU-NOC, Nebraska League of Municipalities, Nebraska Association of County Officials, public libraries

**Timeframe:** 2007

**Funding:** No funding required for this action item.

**Status:** Continuation

**2. The Chief Information Officer will continue the LB 1208 implementation by annually bidding infrastructure and connectivity for new regions of participants and developing the most cost-effective and efficient support structure possible for the statewide network.**

**Action:** The Chief Information Officer's network design/support team will work with local and regional education entities to develop a cooperative support system for the statewide network that will mitigate data transport and synchronous video problems.

**Lead:** Chief Information Officer

**Participating Entities:** Network Nebraska (CAP)

**Timeframe:** 2007

**Funding:** No funding required for this action item.

**Status:** Continuation – Revised

**Action:** The Chief Information Officer will update the State master purchase contracts for edge devices and codec equipment and monitor the local site purchases of edge device and codec equipment in order to achieve network equipment standardization.

**Lead:** Chief Information Officer

**Participating Entities:** Network Nebraska (CAP)

**Timeframe:** 2007

**Funding:** No funding required for this action item.

**Status:** Continuation (revised action previously listed under the Statewide Synchronous Video Network strategic initiative)

**3. Offer Internet I services to eligible network participants.**

**Action:** The CAP will accept new orders for Internet service and continue to aggregate purchasing demand to secure a more economical price for statewide Internet service.

**Lead:** Network Nebraska (CAP)

**Participating Entities:** NITC Education Council, NITC Community Council

**Timeframe:** 2007

**Funding:** No funding required for this action item.

**Status:** Continuation

## **Future Action Items**

1. Convene a work group to use high bandwidth flexible use circuits as community aggregation points and create a statewide, high bandwidth digital content delivery system using satellite, terrestrial and wireless technology.
2. Investigate the feasibility of offering advanced network services to Network Nebraska customers.

## **Completed Action Items (2005-2006)**

1. Created a Service Level Agreement for use by CAP and the eligible network participants.
2. Created a Network Nebraska Level 1 Helpdesk at 888-NET-NEBR (888-638-6327).
3. Created a Network Nebraska Web site ([www.networknebraska.net](http://www.networknebraska.net)).
4. The Chief Information Officer will establish criteria for "access to" Network Nebraska in order to satisfy the requirements of LB 1208.
5. Implement a cost and funding model to allow shared use of the statewide backbone for data transport.

6. Develop a three-phase (2007-09) upgrade plan for statewide backbone transport that includes the demand created by the upgrade of K-12 districts and colleges converting to IP networking.

# IT Planning and Development 2007

## Objective

- 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.

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 *Government Technology*.

Technologies Across Nebraska introduced the Podcasting Across Nebraska program in the fall of 2006. Project partners include the Nebraska Information Technology Commission; University of Nebraska (including the New Media Center, Computer Services Network, Communications and Information Technology, and UNL Extension); Nebraska Department of Economic Development; Division of Travel and Tourism; Network Nebraska; Nebraska Lied Main Street; and Apple Computer. Over 30 communities and regional groups applied to participate in the program. The City of South Sioux City, Highway 14 Association, Panhandle Public Health District, and North Platte/Lincoln County Convention and Visitors Bureau were selected to participate in the program and will receive training on podcast production in early 2007. They will also receive hardware and software to produce podcasts. Network Nebraska will host the podcasts created by participants.

## 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 telehealth, 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.

## Action Plan

### Current Action Items

- 1. Support community IT development by working with the University of Nebraska and other Technologies Across Nebraska Partners, including the following action steps:**
  - Continue partnering with Technologies Across Nebraska and the University of Nebraska to promote technology-related development through the quarterly newsletter, *TANgents*.
  - Continue to maintain and update the TAN and NITC Web sites, including adding information on podcasting.

- Provide and/or promote training opportunities on effectively using technology to enhance development opportunities and the delivery of services, especially in the area of IT-related economic development.

**Lead:** Community Council

**Participating Entities:** Community Council, University of Nebraska Cooperative Extension, University of Nebraska, University of Nebraska Rural Initiative, and other interested entities.

**Timeframe:** January 2007– January 2008

**Funding:** No additional funding required

**Status:** Continuing

**2. Promote the use of podcasting by communities and regional groups through the Podcasting Across Nebraska program.**

**Lead:** Community Council and University of Nebraska Extension

**Participating Entities:** Nebraska Information Technology Commission; University of Nebraska (including the New Media Center, Computer Services Network, Communications and Information Technology, and UNL Extension); Nebraska Department of Economic Development, Division of Travel and Tourism; Network Nebraska; Nebraska Lied Main Street; and Apple Computer.

