

**TECHNICAL PANEL**  
**Nebraska Information Technology Commission**  
Tuesday, August 12, 2008, 9:00 a.m. - 10:30 a.m.  
Varner Hall - Board Room  
3835 Holdrege St., Lincoln, Nebraska  
**PROPOSED MINUTES**

**MEMBERS PRESENT:**

Walter Weir, CIO, University of Nebraska, Chair  
Brenda Decker, CIO, State of Nebraska  
Christy Horn, University of Nebraska, Compliance Officer  
Ron Cone, ESU 10 (via videoconference from Kearney)  
Mike Winkle, Nebraska Educational Telecommunications

**ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION**

Mr. Weir called the meeting to order at 9:04 a.m. There were five members present at the time of roll call. A quorum was present. The meeting notice was posted to the NITC website and [Nebraska Public Meeting Calendar](#) on July 2, 2008. The agenda was posted to the NITC website on August 10, 2008. A copy of the Open Meetings Act was posted on the south wall of the meeting room.

**PUBLIC COMMENT**

Carter McCann distributed a document and requested time on the next meeting agenda to talk about the "Safety of Seniors Act."

**APPROVAL OF June 10, 2008 MINUTES**

**Ms. Decker moved to approve the [June 10, 2008](#) minutes as present. Mr. Winkle seconded. Roll call vote: Decker-Yes, Horn-Abstain, Cone-Yes, Weir-Yes, and Winkle-Yes. Motion carried.**

Ms. Horn introduced Jeremy Sydick as her new alternate on the panel.

**PROJECT REVIEWS Ongoing Reviews (as needed)**

*Retirement Systems, Jerry Brown.*

Phase II final signoff has been completed on all functional area requirements, except for Optional Service Credit. This was anticipated due to getting a later start on the requirements. Phase II Development continues with 8 of the 15 functional areas completed and the remainder of the 15 in progress.

Phase III (Batch) Requirements Validation is in progress with 11 of the 18 areas completed and 6 of the remaining 7 areas only needing user signoff. Phase III (Batch) Development is in progress with 4 of the 18 areas completed and the remainder of the 18 in progress.

Drop Plan. IT testing is complete. User testing began August 11, 2008. Any code fixes be completed by August 26, 2008. The move into production will occur on August 27, 2008.

The Quality Assurance team now has access to the project plan and document repository stored at the OCIO. The Quality Assurance position that was vacated by Paul Hakenkamp has been filled by Todd Brindley who was introduced to the panel.

The Office of the CIO Security Team completed the first Security Validation process on August 8, 2008. The results are currently under review.

The project end date has not changed and the project is within budget.

Mr. Goracke presented the [NPRIS Project Status report](#) which identifies specific project issues and risks. Issues identified are being addressed. Wes Majerus has resigned from the Office of the CIO. Mr. Majerus was doing the sight impaired testing on NPRIS. Ms. Horn will refer names of persons who may assist with this testing.

Mr. Brown and Mr. Goracke entertained questions from the panel.

*Health and Human Services-MMIS and LIMS, James Ohmberger.* Mr. Ohmberger was not present to report.

*Nebraska State College System and University of Nebraska - Student Information System, Ed Hoffman, State College System*

SIS. The project has gone through extensive question and response process with the vendor. A scope review of project has been done by both the State College System and the University of Nebraska. There were originally 260 gaps identified from the gap review that would affect both projects. That has been narrowed down to 60 gaps with only one gap identified that could be problematic or costly.

Currently, negotiations are underway with the vendor. It is anticipated that a decision will be made by September 5. The University of Nebraska Board Regents and State College System governing board will be meeting shortly after September 5th.

SAP. An affiliate agreement with SAP is in place and the State College System is now licensed. Initial training on SAP was conducted on July 29. State College System staff got a better understanding of the product and how it works. The feedback from colleges has been positive. Project configuration planning for the State College System will begin in late September with a go-live of July 1, 2009.

Mr. Hoffman entertained questions from the panel.

#### **STANDARDS AND GUIDELINES - REQUESTS FOR WAIVERS\***

[Department of Correctional Services](#). Multiple requests for waiver from [NITC 8-301](#) (Password Standard) Steve Hartman

The Department of Corrections has HIVAC, HVAC systems. They do not have the capability of logging in individuals. They use of generic passwords. Mr. Hartman has no problem granting a waiver but asked if the Technical Panel should review the standard regarding authentication.

