State Government Council

Action Item SGC 2.1
Recommend Technical Standards, Guidelines, and Enterprise Solutions.

Draft Work Plan
In Chronological Order
(Date of last revision: June 12, 2003)

1. Prepare a naming convention for the ***Nebraska.Gov Domain.***
    a. Present models from other states
    b. Develop a proposed naming convention for Nebraska
    c. Present to the SGC in July
    d. Lead: Steve Schafer and NOL

2. Identify best practices for ***network management and security***.
    a. Organize special meeting on network management and security practices in July
    b. Briefing by IMServices/DOC on state's network
    c. Briefings on agency network management practices (HHSS, Corrections, DOR, Education)
    d. Include briefing on security assessment findings
    e. Summarize proceedings for presentation to the SGC in August

3. Develop a strategy for ***enterprise architecture and standardization*** (such as e-mail, office productivity software, operating systems, browsers, database software, hardware, virus protection).
    a. E-mail options:
        i. Report to SGC in July on secure communications (SIX system) by Allan Albers, HHSS, and e-mail server cross certification options by Keith Larsen, HHSS
        ii. Re-charter the e-mail standards subcommittee at the July meeting, with target date of October
    b. Tabulate information from agency comprehensive information technology plans and report to the SGC in July (Rick Becker)
    c. Report on NOL technical architecture study to the SGC in August – Bob Shanahan
    d. Report on NASCIO's Enterprise Architecture Development Tool-Kit v2.0 in August – Steve Schafer
    e. Identify next areas for investigation (September)

4. Recommend standards and configuration for ***directory services***.
    a. Report recommendations to SGC in August (IMServices)
    b. Determine next steps for implementation

5. Evaluate merits of a *Linux Migration*
   a. Present report to the SGC in August on research and information gathered by the Department of Correctional Services – Don Phares, DCS
   b. Identify future options

6. Recommend standard approach to *Forms Automation*
   a. Present report to SGC in August on approach developed by NOL and IMServices – Rod Armstrong and Steve Henderson
   b. Report on options for fully interactive (tier III) forms automation – Rick Becker

7. Determine ways that agencies can help to promote greater efficiencies by *narrowing the range of products that IMServices has to support*.
   a. Report by IMServices to the SGC in September – Steve Henderson

8. Evaluate need to coordinate *software updates and version control*.
   a. Set up an open meeting to identify critical interdependencies in September – Steve Schafer
   b. Tabulate information from agency comprehensive information technology plans (see # 3.b., above)
   c. Summarize proceedings for presentation to the SGC in October

9. Develop a strategy for *juvenile data sharing.*
   a. Continue evaluating different approaches (RFP or strategic plan)
   b. Monitor efforts to secure federal funding for enhancements to automated court system (JUSTICE) to include non-delinquent juvenile cases
   c. Develop charter for juvenile data sharing work group for presentation to SGC and CJIS by October

10. Investigate enterprise needs for *workflow and business process management.*
    a. Develop an approach to this topic by October

11. Undertake comprehensive study of enterprise solutions and options (organizational structure, products, standardization, consolidation, decentralization).
    a. Develop an approach to this topic by October

Chronology of Tasks

July
- Nebraska.Gov Domain naming convention (#1)
- Organize meeting on network management and security practices (#2)
- Report on SIX secure communications and e-mail server cross certification (#3)
- Re-charter the e-mail standards subcommittee (#3)

- Tabulate information from agency comp IT plans regarding software, operating systems, etc. (#3)
- Report on NOL technical architecture study (#3)

August
- Summarize proceedings on network management and security practices (#2)
- Report on NASCIO's Enterprise Architecture Development Tool-Kit v. 2.0 (#3)
- Report recommendations on directory services and determine next steps (#4)
- Report on research and information regarding Linux Migration (#5)
- Report on recommended approach for Forms Automation (#6)

September
- Identify next areas for investigation (enterprise architecture and standardization, #3)
- Report on potential efficiencies by narrowing the range of supported products (#7)
- Set up meeting to identify critical interdependencies for software updates and version control (#8)

October
- Report recommendations from the e-mail standards subcommittee (#3)
- Report findings regarding critical interdependencies for software updates and version control (#8)
- Present charter for juvenile data sharing work group to SGC and CJIS