**Timeframe:** August 2006– August 2007

**Funding:** \$19,030 was approved from the Community Technology Fund in August 2006. Funding for an additional year may be requested from the Community Technology Fund in 2007.

**Status:** New

## **Completed Action Items (2005-2006)**

1. Continued partnering with Technologies Across Nebraska and the University of Nebraska to promote technology-related development through the quarterly newsletter, *TANgents*.
2. Continued to maintain and update the TAN and Community IT Toolkit Web sites.
3. Supported local efforts to effectively use e-commerce through the Technology Innovation Grants for Economic Revitalization (TIGER) program. The grant award period ended on January 15, 2007.

# Digital Education

2007

## 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.

## Description

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.

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:

- A statewide telecommunications network with ample bandwidth capable of transporting voice, video, and data between and among all education entities [see Network Nebraska];

- Distance insensitive Internet pricing for all Nebraska education entities;
- Development of a statewide eLearning environment so that every teacher and every learner has access to a web-based, digital curriculum;
- 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;
- Synchronous videoconferencing interconnections between all schools and colleges [see Statewide Synchronous Video Network];
- The means to coordinate and facilitate essential education opportunities for all students through a statewide student information system; and
- 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. The components are especially pertinent in that these applications and services provide the foundation for capacity building in our schools and colleges.

## **Action Plan**

### **Current Action Items**

#### **1. Establish standard(s) related to the administration and maintenance of learning management systems and content management systems by K-12 schools.**

**Lead:** NITC Technical Panel

**Participating Entities:** NITC Education Council, myeLearning.org, ESU Distance Education Council, UNL Independent Study High School

**Timeframe:** February 2007 – September 2007

**Funding:** No funding is required for this action item.

**Status:** Continuation. Required by LB 1208.

#### **2. Promote the availability, distribution, and use of digital media throughout the Nebraska educational community.**

**Lead:** NITC Education Council

**Participating Entities:** NITC Education Council

**Timeframe:** March 2007 – December 2007

**Funding:** No funding is required for this action item.

**Status:** Continuation

#### **3. Develop an affordable plan to provide access to learning management system software for every teacher and learner who uses synchronous video distance learning and to also train teachers in effective instructional design to integrate**

**synchronous and asynchronous technologies.**

**Lead:** Distance Education Council

**Participating Entities:** Technical Panel's Learning Management System  
Standards Work Group, NITC Education Council, ESU Technology Affiliate Group

**Timeframe:** March 2007 – September 2007

**Funding:** No funding is required for this action item.

**Status:** New

**Completed Action Items (2005-2006)**

# State Government Efficiency 2007

## Objective

- The State Government Council will address multiple items improving efficiency in state government, including implementing shared services and adopting standards and guidelines.

## Description

The primary components of this initiative are:

**Shared Services.** The State Government Council has identified a number of potential shared services. The council chose six shared services for further study and implementation at this time. Interested agencies are meeting to further develop these services.

- Business Continuity / Disaster Recovery
- Directory Services
- E-mail
- Enterprise Maintenance / Purchase Agreements
- Field Support Services
- Geographic Information System (GIS)

**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.

## Benefits

Benefits of this initiative include lower costs, easier interoperability among systems, greater data sharing, higher reliability, and improved services.

# Action Plan

## Current Action Items

### Shared Services

#### 1. Implement Business Continuity / Disaster Recovery as a shared service.

*Action items are included in the Security and Business Resumption initiative)*

#### 2. Implement Directory Services as a shared service.

*Action items are included in the Security and Business Resumption initiative.*

#### 3. Implement E-mail as a shared service.

**Lead:** Beverlee Bornemeier

**Participating Entities:** State Government Council, E-mail Work Group

**Timeframe:** E-mail technology review to be conducted during 2007.

**Funding:** Service rates

**Status:** Continuation

#### 4. Implement Enterprise Maintenance / Purchase Agreements as a shared service.

**Lead:** Steve Schafer

**Participating Entities:** State Government Council, EM/PA Work Group

**Timeframe:** Continuation: Antivirus agreement during 2007  
New: Software Reseller Contract Rebid during 2007

**Funding:** No funding required.

**Status:** Ongoing

#### 5. Implement Field Support Services as a shared service. The Field Support

Services work group is looking for avenues to provide better desktop, server, network, and other Information Technology support to staff outside of the Lincoln area.

**Lead:** Dale Fangmeier

**Participating Entities:** State Government Council, Field Support Services Work Group

**Timeframe:** Review scope and objectives by April 2007.

**Funding:** To be determined.

**Status:** Continuation

## 6. Implement Geographic Information System (GIS) as a shared service.

**Action:** Develop a plan (including responsibilities and resource requirements) for the coordinated development, data integration, on-going maintenance and online distribution/Internet mapping service of a composite, "best available", statewide street centerline/address database.

