

STATE GOVERNMENT COUNCIL
of the
Nebraska Information Technology Commission
Thursday, April 10, 2008, 1:30 p.m. - 2:30 p.m.
Executive Building - Lower Level Conference Room
521 S 14th Street, Lincoln, Nebraska
PROPOSED MINUTES

MEMBERS PRESENT

Brenda Decker, Chief Information Officer, Chair
Bob Beecham, NDE Support Services
Dennis Burling, Department of Environmental Quality
Randy Cecrle, Workers' Compensation Court
Tom Conroy, OCIO-Enterprise Computing Services
Josh Daws, Secretary of State's Office
Keith Dey, Department of Motor Vehicles
Rex Gittins, Department of Natural Resources
Dorest Harvey, Private Sector
Joe Kellner, Department of Roads
Jeanette Lee, Department of Banking
Bill Miller, State Court Administrator's Office
Jim Ohmberger, Health and Human Services
Mike Overton, Crime Commission
Terry Pell, State Patrol
Jayne Scofield, OCIO-Network Services
Len Sloup, Department of Revenue
Rod Wagner, Library Commission
George Wells, Department of Correctional Services

MEMBERS ABSENT: Mike Calvert, Legislative Fiscal Office; Pat Flanagan, Private Sector; Lauren Hill, Governor's Policy Research Office; Gerry Oligmueller, Budget Office; Butch Lecuona, Department of Labor; and Carlos Castillo, Department of Administrative Services

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Ms. Decker called the meeting to order at 1:35 p.m. There were 17 members present at the time of roll call. A quorum was present. It was stated that the meeting notice was posted to the NITC Website and [Nebraska Public Meeting Calendar](#) on March 7, 2008. The agenda posted to the NITC Website on April 4, 2008. A copy of the Open Meetings Act was located on the front table.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Mr. Dey moved to approve the [February 14, 2008](#) minutes as presented. Mr. Harvey seconded. Roll call vote: Beecham-Yes, Overton-Yes, Burling-Yes, Conroy-Yes, Decker-Yes, Sloup-Yes, Harvey-Yes, Lee-Yes, Cecrle-Yes, Dey-Yes, Ohmberger-Yes, Pell-Yes, Scofield-Yes, Wells-Yes, Wagner-Yes, Miller-Yes, and Kellner-Yes. Results: Yes-17, No-0. Motion carried.

Mr. Gittins arrived at the meeting.

STANDARDS AND GUIDELINES - DISCUSSION OF DOCUMENTS RELATING TO LB 823 AND THE LEGISLATIVE PERFORMANCE AUDIT

NITC 1-201: Agency IT Plan (Starting with the [2004 version](#) of the form for discussion)
Rick Becker, Government I.T. Manager

Pursuant to LB 823, agencies are required to submit an information technology plan to the Office of the CIO by September 15 of even-numbered years, on a form approved by the NITC. For discussion purposes, the council will use the 2004 version of the form to start drafting the new form. The NITC will consider adopting the new form at their June meeting.

Josh Daws arrived at the meeting.

Members discussed elements of the form, including: several sections to be deleted; how to properly identify staff and outside support, such as from the OCIO; and security issues relating to providing information which may be a public record.

NITC 1-202: IT Project Proposal Form and Project Review Process ([Current form](#))

The current form has been used for the prior 3 biennial budget cycles. The IT Project Proposal form is included in the new budget request system. The Budget Office has requested that agencies submit both formats: paper documents to the OCIO and electronic submission in the Budget system.

NITC 1-203: Enterprise Projects

NITC 1-205: Project Monitoring and Progress Reports

These two items will be discussed at a future meeting.

UPDATE ON EMAIL CONVERSION

The Department of Corrections conversion has been completed. Email conversion for the State Patrol and the Department of Economic Development will begin this month.

The Office of the CIO will be reviewing the list of email attachments to be blocked.

OTHER BUSINESS

Downtime Notifications. Ms. Decker stated that the Office of the CIO is looking at revising downtime notifications so that users are informed about what caused an unplanned downtime event and how the issue was resolved.

Government Technology Collaboration Fund. There are funds available in the Government Technology Collaboration Fund which could be used for an enterprise type project. The funds are available until June 30, 2009. Members were asked to send ideas for use of the funds to Rick Becker.

Security Conference. Members were reminded that 2008 Cyber Security Conference will be held on April 22 at the Downtown Holiday Inn.

AGENCY REPORTS

Members were given an opportunity to provide agency reports.

NEXT MEETING DATE AND ADJOURNMENT

The next State Government Council meeting will be held on May 8, 2008 at 1:30 p.m. The location will be determined at a later time.

Mr. Miller moved to adjourn the meeting. Mr. Beecham seconded. All were in favor. Motion carried by unanimous voice vote.

The meeting was adjourned 2:46 p.m.

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