NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Monday, July 12, 2010, 12:30 p.m. (MDT)
Alliance Public Schools
1604 Sweetwater Avenue
Alliance, Nebraska
Videoconference Sites [Neb. Rev. Stat. § 84-1411(2)]
City Administration Offices, 1615 1st Avenue, South Sioux City, Nebraska
NET - Lower Level Videoconference Room, 1800 North 33rd Street, Lincoln, Nebraska

PROPOSED MINUTES

Prior to calling the meeting to order, Lt. Governor Sheehy thanked Commissioner Hoesing for hosting the meeting. Dan Shundoff was welcomed as a new member to the NITC. Individuals at the video conference sites introduced themselves.

MEMBERS PRESENT:
Lieutenant Governor Rick Sheehy, Chair (Alliance site)
Pat Flanagan, Information Services Manager (Alliance site)
Lance Hedquist, City Administrator, South Sioux City (South Sioux City site)
Dr. Dan Hoesing, Superintendent, Alliance Public Schools (Alliance site)
Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP (Alliance site)
Dan Shundoff, Intellicom, (Alliance site)

MEMBERS ABSENT: Mike Huggenberger, Director-Netlink, Great Plains Communications; Doug Kristensen, JD, Chancellor, University of Nebraska-Kearney; and Dr. Janie Park, President, Chadron State College

ROLL CALL, NOTICE OF MEETING & OPEN MEETINGS ACT INFORMATION

Lieutenant Governor Rick Sheehy called the meeting to order at 12:40 p.m. There was a quorum present at the time of roll call to conduct official business. The meeting notice was posted to the NITC website and the Public Meeting Calendar website on July 2, 2010. The agenda was posted on the NITC website on July 7, 2010 and revised on July 8, 2010. A copy of the Open Meetings Act was available on the back table in the meeting room.

APPROVAL OF MINUTES MARCH 15, 2010*

Commissioner Peterson moved to approve the March 15, 2010 minutes as presented. Commissioner Hoesing seconded. Roll call vote: Flanagan-Yes, Hedquist-Yes, Hoesing-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-6, No-0, Abstaining-0. Motion carried.

PUBLIC COMMENT

There was no public comment.

INFORMATIONAL UPDATES - CYBER SECURITY CONFERENCE
Brenda Decker, Chief Information Officer, State of Nebraska

Ms. Decker thanked Commissioner Hoesing for hosting the NITC meeting. She reported that the annual Cyber Security Conference was held on June 4 in Lincoln. National speakers were invited. As a different feature this year, the conference provided hands-on training. This was well received by the conference participants. The Office of the CIO plans to continue the hands-on portion of the conference.

INFORMATIONAL UPDATES - DHS SECURITY REPORTS
Brenda Decker, Chief Information Officer, State of Nebraska

The Department of Homeland Security approached the Office of the CIO to conduct a CRR (Cyber Resiliency Review). The full review examined physical and information security, access and resiliency.

The Office of the CIO, the Nebraska State Patrol and the Department of Roads participated in the physical facility assessment and information security assessment. The Legislature participated in the information security assessment portion only. The report analysis is providing valuable information which can be used to improve the State's physical and information security.

INFORMATIONAL UPDATES - ARRA - BTOP AWARDS
Brenda Decker, Chief Information Officer, State of Nebraska

The State of Nebraska has been informed that each state will receive at least one broadband award. To date, no Nebraska projects have been funded. Several projects are in the due diligence phase.

INFORMATIONAL UPDATES - OCIO INFORMATION TECHNOLOGY SERVICES ANNUAL REPORT
Brenda Decker, Chief Information Officer, State of Nebraska

The Office of the CIO is within 30 days of issuing the 2010 annual report. It will be available and sent to Commissioners when completed.