**Lead:** Larry Zink, Coordinator, Nebraska GIS Steering Committee

**Participating Entities:** State Government Council; GIS Steering Committee

**Timeframe:** Planned for 2007: Interagency, intergovernmental planning meetings to develop a long-term strategic plan for on-going upgrading, maintenance, and distribution of street centerline address data.

**Funding:** Investments are planned or currently being made in this data by the Public Service Commission, the State Patrol, and the Dept. of Roads.

**Status:** Continuation. Office of the CIO worked with State Patrol to contract with a private vendor to collect, convert, and integrate the currently "best available" street centerline address data into a statewide dataset for the State Patrol's computerized dispatch system.

**Action:** Develop a plan for the coordinated delivery of Internet mapping services by state agencies, with the objectives of making GIS services and existing GIS/geospatial data readily available to a broader array of agencies, improving data access and services to the public, minimizing unnecessary duplication of effort, providing data and system backup, and where appropriate, provide for a coordinated security system, including the possibility for limited data access and password protection.

**Lead:** Larry Zink, Coordinator, Nebraska GIS Steering Committee

**Participating Entities:** State Government Council; GIS Steering Committee

**Timeframe:** Follow-up implementation planning in 2007.

**Funding:** Initial planning should be possible with existing resources available for agencies currently providing or developing Internet mapping services. More detailed planning and implement may require additional resources, which would become clear as a result of the initial planning.

**Status:** Continuation. Interagency working group has developed a consensus Project Charter and an initial pilot demo of a geospatial data exchange and web services network. A \$43,000 grant has been secured.

**7. Explore requirements for issuing an RFP to contract vendors that provide temporary IT personnel.** Meet with participating state agencies to gain input on how to structure and manage a new contract. The current contract originally expired on June 30, 2006 with an option to renew for an additional two years.

**Lead:** Office of the CIO

**Participating Entities:** Office of CIO, DAS Materiel Division and state agencies

**Timeframe:** To be completed by June 2008

**Funding:** No funding required.

**Status:** New

## Standards and Guidelines

**8. The State Government Council (“SGC”), working with the Technical Panel, will continue to develop standards and guidelines to better coordinate state agency technology efforts.**

**Lead:** Rick Becker

**Participating Entities:** Technical Panel, State Government Council

**Timeframe:** Ongoing

**Funding:** None

**Status:** Ongoing

**Other**

**9. Review and revise procurement review process for IT related purchases by state agencies.**

**Lead:** Steve Schafer

**Participating Entities:** State Government Council

**Timeframe:** 2007

**Funding:** None

**Status:** Continuation

**10. Review options for integrating agency IT plans and IT project proposal forms into new budget system.**

**Lead:** Budget Division and Office of the CIO

**Participating Entities:** State Government Council, Budget Division

**Timeframe:** 2007

**Funding:** None

**Status:** New

**11. Review issues and determine process for maintaining “an inventory of noneducation state government technology assets, including hardware, applications, and data bases.”**

**Lead:** Office of the CIO

**Participating Entities:** State Government Council

**Timeframe:** 2007

**Funding:** None

**Status:** New

**12. Review issues and determine process for project status reporting.**

**Lead:** Office of the CIO

**Participating Entities:** State Government Council

**Timeframe:** 2007

**Funding:** None

**Status:** New

## Future Action Items

1. Services identified as potential shared services by the State Government Council include:

Active Directory	Payment Portal
Automated Building Systems (HVAC, access, etc.)	Project Management
Backup Management	R&D
Data Network Design	Remote Access
Data Security	Secure eFax
Database Management	Security
Desktop Support	Server Consolidation / Virtual Servers
Document Management	Software Deployment and Management
Electronic Filing	SQL Database Design and Development
Electronic Records Management	Videoconferencing
Encryption	Voice Network Design
Enterprise Knowledge Management Databases	VoIP
General Platform Management	Wireless
Help Desk	Wiring Services
Instant Messaging	Workflow
Interactive VRU Applications	
Lotus Domino Design and Development	

## Completed Action Items (2005-2006)

1. Shared services implemented: Blackberry Service, Storage Area Network (SAN), and review of Virtual Server/Client.
2. E-mail: Anti-spam, anti-virus appliance purchased and implemented.
3. GIS: Publicized metadata standard and held two-day metadata training session.
4. Project review process revised to include the use of portfolio management tools.
5. Within the past two years, 13 standards and guidelines have been adopted, including:
  - Geospatial Metadata Standard
  - Land Record Information and Mapping Standards
  - Security Statement—State of Nebraska Home Page
  - Web Branding and Policy Consistency
  - Web Cookie Standard
  - E-mail Standard for State Government Agencies
  - Lotus Notes Guidelines for State Government Agencies
  - Lotus Notes Standards for State Government Agencies
  - Network Edge Device Standard for Entities Choosing to Connect to Network Nebraska
  - Information Technology Disaster Recovery Plan Standard
  - Wireless Local Area Network Standard
  - Identity and Access Management Standard for State Government Agencies
  - Scheduling Standard for Synchronous Distance Learning and Videoconferencing

# E-Government 2007

## Objective

- The State Government Council will continue to implement action items that further the use of e-government to improve services and increase the efficiency and effectiveness of agencies.

