

**State Government Council
of the
Nebraska Information Technology Commission**
Thursday, October 11, 2012, 1:30 p.m. - 3:30 p.m.
Executive Building - Lower Level Conference Room
521 S 14th Street, Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:

Brenda Decker, Chief Information Officer, Chair
Beverlee Bornemeier, OCIO-Enterprise Computing Services
Josh Daws, Secretary of State's Office
Dennis Burling, Department of Environmental Quality
Keith Dey, Department of Motor Vehicles
Suzy Fredrickson, Nebraska State Patrol
Rex Gittins, Department of Natural Resources
Dorest Harvey, Private Sector
Brent Gaswick, Department of Education
Eric Henrichsen, Department of Health and Human Services
Kelly Lammers, Department of Banking
Bill Miller, State Court Administrator's Office
Glenn Morton, Workers' Compensation Court
Jayne Scofield, OCIO-Network Services
Bob Shanahan, Department of Correctional Services
Terri Slone, Department of Labor
Len Sloup, Department of Revenue
Rod Wagner, Library Commission

MEMBERS ABSENT: Carlos Castillo, Administrative Services; Dick Clark, Policy Research Office; Mike Calvert, Legislative Fiscal Office; Pat Flanagan, Private Sector; Gerry Oligmueller, Budget Office; Mike Overton, Crime Commission; and Bill Wehling, Department of Roads

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Ms. Decker called the meeting to order at 1:30 p.m. There were 17 voting members present at the time of roll call. A quorum existed to conduct official business. Meeting notice was posted to the NITC website and the Nebraska Public Meeting Calendar on September 5, 2012. The agenda was posted to the NITC website on October 5, 2012.

PUBLIC COMMENT. There was no public comment.

APPROVAL OF AUGUST 9, 2012 MINUTES*

Mr. Dey moved to approve the [August 9, 2012](#) as presented. Mr. Shanahan seconded. Roll call vote: Burling-Yes, Bornemeier-Yes, Decker-Yes, Daws-Abstain, Gittins-Yes, Harvey-Yes, Slone-Abstain, Lammers-Yes, Morton-Yes, Dey-Yes, Henrichsen-Yes, Gaswick-Yes, Fredrickson-Abstain, Scofield-Yes, Shanahan-Yes, Wagner-Abstain, and Miller-Yes. Results: Yes-13, No-0, Abstained-4. Motion carried.

STANDARDS AND GUIDELINES

New Resource Document - [NITC 7-RD-01](#): Telecommunications Facilities and Services*

Purpose: This resource document is intended to provide guidance to agencies on telecommunications facilities and services needed in an ordinary office setting and to provide a suggested allocation of responsibilities between a Lessor and Lessee (Tenant Agency). Any such work in a state owned building should meet these minimum requirements.

Matt Easton, Office of the CIO, Field Services Manager, was present to answer any questions. Based on input received on the draft document, Mr. Easton suggested the following changes:

- In Section 1, strike “Lessor and Lessee (Tenant Agency)” and insert “Lessor, Lessee, and Tenant Agency.”
- In Section 2.2, second paragraph, strike the first sentence and insert “The Lessor shall provide, at a minimum, a telecommunications information outlet at each desk and/or workstation.”
- In Section 3.5, second sentence, after “plan” insert “(paper copy and editable electronic copy)”.
- In Section 4 add the following definitions and renumber accordingly:
 - Home Run – Individual cable run installed from a central distribution point to termination point. Each cable run is a continuous length without a splice or intermediate point. Each cable run is a continuous length without a splice or intermediate termination point. Typically referred to as a “Star” topology.
 - Telecommunications Information Outlet – User connection facility provided in a Work Area as part of a Structured Cabling System.

Mr. Miller moved to approve [NITC 7-RD-01: Telecommunications Facilities and Services resource document with the proposed revisions](#). Mr. Dey seconded. Roll call vote: Miller-Yes, Wagner-Yes, Shanahan-Yes, Scofield-Yes, Fredrickson-Yes, Gaswick-Yes, Henrichsen-Yes, Dey-Yes, Morton-Yes, Lammers-Yes, Slone-Yes, Harvey-Yes, Gittins-Yes, Daws-Yes, Decker-Yes, Bornemeier-Yes, and Burling-Yes. Results: Yes-17, No-0, Abstained-0. Motion carried.

PROJECT PROPOSALS - 2013-2015 BIENNIAL BUDGET - RECOMMENDATIONS TO THE NITC*
[Project summary sheets](#) (62 pages)/ [Full text of the projects](#) (341 pages)

Mr. Becker reviewed the NITC’s project review process. Agency representatives were given the opportunity to discuss their projects and answer any questions.

Council members were asked to email Mr. Becker with their tier recommendations by Monday, October 22. The compiled scores will be posted as an after meeting link to today’s agenda [\[link\]](#).

AGENCY REPORTS

There were no agency reports.

OTHER BUSINESS

Ms. Decker provided the following updates:

- In the recently released Digital States Survey, Nebraska improved from a rating of B- to B+.
- [The Nebraska Digital Government Summit](#) will be held on October 30, 2012 at the Embassy Suites in Lincoln, Nebraska.
- The 2012 Statewide Technology plan has been posted to the NITC website.
- An understanding has been reached with the Lincoln Journal Star regarding online access to the newspaper.
- The State of Nebraska has been notified by IBM that the State will be going through an IBM software audit. The OCIO is currently working with IBM to define the scope of the audit. It will most likely be server based and not at the desktop level. The OCIO has requested that the audit be done after the legislative session.

ADJOURNMENT

Mr. Daws moved to adjourn. Mr. Harvey seconded. All were in favor. Motion carried.

The meeting was adjourned at 2:35 p.m.

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