State Government Council
of the
Nebraska Information Technology Commission

**SGC Action Items**
(Revised: 6 JUN 2001)

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**PRIORITY SGC-1:** Implementing electronic government (e-government) to provide for a cost effective, efficient delivery of services while maintaining necessary security and confidentiality of non-public information.

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SGC 1.1
*TITLE:* **E-Government to Business Initiative**
*DESCRIPTION:* The NITC adopted the e-government strategic plan in November 2000. Governor Johanns endorsed the strategic plan and directed that an initial focus be placed on the interaction between government and businesses. The Business Portal Action Plan was developed to guide that effort. This action item will involve the continued implementation of that plan. (A copy is available at: http://www.nitc.state.ne.us/sgc/ and includes a complete list of short and long term action items.)
*LEAD:* Business Portal Work Group
*TIMEFRAME:* Short-term action items - 3rd Quarter 2001
Long-term action items - 2nd Quarter 2003

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
| Prepare recommend-ations on: format for electronic forms; timeline for converting forms to electronic; plan for involving local gov't and business | Adopt resolutions from WG re: format for forms; and timeline | Initial review of portal design; branding strategy; identify necessary information for each form; prioritized list of forms | | Review status | Update |

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SGC 1.2
*TITLE:* **E-Government to Citizens Initiative**
*DESCRIPTION:* Building on the business initiative, develop and implement an action plan to provide electronic services to citizen.
*LEAD:* Work Group to be formed
*TIMEFRAME:* Beginning 2nd Quarter 2002

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
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**PRIORITY SGC-2:** Improving collaboration, both between agencies and with other stakeholders, in all areas of IT

SGC 2.1
*TITLE:* **Develop technical standards, guidelines, and best practices**
*DESCRIPTION:* The SGC will prepare standards, guidelines, and best practices for a technical architecture for state government. The SGC will work with the Technical Panel to develop these standards and guidelines.
*LEAD:* SGC work group to be created.
*TIMEFRAME:* 3rd Quarter 2001 - 4th Quarter 2002 (ongoing)

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|-----------|-----------|-----------|-----------|----------|-----------|
| | | Review and recommend timeline for development of standards | Adopt plan and timeline for standards development | Review status | |

SGC 2.2
*TITLE:* **Funding for enterprise projects and infrastructure**
*DESCRIPTION:* Review and make recommendation on funding for enterprise projects and infrastructure development.
*LEAD:* Chief Information Officer
*TIMEFRAME:* Ongoing

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|-----------|-----------|-----------|-----------|----------|-----------|
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| SGC 2.3 TITLE: **Directory Services and E-mail** DESCRIPTION: These service areas both have important enterprise impacts for state government. Work should continue to improve collaboration among agencies on these to ensure efficient and effective utilization of these services. The SGC will continue to develop and recommend technical standards and/or guidelines for state government directory services and e-mail. LEAD: Directory Services Work Group and E-mail Work Group / Rick Becker TIMEFRAME: ➢ Directory Services: Short-term Action: Windows 2000 Active Directory - 2nd Quarter 2001. Long-term Action: Issues relating to an enterprise directory - 4th Quarter 2001 ➢ E-mail: Review standards: 4th Quarter 2001 | Directory Services / E-Mail tables |
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**SGC 2.3**

*TITLE:* **Directory Services and E-mail**

*DESCRIPTION:* These service areas both have important enterprise impacts for state government. Work should continue to improve collaboration among agencies on these to ensure efficient and effective utilization of these services. The SGC will continue to develop and recommend technical standards and/or guidelines for state government directory services and e-mail.

*LEAD:* Directory Services Work Group and E-mail Work Group / Rick Becker

*TIMEFRAME:*

➢ Directory Services:
Short-term Action: Windows 2000 Active Directory - 2nd Quarter 2001.
Long-term Action: Issues relating to an enterprise directory - 4th Quarter 2001

➢ E-mail:
Review standards: 4th Quarter 2001

Directory Services

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
| --- | --- | --- | --- | --- | --- |
| See 2.1 | | | | Review draft guidelines from Directory Services WG and make recommend-ation to SGC | Resolution on Directory Services |

E-Mail

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
| --- | --- | --- | --- | --- | --- |
| See 2.1 | | | | Review E-mail Work Group report | Resolution on E-mail |

**SGC 2.4**

*TITLE:* **IT Training**

*DESCRIPTION:* The SGC will continue to identify and pursue opportunities for IT related training for state government IT professionals and users. One area of focus should be on project management training.

*LEAD:* Work group to be formed

*TIMEFRAME:* To be determined

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
| --- | --- | --- | --- | --- | --- |
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**SGC 2.5**

*TITLE:* **Technical Forums**

*DESCRIPTION:* The SGC should continue to support the sharing of information among agencies through technical forums and work shops.

*LEAD:* To be determined

*TIMEFRAME:* To be determined

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
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**PRIORITY SGC-3:** Provide a planning and implementation process for IT projects which avoids unnecessary delay and bureaucracy.

SGC 3.1
*TITLE:* **Improved Planning Process**
*DESCRIPTION:* Continue to improve the information technology planning process for state agencies. The SGC will review, and revise as appropriate, the planning documents utilized by agencies, including: agency comprehensive information technology plans and agency project proposal forms for budget request.
*LEAD:* Office of the CIO
*TIMEFRAME:* 3rd Quarter 2001

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
| Review and recommend changes to forms for Agency IT Plans and Project Proposal Form for agency budget requests. Section 4 of the STP | Approve revised forms and procedures. Approve revised Section 4 of the STP | | | | |

SGC 3.2
*TITLE:* **Improved Project Management**
*DESCRIPTION:* The SGC will continue to provide guidance to agencies on best practices for project management. Areas of focus should include: management of IT related projects; measuring results; preparing project closure reports; and recommendations for a certification process for project managers.
*LEAD:* Chief Information Officer
*TIMEFRAME:* 4th Quarter 2001

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
| See 3.1 | See 3.1 | | | | |

SGC 3.3
*TITLE:* **Evaluation of Future Technology Issues**
*DESCRIPTION:* The SGC will develop best practices in IT planning for agencies with respect to evaluating existing IT systems, including the costs and risks. The SGC will also examine ways to better review and analyze issues related to emerging technologies.
*LEAD:* Chief Information Officer
*TIMEFRAME:* Ongoing

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
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**PRIORITY SGC-4:** Implementing appropriate policies for information technology related security and privacy.

SGC 4.1
*TITLE:* **Security Policies**
*DESCRIPTION:* In January 2001, the NITC adopted the security policies developed by the Technical Panel's Security Architecture Work Group. These policies, guidelines, and best practices are intended to provide a framework for a secure computing environment, with a focus on state government. The SGC, in coordination with the Technical Panel, will work to implement these policies in state government.
*LEAD:* To be determined
*TIMEFRAME:* To be determined

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
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SGC 4.2
*TITLE:* **Privacy Policies**
*DESCRIPTION:* Develop information technology related privacy standards, guidelines, and best practices for state government. This action item to include federal HIPAA requirements.
*LEAD:* To be determined
*TIMEFRAME:* To be determined

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
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**OTHER AGENDA ITEMS**

Other

| July - WG | Aug - SGC | Sept - WG | Oct - SGC | Nov - WG | Dec - SGC |
|---|---|---|---|---|---|
| | | -Review of GTCF grant requests | -Budget requests review and recommend-ations to NITC -Review and recommend-ations for GTCF grants | | |