REPORT - COMMUNITY COUNCIL REPORT
Anne Byers, Community I.T. Manager

Broadband Mapping Planning Project Update and Broadband Survey of Nebraska Households. A survey of Nebraska residences on broadband service and use was conducted by the University of Nebraska-Lincoln as part of the Public Service Commission's broadband mapping grant. The Nebraska Information Technology Commission (NITC) Community Council and Nebraska Department of Economic Development (DED) collaborated with the Commission on this survey. The survey found that 81% of households have Internet service, and 76% of households have broadband service. Residential broadband subscription varies by region. Over 80% of Omaha and Lincoln residences have broadband service, compared to 56% of residences in Central Nebraska.
Most Nebraska households believe the following broadband applications are important:

- Exchanging health care information so that providers have a complete health record when treating you (86%);
- Using telehomecare to monitor chronic health conditions (81%);
- Online banking (80%);
- Using telemedicine to consult with health care providers (79%);
- Taking advantage of distance learning opportunities (78%);
- Using government services online (78%); and
- Contributing to economic growth in your community (75%).

The report on the survey results is available from the Nebraska Public Service Commission's website (psc.nebraska.gov).

Next steps for the Broadband Planning Project include:

- Hiring a coordinator;
- Updating the community planning workbook used with Nebraska communities several years ago;
- Convening focus groups to learn more about the needs of underserved groups;
- Forming regional technology planning committees;
- Developing regional technology plans; and
- Developing a state report with information from regional technology plans.

The Public Service Commission submitted an application for supplemental funding for broadband mapping and planning the last week in June. The supplemental application is requesting funding for a follow-up residential survey in year 5, a supplemental survey targeted at underserved groups, and community technology planning in 10 communities.

The Nebraska Public Service Commission has received preliminary data on broadband availability from ApexCovantage. The data is being verified.

The Community Council will meet on July 19 to discuss all of the items above.

Membership. Dan Shundoff and Jason Barelman have resigned from the Community Council. Ms. Byers welcomed any nominations from the Commissioners.

REPORT - EHEALTH COUNCIL REPORT
Anne Byers, Community I.T. Manager

NEBRASKA EHALTH STATE OPERATONAL AND STRATEGIC PLANS UPDATE AND EHEALTH FUNDING

On March 15, 2010, Nebraska received a $6.8 million award from the State HIE Cooperative Agreement program administered by the U.S. Department of Health and Human Services Office of the National Coordinator for Health IT. The funding is allocated in three streams—planning, interstate exchange, and intrastate exchange. Up to 10% of the award can be used for planning activities. Implementation activities can begin after a state's operational and strategic plans are approved. The eHealth Council approved the strategic and operational eHealth plans at their meeting on May 13. The plans have been reviewed by the Office of the National Coordinator. The review identified a number of areas in which additional information was needed. A small work group is currently making revisions.

The eHealth Council is seeking approval of the operational plan as written with any subsequent revisions made to satisfy requirements of the Office of the National Coordinator. Ms. Decker noted that due to the grant being awarded to the NITC, the operational plan should have the NITC's endorsement.

Commissioner Hedquist moved to approve the Nebraska eHealth State Operational Plan with any subsequent revisions required by the Office of the National Coordinator. Commissioner Flanagan seconded. Roll call vote: Shundoff-Yes, Sheehy-Yes, Peterson-Yes, Hoesing-Yes, Hedquist-Yes, and Flanagan-Yes. Results: Yes-6, No-0, Abstained-0. Motion carried.

NeHII's annual meeting will be held on July 29, 2010 from 1:30 to 5:00 p.m. with a social hour following at the Quality Inn and Convention Center in Hastings. Commissioners were invited to attend.

Membership. Keith Mueller has accepted a position at the University of Iowa and has resigned from the eHealth Council. Steve Henderson has accepted a new position with the City of Lincoln. Two new members will be needed.

Lt. Governor Sheehy acknowledged and recognized Ms. Byers for her work with the eHealth Council and the State HIE Cooperative Agreement.

REPORT - EDUCATION COUNCIL

The Education Council has met twice since the NITC's last meeting in March. They continue to make progress on the 20 action items from the Network Nebraska and Digital Education initiatives that are most closely associated with their interests.