## Description

The three goals for e-government are:

**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. Areas to be addressed include citizen portal enhancement; business portal enhancements; education portal; and forms automation.

**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.

**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.

The e-government principles guiding the council 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.

## Benefits

The primary benefits from the use of e-government are:

- Improved services for citizens and businesses.
- Increased efficiency and effectiveness for agencies.

## Action Plan

### Current Action Items

**1. Work with the various agencies involved in business registration—including the Secretary of State, Department of Revenue, and Department of Labor — to create an online system for business registration.**

**Lead:** Nebraska.gov

**Participating Entities:** State Government Council, Nebraska.gov, agencies

**Timeframe:** 2007

**Funding:** To be determined.

**Status:** Continuation. The scope of the “One Stop Business Registration” process has been reviewed. Nebraska.gov has assigned a project lead for additional efforts.

**2. Convene a work group to examine opportunities to improve access to information resources through a knowledge management system.**

**Lead:** Office of the NITC

**Participating Entities:** Community Council, Education Council, State Government Council, Technical Panel, and Nebraska.gov

**Timeframe:** 2007

**Funding:** No funding is required for this collaborative action item.

**Status:** Continuation

**Future Action Items**

1. Work with the Nebraska.gov Manager and county officials to provide the means for online payment of property taxes and other local fees. This system is currently being provided by NACO/MIPS. Nebraska.gov will consider the cost benefit of moving forward with this project.
2. Work with the Nebraska State Patrol to review options for providing online access to certain, limited, criminal history information.
3. Develop an online application for use by businesses attempting to find a suitable site for business development.
4. Develop strategies to address the following government-to-government activities:
  - Intergovernmental Cooperation Groups. Expand upon current intergovernmental cooperative efforts like the CJIS Advisory Committee and GIS Steering Committee; and develop new cooperative groups for those agencies that have specific, shared interests.
  - Integration of Government Information and Services. Develop strategies for using Internet technologies to provide integrated access to information and services to citizens, businesses, employees, and other governmental entities.
  - Forms Automation. Work with state agencies and political subdivisions to identify and prioritize opportunities for automating forms that local government uses to interact with state government.
5. The State Government Council will identify specific improvements and value-added

services to be incorporated into the state employee portal.

6. Develop method of providing authentication for “first time” users.

7. Work with the Department of Motor Vehicles to provide for online specialty plate ordering and vehicle registration.

### **Completed Action Items (2005-2006)**

1. Worked with the Secretary of State’s Office to provide enhancements to election related information and services.

2. Worked with the Accountability and Disclosure Commission to provide for secure online filings and improved access to information. Improvements posted. Nebraska.gov is researching the progress of the online filing component.

3. Worked with the Legislature to provide additional tools to track legislative information, including the ability to track multiple bills from one location and the use of e-mail “push” technology.

4. The Department of Education developed online teacher/administrator certification.

5. Nebraska.gov redesign included a “Local” portal.

6. Marketing strategy was developed to increase public awareness and the use of e-government services.

7. Standard was adopted for agency Web sites to include and privacy and security statements and common branding.

8. Department of Motor Vehicles completed online license reinstatement application (in final testing as of February 2007).

9. The business forms database maintained by Nebraska.gov was improved and enhanced search capabilities were implemented.

# Security and Business Resumption 2007

## Objective

- This initiative will define and clarify policies, standards and guidelines, and responsibilities related to the security of the state's information technology resources.

## Description

Information security will serve statutory goals pertaining to government operations and public records. These include:

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

Major activities include:

- Developing an overall security strategy, including policies, security awareness, and security infrastructure improvements;
- Network security standards and guidelines;
- Education and training;
- Authentication (directory services project);
- Disaster recovery for information technology systems (as part of a broader

business continuity planning);

- Compliance with federal privacy and security mandates;
- Security assessments.

## Benefits

Benefits will include lower costs by addressing security from an enterprise perspective, cost avoidance, and protecting the public trust.

## Action Plan

### Current Action Items

#### Security

**1. Conduct annual independent security audits.** Multiple federal programs require periodic computer security audits, including HIPAA, HAVA, and Bioterrorism grants from the Center for Disease Control. Computer security audits are a widely accepted best practice across the public and private sector.