It was recommended to have the Security Architecture Work Group review the standard to develop a risk assessment as well as to determine a process that would not require the Technical Panel to approval special waivers for each agency.

**Mr. Winkle moved to temporarily approve the waiver requested by the Department of Correctional Services pending the recommendation of the Security Architecture Work Group to develop an alternative process. Ms. Decker seconded. Roll call vote: Cone-Yes, Weir-Yes, Winkle-Yes, Decker-Yes, and Horn-Yes. Motion carried.**

#### **STANDARDS AND GUIDELINES CONFIRM 30-DAY COMMENT PERIOD**

NITC 5-202: Blocking Email Attachments (Revised)

Steve Hartman

This was originally a guideline but the work group is recommending it become a standard. The previous guideline listed extensions that may be blocked. It provided an option of using zip files to avoid a block. This has been revised. The revised list of attachment extensions includes two columns: 1) attachments Exchange will block internally and 2) inbound attachments that will be blocked at the perimeter by the Ironport device.

**Mr. Winkle moved to approve the [NITC 5-202](#): Blocking Email Attachments standard for the 30-day public comment period. Ms. Horn seconded. Roll call vote: Cone-Yes, Weir-Yes, Winkle-Yes, Decker-Yes, and Horn-Yes. Results: Yes-5, No-0. Motion carried.**

## **STANDARDS AND GUIDELINES - DISCUSSION**

*[Questions](#) regarding [NITC 7-403](#) (Scheduling Standard for Synchronous Distance Learning and Videoconferencing).*

Gordon Roethemeyer distributed the [Nebraska Distance Education LB 1208 Phase 1 Report](#). He addressed the following questions regarding NITC 7-403:

1. Polycom's PVX software use for distance Learning?
2. Could a student use a laptop with PVX to receive a class? If so, would the school quality for incentive payment for that class? What about Renovo licensing and control in an instance such as this?

Mr. Roethemeyer has begun discussions with Mike Kozak of the Nebraska Department of Education regarding these issues and Rule 10 implications. These questions will be addressed with the Nebraska Department of Education and the Distance Education Council rather than the NITC.

3. If an ESU purchases a bridge does the bridge have to be licensed and controlled by Renovo?
4. Will all codec devices owned by libraries, hospitals, colleges and the State have to be licensed and controlled by Renovo?
5. Are all members of Network Nebraska required to have their codec devices licensed and controlled by Renovo?

The remaining questions would involve a review by the Statewide Synchronous Video Network Work Group. Mr. Winkle serves as chair of the work group. Mr. Winkle will be organizing a meeting soon and stated that the work group wants to work with the DEC regarding the technical aspects of their concerns.

*Project Status Reporting - [Example](#)* This will be an agenda item for the September Technical Panel meeting. The form is what the Retirement System is using for their project. The project finds the form useful.

*Enterprise Projects - [Statutes](#)* . This will be an agenda item for the September Technical Panel meeting.

## **REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)**

*Accessibility of Information Technology Work Group, Christy Horn.* With Mr. Sydik's assistance, Ms. Horn will organize a work group meeting soon. Mr. Sydik is knowledgeable of the ADA rules. Ms. Horn reported that the UNL purchasing office is sending her their technology proposals for her review.

*Learning Management System Standards Work Group, Kirt Langer.* Not present to report.

*Security Architecture Work Group, Steve Hartman.* Last fall the data security standard was passed by the NITC requiring agencies to inventory data and ensure steps have been taken to protect the data. Agency directors are to sign off on their data security.

## **OTHER BUSINESS**

Members discussed whether the topic suggested by Mr. McCann during the public comments was an appropriate agenda item for the panel. Since it was not a technical issue within the scope of the panel's work, members concluded it was not.

**NEXT MEETING DATE – ADJOURN**

The next meeting of the NITC Technical Panel will be held at 9:00 a.m. on September 9, 2008.

**Ms. Horn moved to adjourned. Ms. Decker seconded. All were in favor. Motion carried by unanimous voice vote.**

The meeting was adjourned at 10:35 a.m.

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