Membership. At the July 6 Education Council meeting, the members voted 7-0 with two abstaining, to recommend this slate of new and renewing members for NITC approval. Dr. Eileen Ely and Mr. Kent Gydesen were recognized for their contributions to the NITC and the Education Council. They each received a framed certificate from the Lt. Governor and a letter of appreciation.

Commissioner Hoesing moved to approve the Education Council's membership slate of new and renewing council members. Commissioner Hedquist seconded. Roll call vote: Hoesing-Yes, Peterson-Yes, Sheehy-Yes, Shundoff-Yes, Flanagan-Yes, and Hedquist-Yes. Results: Yes-6, No-0, Abstaining-0. Motion carried.

Network Nebraska Update. Five new colleges have either just joined or are considering joining the network - Clarkson College, College of St. Mary, Metro Community College, Nebraska Wesleyan College, and Creighton University. Internet access has increased by 60% and completely switched over to a new

provider on July 1. Two new traffic shaper devices will be installed during July in Lincoln and Omaha. A newly procured network management software suite will be implemented using unlimited licensing terms.

Network Nebraska Advisory Group. In response to an NITC action item, the Network Nebraska Advisory Group was formed by the Education Council to provide customer feedback and operational advice to the state CIO while administering Network Nebraska-Education. The 16 members representing K-12 and higher education have met seven times. In the last 60 days, they have reviewed the 2010-11 Participation Fee and Interregional Transport budgets and fees, and also performed a very important task of mitigating a concern from some of our small rural districts. Since 2007, the Office of the CIO has implemented a "One circuit-One fee" basis for the Participation and Interregional Transport fees. This encouraged sub-aggregation of circuits at the entity level. Six rural districts and two ESUs had gone through consolidation and had two sets of circuits coming into the Network Nebraska aggregation point through separate vendors. Their situation was that they each had been charged two separate fees. Since sub-aggregation was not an option with their vendors, they presented an argument that this was out of their control to sub-aggregate. In response, the Network Nebraska Advisory Group researched the problem, gathered the necessary facts, estimated the fiscal impact, polled constituent feedback, and ultimately recommended that Network Nebraska could switch to a "One entity-One fee" approach to cost recovery. K-12 and Higher Education sectors both agreed. Their monthly rates only increased by about $6/month for the 228 entities affected.

Network Nebraska Detailed Cost Report. Neb. Rev. Stat. 86-5,100 [LB 1071—2010] now requires "The Chief Information Officer to annually provide a detailed report of such Network Nebraska costs to each participant and to the Legislative Fiscal Analyst." With a projected first year's report date of September 15, 2010, the Administrative Services staff and the OCIO Financial and Customer Management Team have begun work on gathering the necessary data to depict the revenue and expenditures of the project since its inception in April 2006.

REPORT - STATE GOVERNMENT COUNCIL
Rick Becker, State Government I.T. Manager

In addition to discussing the Standards and Guidelines on the agenda as action items, the State Government Council has been discussing and reviewing a proposal from Microsoft. In June, Microsoft came to the Office of the CIO with two offerings:

- The first was a hosted solution for email, email archive and SharePoint in a cloud environment, and
- Second, an enterprise agreement, covering all state employees, for certain Microsoft software.

Work groups have been established to discuss three issues:

- Is the proposal cost beneficial to state government?
- Can the rates be structured so that there is no fiscal impact on agencies? and
- Are there any technical issues relating to a cloud computing environment, such as security, which need to be addressed?

Ms. Decker also established an Executive Committee that will review the work group's recommendations to assist with the final decision. Microsoft has requested a response from the OCIO by August 1.