**Lead:** State Security Officer

**Participating Entities:** State Government Council, Security Work Group

**Timeframe:** Investigate opportunities for aggregating efforts of several state agencies that face federal requirements for security audits – Ongoing.

**Funding:** To be determined.

**Status:** Ongoing

**2. Implement security incident response team.**

**Lead:** State Security Officer and State Patrol

**Participating Entities:** State Government Council, Security Work Group

**Timeframe:** December 2007

**Funding:** No funding required for this task.

**Status:** New

### **3. Enhance Network Security and Network Management.**

**Action:** Investigate and recommend an enterprise solution to ensure that encrypted traffic adheres to State security requirements.

**Lead:** Office of the CIO - Network Support

**Participating Entities:** State Government Council

**Timeframe:** June 2007

**Funding:** No funding required for this task.

**Status:** Continuation

**Action:** Evaluate and recommend options for providing encryption to clients across the state's Wide Area Network.

**Lead:** Office of the CIO - Wide Area Network

**Participating Entities:** State Government Council

**Timeframe:** December 2007

**Funding:** No funding required for this task.

**Status:** Continuation

## **Business Resumption**

**4. Implement shared disaster recovery facilities.** Mission critical systems have three common requirements. Recovery times must be measured in hours, not days or weeks. Recovery facilities should be physically separated so that they will not be affected by a single disaster. There must be staff available to assist with the recovery efforts. Achieving these requirements is very expensive. Sharing disaster recovery facilities and establishing a collaborative approach to disaster recovery is one strategy for managing costs. The Office of the CIO and the University of Nebraska are jointly developing a fast recovery capability using mutual assistance of physically separated data centers.

**Lead:** Office of the CIO and University of Nebraska

**Participating Entities:** State Government Council

**Timeframe:** Ongoing

**Funding:** The cost and source of funding have not been determined.

**Status:** Continuation. Several hardware components have been co-located at current alternate sites. Data recovery time has been significantly reduced. Planning for a shared alternate site providing greater geographic separation has begun. Efforts to identify additional opportunities for collaboration continue.

**5. Promote disaster planning for information technology systems, including developing elements of a common planning document and develop an approach for implementation of ICS (Incident Command System).**

**Lead:** Steve Henderson / Dave Berkland

**Participating Entities:** State Government Council

**Timeframe:** Ongoing

**Funding:** No funding required.

**Status:** Continuation. Director-level meetings, chaired by Lieutenant Governor Sheehy, to discuss restoration of services began in November 2005. Critical business functions for agencies have been identified and prioritized. IT components supporting the critical business functions have been identified. ICS implementation is being more closely coordinated with the Nebraska Emergency Management Agency. Work to explore the possibilities of integrating continuity of operations plans with disaster recovery plans continues.

**6. Encourage testing and updating of disaster plans.**

**Lead:** Steve Henderson / Dave Berkland

**Participating Entities:** State Government Council

**Timeframe:** Ongoing

**Funding:** No funding required.

**Status:** Continuation. The Continuity of Operations Planning/Disaster Recovery Planning Shared Services Group continues to develop and act on ways to better

coordinate disaster recovery planning and to provide for more consistent disaster recovery plans. An NITC standard (“Agency Disaster Recovery Plan - Standard Contents Recommended Practices”) has been put in place. Work has been completed to better understand disaster recovery plan assumptions and dependencies.

### **Future Action Items**

1. Convene a work group to improve disaster recovery and business continuity procedures, including homeland security preparedness, for all public entities.

### **Completed Action Items (2005-2006)**

1. Network Security and Network Management: Configured all public IP addresses (164.119) behind the state’s firewall complex.
2. Network Security and Network Management: Implemented an intrusion detection and prevention system on the state’s Internet connection as part of a layered defense.
3. Disaster Planning: Conducted an “executive overview” briefing to state agencies explaining the progress and current and future activities in the development of disaster recovery plans.
4. Security incident reporting process developed.

# Nebraska Information Technology Commission

--State Government Council Charter-- **REVISED DRAFT**

## 1. Introduction

The Nebraska Information Resources Cabinet ("IRC") was created in January 1996 by Executive Order 96-1. The IRC was re-established as the Government Council of the Nebraska Information Technology Commission (hereafter referred to as "Commission") through Executive Order 97-7 in November 1997. The Commission became a statutory body in Laws 1998, LB 924, and the Commission re-established the State Government Council (hereafter referred to as "Council").

## 2. Purpose

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

## 3. Authority

The Nebraska Information Technology Commission shall: "Establish ad hoc technical advisory groups to study and make recommendations on specific topics, including work groups to establish, coordinate, and prioritize needs for education, local communities, and state agencies[.]" Neb. Rev. Stat. § 86-516(7).

