**State Government Council
of the
Nebraska Information Technology Commission**

SGC Priorities and Action Items for 2002-2003

Priorities

The sector priorities of the State Government Council of the Nebraska Information Technology Commission are to provide recommendations that support:

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

SGC-2 Improving collaboration and efficiency through technical standards, guidelines, and enterprise solutions.

SGC-3 Provide a planning and implementation process for IT projects which avoids unnecessary delay and bureaucracy.

SGC-4 Implementing appropriate policies for information technology related security and privacy.

Action Items

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

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: Office of the CIO
Timeframe:

Completed	Phase I: Creating a portal and inventory of business forms.
Beginning 2nd Quarter 2002	Phase II: Includes training sessions for development professionals and businesses in using the business portal; implementation of a maintenance plan for keeping the portal's business forms inventory current and accurate; and continuation of an aggressive strategy to automate government forms used by businesses.
Future	Complete remaining items in the Business Portal Action Plan, including increased integration across agencies and levels of government.

SGC 1.2
Title: E-Government to Employee Initiative
Description*:* Develop and implement an action plan to provide an employee portal for state government employees. The portal will provide access to employee related information and services such as: the NIS system; state directory; pay stub application; TSB vehicle reservation system; retirement accounts; IMServices Help Desk; and newsletters (Statehouse Observer, Affirmative Action Newsletter, etc.).
Lead: Work group to be created
Timeframe: Beginning 3rd Quarter 2002

SGC 1.3
Title: E-Government to Citizens Initiative
Description: Building on the Business Portal, develop and implement an action plan to provide an enhanced portal for citizens. The portal should provide easier access to existing information and services; as well as, provide new e-government services.
Lead: Work group to be created
Timeframe: Beginning 4th Quarter 2002

PRIORITY SGC-2
Improving collaboration and efficiency through technical standards, guidelines, and enterprise solutions.

ACTION ITEM SGC 2.1
Title: Recommend technical standards, guidelines, and enterprise solutions
Description: The SGC will recommend technical standards, guidelines, and enterprise solutions for state government. The SGC will work with the Technical Panel to develop these standards and guidelines.
Lead: Work group(s) to be created.
Timeframe:

July 2002 through July 2003	Recommend technical standards, guidelines, or enterprise solutions for: - E-mail Standard (revise) - Secure E-mail Standard (see SGC 4.1) - E-fax - Content Management - Document Management and Records Retention (see SGC 4.2) - Server Farm - Electronic Forms Automation
Ongoing	Others as identified

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 requests. The review will include recommendations for improving the cost-benefit analysis information provided with project proposals.
Lead: Office of the CIO
Timeframe: 2nd Quarter 2003 - Review and revise planning documents as needed.

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: Office of the CIO
Timeframe: 2nd Quarter 2003 - Review and revise project management documents as needed.

SGC 3.3
Title: Communication with Policymakers
Description: Improve communications with policymakers in both the Legislative and Executive branches. This action will include providing briefings to the chairs of the NITC oversight committees (Appropriations Committee and Transportation and Telecommunications Committee) on issues raised by the State Government Council.
Lead: Office of the CIO
Timeframe: Ongoing

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. Areas to be addressed include: training; agency level planning; business continuity planning; and security assessments.
Lead: Office of the CIO
Timeframe:

July 2002 through July 2003	- Secure e-mail standard to be recommended - Review and make recommendations for "authentication" standards, guidelines, or best practices

SGC 4.2
Title: Records Retention Project
Description: Working with the Records Management Division, develop technical solutions for records retention.
Lead: To be determined
Timeframe: 3rd and 4th Quarters 2002