REPORT - GIS COUNCIL
Larry Zink, GIS I.T. Manager

NebraskaMAP Update. The project was originally funded, in part, through Government Technology Collaboration Fund and State Records Board grants to develop the concept of a statewide GIS data sharing and web services portal. The pilot project phase has developed the portal and is ready to move the concept to actual production. ESRI software is being purchased. The model is common portal where available data and data services can be found and accessed based on stored metadata. Metadata training will be available in August. The design environment is currently at the University of Nebraska-Lincoln but plans are to move it to the Office of the CIO into a production mode. The Office of the CIO is working with the University of Nebraska to explore the possibility of a cooperative agreement to store the larger dataset such as aerial imagery. The statewide database for Centerline Street Addresses has been completed which included data developed for use by State Patrol. The Public Service Commission has

released dockets seeking comments on the establishment of standards and guidelines and to address statewide maintenance E911-related GIS data.

OCIO Operational Capacity - GIS Service Bureau. The Council has been discussing the maintenance of some of these key datasets, long term sustainability of the NebraskaMAP project, required staffing for the project, the need for collaboration among agencies, and the increased demand for GIS activity and data. Many states have established a GIS service bureau. At the June 9 meeting, the GIS Council endorsed the establishment of a State GIS Service Bureau as indicated in the following recommendations:

- It is a recommendation of the Nebraska GIS Council that Nebraska state government develop a state GIS Service Bureau to enable state and local public agencies to collaborate and save public resources by pooling their resources to develop and maintain an enterprise-level GIS infrastructure (data, skilled personnel, software, hardware, authority, etc.) to support the growing needs for Geographic Information System (GIS) capabilities to support and improve service for a wide variety of public agency applications and missions.
- It is further the recommendation of the GIS Council that this state GIS Service Bureau be supported with appropriate technical staffing; recognizing that this staffing need will evolve as demand for services increase. In this regard, the GIS Council acknowledged the formal recommendation it had received from the NebraskaMAP Partners Committee that a minimum of one FTE, with relative high GIS technical skills and experience, would be required to support the continued development of the NebraskaMAP. The NebraskaMAP is an intergovernmental effort to develop an enterprise-level GIS data sharing and web services network for Nebraska. The GIS Council has proposed that the NebraskaMAP would be one of the initial foci of a state GIS Service Bureau.
- It is further the recommendation of the GIS Council that this state GIS Service Bureau be administratively based in the Office of the CIO.

The Office of the CIO has communicated to the Council about that if a GIS Service Bureau is established that there would be a fee or charge to agencies and other entities in order for the office to recover costs.

The Office of the CIO is working with the Governor's Policy Research Office and other agencies to further explore the recommendations by the GIS Council. There was no action to be taken by the NITC today. It will be presented to the NITC at a future meeting.

REPORT - TECHNICAL PANEL REPORT
Walter Weir, Chair, Technical Panel

The Technical Panel met once since the last NITC meeting. The Technical Panel had two items for NITC approval.

Standards and Guidelines - Revised: Web Branding and Policy Consistency (NITC 4-201)

The Nebraska Webmasters Work Group drafted several minor changes to this standard and recommends NITC approval. While substantive amendments to standards are normally posted for a 30-day comment period, the modifications and clarifications that are recommended only affect state agencies. Agencies have had the opportunity to provide input in the Webmasters group and the State Government Council. The revisions were discussed and approved by the State Government Council. The Technical Panel recommends approval of the revised standard.

Commissioner Peterson moved to approve the revised Web Branding and Policy Consistency (NITC 4-201) Standard and Guideline. Commissioner Flanagan seconded. Roll call vote: Sheehy-Yes, Peterson-Yes, Hoesing-Yes, Hedquist-Yes, Flanagan-Yes, and Shundoff-Yes. Results: Yes-6, No-0, Abstaining-0. Motion carried.

Standards and Guidelines - Revised: Agency Information Technology Plan Form (NITC 1-201)*

The second item was the Revised: Agency Information Technology Plan Form (NITC 1-201). This document supports a statutory requirement that requires all state agencies, boards, and commissions - "On or before September 15 of each even-numbered year, to report to the Chief Information Officer, in a format determined by the [NITC], an information technology plan that includes an accounting of all technology assets, including planned acquisitions and upgrades." (NEB. REV. STAT. § 86-524.01). This year the Technical Panel made some minor changes in items to be reported such as browsers, intrusion detection and intrusion prevention devices, as well as updated dates. The Technical Panel recommends approval of these changes.