"Information technology means computing and telecommunications systems, their supporting infrastructure, and interconnectivity used to acquire, transport, process, analyze, store, and disseminate information electronically." Neb. Rev. Stat. § 86-507

## 4. Commission Mission and Responsibilities (~~Neb. Rev. Stat. § 86-516~~)

### 4.1 Commission Mission

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

### 4.2 Commission Responsibilities: (~~Neb. Rev. Stat. § 86-516~~)

4.2.1 ~~Adopt~~ Annually by July 1, adopt policies and procedures used to develop, review, and annually update a statewide technology plan;

4.2.2 Create ~~a technology an~~ information technology clearinghouse to identify and share best practices and new developments, as well as identify existing problems and deficiencies;

4.2.3 Review and adopt policies to provide incentives for investments in information technology infrastructure services;

4.2.4 Determine a broad strategy and objectives for developing and sustaining information technology development in Nebraska, including long-range funding strategies, research and development investment, support and maintenance requirements, and system usage and assessment guidelines;

4.2.5 Adopt guidelines regarding project planning and management, information-sharing, and administrative and technical review procedures involving state-owned or state-supported technology and infrastructure. Governmental entities, state agencies, and political subdivisions shall submit projects ~~that~~which directly utilize state-appropriated funds for information technology purposes to the process established by ~~NEB. REV. STAT. §§sections~~ 86-512 to 86-524. Governmental entities and political subdivisions may submit other projects involving information technology to the ~~Commission~~commission for comment, review, and recommendations;

4.2.6 Adopt minimum technical standards, guidelines, and architectures upon ~~recommendation-~~ by the technical panel;

4.2.7 Establish ad hoc technical advisory groups to study and make recommendations on specific topics, including work-groups to establish, coordinate, and prioritize needs for education, local communities, and state agencies;

4.2.8 ~~Make~~By November 15 of each even-numbered year, make recommendations on technology investments to the Governor and the Legislature, including a prioritized list of projects, reviewed by the technical panel, for which new or additional funding is requested;

4.2.9 Approve grants from the Community Technology Fund and Government Technology Collaboration Fund;~~and~~

4.2.10 Adopt schedules and procedures for reporting needs, priorities, and recommended projects;~~;~~ and

4.2.11 Assist the Chief Information Officer in developing and maintaining Network Nebraska pursuant to section 86-5,100.

## **5. Council Mission and Responsibilities**

### **5.1 Council Mission**

To provide direction and oversight for state government information technology vision, goals and policy.

### **5.2 Council Responsibilities**

5.2.1 Establish, coordinate, and prioritize technology needs for state agencies;

- 5.2.2 Review and make recommendations to the Commission on requests for funds from the Government Technology Collaboration Fund;
- 5.2.3 Review and make recommendations to the Commission on agency technology projects requesting new or additional funding as part of the state budget process;
- 5.2.4 Assist the Commission in developing, reviewing and updating the statewide technology plan;
- 5.2.5 Recommend planning and project management procedures for state information technology investments;
- 5.2.6 Evaluate and act upon opportunities to more efficiently and effectively deliver government services through the use of information technology;
- 5.2.7 Recommend policies, guidelines, and standards for information technology within state government; and
- 5.2.8 Such other responsibilities as directed by the Commission.

## 6. Membership

### 6.1 Number of Members

The Council shall have ~~24~~<sup>25</sup> Members.

### ~~6.2 Agency Directors or Representatives:~~

### 6.2 Representation

- 6.2.1 The agency director or his or her designee from the following agencies:
  - 6.2.1.1 Department of Roads
  - 6.2.1.2 Department of Motor Vehicles
  - 6.2.1.3 Department of Revenue
  - 6.2.1.4 Crime Commission
  - 6.2.1.5 Department of Health and Human Services - Finance and Support
  - 6.2.1.6 Department of Administrative Services-~~("DAS")~~
  - 6.2.1.7 Department of Labor
  - 6.2.1.8 Governor's Policy Research Office

- 6.2.1.9 Department of Natural Resources
- 6.2.1.10 Department of Correctional Services
- 6.2.1.11 Department of Environmental Quality
- 6.2.1.12 Nebraska State Patrol

### **6.3 Others**

#### 6.2.1.13 Department of Banking and Finance

#### 6.3.2.2 Other Members

6.2.2.1 Secretary of State

~~6.3.2.2.2~~ Chief Information Officer

~~6.2.2.3.3 DAS – IM Services,~~ Office of the CIO - IT Administrator,  
Enterprise Computing Services

#### ~~6.3.4 DAS – Division of Communications, Director~~

#### 6.2.2.4 Office of the CIO - IT Administrator, Network Services

~~6.3.2.2.5~~ State Budget Administrator

~~6.3.2.2.6~~ State Court Administrator

~~6.3.2.2.7~~ Workers' Compensation Court Administrator

~~6.3.2.2.8~~ Department of Education, Administrator for Education Support Services