Commissioner Hoesing moved to approve the Revised: Agency Information Technology Plan Form (NITC 1-201) Standards and Guidelines. Commissioner Shundoff seconded. Roll call vote: Hedquist-Yes, Hoesing-Yes, Peterson-Yes, Sheehy-Yes, Shundoff-Yes, and Flanagan-Yes. Results: Yes-6, No-0, Abstaining-0. Motion carried.

Enterprise Projects – Report Card and Annual Report
Steve Henderson, I.T. Administrator, Planning and Project Management

A project is designated as an "enterprise project" if it meets the following definition: "Enterprise project means an endeavor undertaken over a fixed period of time using information technology, which would have a significant effect on a core business function or affects multiple government programs, agencies, or institutions. Enterprise project includes all aspects of planning, design, implementation, project management, and training relating to the endeavor." [Neb. Rev. Stat. § 86-506]

Commissioners were given a Report Card of the current status of enterprise projects. Currently, the Office of the CIO staff are gathering information for the annual report. If Commissioners would like more information regarding the reports, they are asked to contact the Office of the CIO.

Enterprise Project Status Update – NeSIS
Walter Weir, CIO, University of Nebraska

NeSIS is a major $30 million enterprise project spanning over two years. The purpose of the project was to replace the existing student information systems at both the University of Nebraska and the Nebraska State College System. Both entities were to pursue a common student information system resulting in savings and efficiencies. The previous vendor, SCT, was not going to support the SIS+ software effective December 31, 2011. The student information system serves as the central repository of all students' data and is fundamental to the effective management of a college or university, is essential in complying with the changing demands of student financial aid processing, and must facilitate required regulatory reporting.

The project's goal is to implement a common, flexible and integrated information system to meet the needs of a diverse student, faculty, staff and administrative environment across two multi-campus higher education systems. The Oracle PeopleSoft campus solution product was selected as the new student information system. PeopleSoft's Campus solutions are a true Enterprise Resource Planning (ERP) product designed to integrate the needs of the various campuses with flexible adaptive processes, increased capacity and cost efficiencies. ERP's also allow current and anticipated changes in technologies to be embraced well into the future.

Today, the project has successfully gone live with Admissions, Financial Aid, Registration and parts of the Student Financial system. Numerous conversions have been completed from the old legacy systems to PeopleSoft, including everything from bio demographical data to student financial records.

The partnership between the University of Nebraska and the Nebraska State College System has been very positive and beneficial. The implementation itself, as contracted for and the Oracle product as purchased, is almost completed.

It is anticipated to complete implementation according to the contract on time and on budget. Mr. Weir provided a NeSIS demonstration.

Lt. Governor Sheehy recognized Mr. Weir for his dedication and work efforts with the project. Mr. Weir acknowledged Ms. Decker for her efforts and collaboration. Lt. Governor Sheehy suggested briefing Governor Heineman on the project.

Enterprise Project Status Update – NWIN (Nebraska Wireless Interoperable Network)
Brenda Decker, Chief Information Officer, State of Nebraska

Phase 3 is currently being implemented which will cover three-fourths of the state. With full implementation scheduled for the week of October 18, a media event will be held to launch Phase 3. The second redundant controller will be put in place. The Public Safety Interoperable Project portion is being conducted by NEMA. An RFP was released. An Intent to Award is being negotiated. Once awarded, this phase of the project will begin in western Nebraska. The Project is on time and under budget. The whole system is scheduled to be in place by the end of December 2010.

OTHER BUSINESS

Commissioner Flanagan acknowledged and thanked Steve Henderson for his contributions and dedication to the Office of the CIO, State Government Council, and the NITC.

ADJOURNMENT

Commissioner Flanagan moved to adjourn the meeting. Commissioner Hoesing seconded. All were in favor. Motion carried by unanimous voice vote.

The meeting was adjourned at 2:15 p.m.

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