~~6.3.2.2.9~~ One additional representative of Non-Code state agencies, to be appointed by the Commission

~~6.3.2.2.10~~ Two (2) representatives of major private sector information technology users, to be appointed by the Commission

#### ~~6.4 Others~~ 6.2.3 Other Members - Nonvoting

~~6.4.2.3.1~~ Legislative Fiscal Office, Director

### 6.3 Alternates

Each member of the Council may designate one (1) official voting alternate. This official voting alternate shall be registered with the Office of the Chief

Information Officer and, in the absence of the official member, have all the privileges as the official member on items of discussion and voting.

## **7. Meeting Procedures**

### **7.1 Chair**

The Chief Information Officer shall serve as the Chair of the Council.

### **7.2 Quorum ~~and Alternates~~**

~~An official quorum consists of at least 50% of the voting membership. Each member of the Council may designate one (1) official voting alternate. This official voting alternate shall be registered with the Office of the Chief Information Officer and, in the absence of the official member, have all the privileges as the official member on items of discussion and voting.~~

### **7.3 Voting**

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

### **7.4 Non-Member Agencies**

Attendance and input by non-member state government agencies is encouraged. The director of a non-member agency may submit to the Council the name of a contact person within his or her agency to receive notification of Council meetings.

### **7.5 Meeting Frequency**

The Council shall meet not less than four times per year.

### **7.6 Notice of Meetings**

7.6.1 Notice of the time and place of each meeting of the Council shall be made at least seven (7) calendar days prior to the meeting. Notice shall be published on the Council's ~~World Wide Web page~~ website at <http://www.nitc.state.ne.us/>.

7.6.2 The notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda shall be readily available for public inspection at the Office of the Chief Information Officer, ~~524~~ 501 S. 14<sup>th</sup> Street, ~~Suite 200~~ 4<sup>th</sup> Floor, Lincoln, NE, during normal business hours by appointment.

### **7.7 Subcommittees**

7.7.1 Subcommittees will be designated by vote of the Council to address specific topics.

7.7.2 Pursuant to provisions of Neb. Rev. Stat. § 84-1409(1), subcommittees of the Council shall not be required to provide notice of meetings.

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Approved by the Nebraska Information Technology Commission on June 29, 1999.  
Amendments approved by the NITC on June 13, 2001 and September 16, 2002.



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### Remote Access Standard

Category	<b>Security Architecture</b>
Title	<b>Remote Access Standard</b>
Number	

Applicability	<input checked="" type="checkbox"/> State Government Agencies <input type="checkbox"/> All.....Not Applicable <input checked="" type="checkbox"/> <b>Excluding higher education institutions</b> .....Standard <input type="checkbox"/> State Funded Entities - <b>All entities receiving state funding for matters covered by this document</b> .....Not Applicable <input checked="" type="checkbox"/> Other: <b>All Public Entities</b> ..... Guideline  <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 as outlined in section 3.2 <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	<b>Date: Draft October 20, 2006</b> <b>Date Adopted by NITC:</b> <b>Other: Previous Guideline adopted by the NITC on September 30, 2003.</b>

Prepared by: Technical Panel of the Nebraska Information Technology Commission  
 Authority: Neb. Rev. Stat. § 86-516(6)  
<http://www.nitc.state.ne.us/standards/>

## **1.0 Standard**

It is the responsibility of all State of Nebraska agencies to strictly control remote access from any device that connects from outside of the State of Nebraska network to a desktop, server or network device inside the State of Nebraska network and ensure that employees, contractors, vendors and any other agent granted remote access privileges to any State of Nebraska network utilize one of the approved secure remote access products listed in Appendix A. (Approved Remote Access products).

## **2.0 Purpose and Objectives**

As employees and organizations utilize remote connectivity to the State of Nebraska networks, security becomes increasingly important. Accompanying and contributing to this trend is the explosive growth in the popularity of broadband connections and other technologies for remote access. These standards are designed to minimize the potential exposure from damages which may result from unauthorized use of resources; which include loss of sensitive or confidential data, intellectual property, damage to public image or damage to critical internal systems, etc. The purpose of this document is to define standards for connecting to any State of Nebraska agency from any host.

Objectives include:

- Provide guidance to State of Nebraska agencies for employees, contractors, vendors and any other agent that requests remote access to any State of Nebraska network.
- Provide a high level of security that uses standardized technology and remains adaptable in the face of changing technology products.
- Ensure a solution that is scalable to meet the current and future needs of state agencies, their employees, clients and customers, and business partners.
- Meet federal security requirements for remote access control.

## **3.0 Applicability**

### **3.1 State Government Agencies**

All State agencies, boards, and commissions are required to comply with the standard listed in Section 1.0. All existing Agencies utilizing non-standard remote access applications must convert to the standard listed in Section 1.0 as soon as fiscally prudent, unless the application is exempt.

### **3.2 Exemption**

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

#### **3.2.1 Exemption Process**

Any agency may request an exemption from this standard by submitting a "Request for Exemption" to the NITC Technical Panel. 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. The NITC Technical Panel will consider the request and grant or deny the exemption. A denial of an exemption by the NITC Technical Panel may be appealed to the NITC.

## **4.0 Responsibility**

### **4.1 NITC**

The NITC shall be responsible for adopting minimum technical standards, guidelines, and architectures upon recommendation by the technical panel. (Neb. Rev. Stat. § 86-516(6))

## **4.2 State Agencies**

Each state agency will be responsible for developing a policy that ensures that secure remote access to State resources is maintained, and/or implemented, including but not limited to selecting appropriate technologies, software, and tools in a manner consistent with this standard and other state agency security policies.

Each state agency will be responsible for ensuring that the computers connected to State resources contain an Anti-Virus program with current signatures and that the computer is free from Spyware, Adware, and rootkits that would place State resources in jeopardy.

### **4.2.1 Remote Access from Non-State Owned and/or Managed Devices**

All Remote Access Users must sign and renew annually an agreement with the agency which addresses at a minimum the following:

- Remote access users are responsible for all actions incurred during their session in accordance with all State of Nebraska and agency standards and policies.
- All home networks connected to the Internet via a broadband connection should have a firewall installed, updated and operational.
- Web browsers settings should be selected or disabled as appropriate to increase security and limit vulnerability to intrusion.
- Operating systems should contain the most current security patches.
- All home computers must contain an Anti-Virus program with current signatures and that the computer is free from Spyware, Adware, and rootkits.

## **5.0 Related Documents**

### **5.1 NITC Security Officer Handbook**

([http://www.nitc.state.ne.us/standards/security/so\\_guide.doc](http://www.nitc.state.ne.us/standards/security/so_guide.doc))

### **5.2 NITC Network Security Policy** (<http://www.nitc.state.ne.us/standards/index.html>)

### **5.3 NITC Incident Response and Reporting Procedures for State Government**

(<http://www.nitc.state.ne.us/standards/index.html>)

### **5.3 Appendix A**

### **5.4 NITC Acceptable Use Policy**

([http://www.nitc.state.ne.us/standards/network/aup\\_20040309.pdf](http://www.nitc.state.ne.us/standards/network/aup_20040309.pdf)) and applicable Agency acceptable Use Policies

## **6.0 References**

### **6.1 National Institute Standards and Technology (NIST) Special Publication, 800-46, "Security for Telecommuting and Broadband Communications".**

(<http://csrc.nist.gov/publications/nistpubs/index.html>).

**Appendix A**  
**Approved Remote Access Products**

<b>Product</b>	<b>Version</b>
nFuseCitrix	
State-sponsored VPN solution	
SSH	Version 2 (SSHv2) and above*

**Configuration settings for SSHv2**

- Change the default port that it listens on, say from TCP/22 to TCP/2222 (or some other value) which will render it invisible to port scans for SSH on the standard port
- Disallow 'root' from logging in directly to the console, which reduces the privilege of a connection even if the logon is guessed and makes its superuser password protection extremely difficult to defeat



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### Emergency Information Page

Category	<b>E-Government Architecture</b>
Title	<b>Emergency Information Page</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>Guideline</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	Draft Version Date: October 20, 2006 Date Adopted by NITC: Other:

## **1.0 Guideline**

This guideline establishes the recommended location for an emergency information page -- where information for the general public would be posted in the event of a disaster -- on State of Nebraska agencies, boards and commissions websites.

### **1.1 Document Name**

1.1.1 The name of the document should be 'disaster.html' in all lowercase. This web page may contain links to other disaster documentation.

### **1.2 Document Location**

1.2.1 The disaster document should be placed in the top level directory of the entities website. Example –'<http://www.mydomain.com/disaster.html>'. NOT '<http://www.mydomain.com/docs/disaster.html>'

## **2.0 Purpose and Objectives**

The purpose of this guideline is to establish a standard location and document name that entities (defined in section 4) shall use to disseminate public disaster information via the Internet. This guideline does not regulate the contents of the above-mentioned disaster document itself.

## **3.0 Definitions**

### **3.1 Web Page**

A document stored on a server, consisting of an XHTML file and any related files for scripts and graphics, viewable through a web browser or 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.

### **3.2 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 guideline shall apply to all State of Nebraska agencies, boards and commissions.

## **5.0 Responsibility**

Compliance with this standard is voluntary but strongly recommended.