MEETING AGENDA

**Technical Panel
of the
Nebraska Information Technology Commission**

Tuesday, May 12, 2009
9:00 a.m.
Varner Hall - Board Room
3835 Holdrege St., Lincoln, Nebraska

AGENDA

Meeting Documents: Click the links in the agenda
or click here for all documents (5 pages).

1. Roll Call, Meeting Notice & Open Meetings Act Information

2. Public Comment

3. Approval of Minutes* - April 14, 2009

4. Project Reviews

   - Ongoing Reviews
     - Nebraska Department of Education - Statewide Online Assessment System - Pat Roschewski, Brent Gaswick, and John Moon
     - Health and Human Services - MMIS - James Ohmberger
     - Nebraska State College System and University of Nebraska - Student Information System

5. Regular Informational Items and Work Group Updates (as needed)

   - Accessibility of Information Technology Work Group - Horn
   - Learning Management System Standards Work Group - Langer
   - Security Architecture Work Group - Weakly

6. Other Business

7. Next Meeting Date - June 9, 2009

8. Adjourn

* Denotes Action Item

(The Technical Panel will attempt to adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to take action on any of the items listed.)

NITC and Technical Panel websites: http://nitc.ne.gov/
Meeting notice was posted to the NITC website and Nebraska Public Meeting Calendar on April 15, 2009. The agenda was posted to the NITC website on May 8, 2009.

**Technical Panel
of the
Nebraska Information Technology Commission**
Tuesday, April 14, 2009, 9:00 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
Kirk Langer, Lincoln Public Schools
Michael Winkle, Nebraska Educational Telecommunications

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05. A quorum was present to conduct official business. The meeting notice was posted to the NITC website and Nebraska Public Meeting Calendar on March 6, 2009. The agenda was posted to the NITC website on April 10, 2009.

PUBLIC COMMENT

There was not public comment.

APPROVAL OF FEBRUARY 10, 2009 MINUTES*

Ms. Decker moved to approve the February 10, 2009 minutes as presented. Ms. Horn seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0. Motion carried.

PROJECT REVIEW – RETIREMENT SYSTEMS
Retirement Systems - Jerry Brown and Robin Goracke

Mr. Brown introduced Fred Turner as the new Project Director. Mr. Turner will take over the project after Mr. Brown's retirement April 30th.

From the handout:

- The NPRIS system was implemented beginning on Friday, February 27th at 5:00 p.m. The NPERS users verified the system between 8:00 a.m. and 1:00 p.m. Sunday, March 1st.   It was decided at 1:30 p.m. Sunday that NPRIS was ready to go live on Monday.

- The first week of production was not without problems. The more critical issues were quickly fixed. All problems that are discovered in production are documented and given a severity level. These are currently being addressed by Saber. We currently deploy fixes once a week.

- The 90 day warrantee period began on March 2nd and will conclude on May 30, 2009. All of the PIRs that were documented before the warrantee period and during the warrantee period will be resolved by Saber, which will likely take some period of time after the end of the warrantee period.

- The project continues to be within budget.

- The project is currently preparing the [agreements between NPERS, OCIO and Saber](#) for the on-going support of NPRIS. It needs to be "signed, sealed and delivered" before the end of the warrantee period.

Robin Goracke presented the following documents:
- [Project Lessons-Learned Checklist](#)
- [Post Implementation Acceptance Management Process For NPRIS](#)
- [Project Acceptance and Closure Report For NPRIS](#)
- [Approval to proceed to the next Business Phase](#)

After Saber leaves the project, there will be continued tasks and follow-up that needs to be completed including a lessons learned checklist The panel also suggested having a quality assurance group provide their input on the project.

The project will not be completed until all the PIR's are done during the warranty period. Mr. Brown appreciated all the input, support and questions provided by the Technical Panel. The report was beneficial to the Technical Panel as well. Members asked the project report again at the July 14, 2009 meeting.

PROJECT REVIEW – HEALTH AND HUMAN SERVICES - MMIS
James Ohmberger

Technical Panel members received the report electronically prior to the meeting. In June, it will be a year since the project started. As indicated in the report, there are "yellow" status issues. The vendor is replanning and redeveloping. Detail and documentation is being delivered and reviewed.

IV&V issues and concerns included the following:
1. To what extent is this system a "transfer" of another state's system. The amount of work and modifications involved is considerable. The agency raised the issue early on in the process.
2. It was determined that the project needed additional staff.
3. Involve our federal counterparts in Kansas City. Very detailed information regarding cost, timelines, etc. is sent to the Kansas City regional office. The regional office sends the information to the federal office. The project is meeting with Kansas City office tomorrow to discuss certification and processes.

Discussion followed regarding the transfer of information. The project has been in discussions with the vendors. Nebraska's is the first system built on a Microsoft platform.

Technical Panel members asked about increased costs and change of scope due to the transfer issue. Decker stated that the federal government has just as much to lose in providing 90% of the funding. Mr. Ohmberger reported that there are no changes in the scope and cost. It is a fixed price contact.

PROJECT REVIEW – NEBRASKA STATE COLLEGE SYSTEM AND UNIVERSITY OF NEBRASKA - STUDENT INFORMATION SYSTEM
Ed Hoffman, State College System, and Rory Weaver, University of Nebraska

The project is acquiring a business intelligence tool. Conversions are underway for the course catalog and inventory is being conducted of current reports that are generated. The project is on time. A funding request was submitted to the Legislature. If it is not funded, the contingency plan is for each of the campuses to fund the balance of the project. The requested project organization chart was provided in the report. There are approximately 160 people involved. The project will report next month.

PROJECT REVIEW - STATEWIDE ONLINE ASSESSMENT SYSTEM, NEBRASKA DEPARTMENT OF EDUCATION
Pat Roschewski and Brent Gaswick

Legislation to change state testing was signed in March 2008. Since that time, the Department of Education has been working to implement NeSA (Nebraska State Accountability). The reading standard has not been revised since 1970's. Data Recognition Corporation (DRC) is the vendor. The month of March has been spent in training. The servers are located in Minnesota. The project will be conducting field testing from April 13 until May 1 using both online and paper methods. The math standards are being reviewed and revised with the anticipated completion date of September 1, 2009. Districts are opting to have local caching machines in order to control bandwidth. Lincoln Public Schools is using both local and internet caching.

The Department of Education staff provided a demonstration of the online testing website.

Ms. Horn asked about accessibility for students with disabilities. Ms. Roschewski stated that accessibility is still an issue for students doing online testing and that the project's operational team is addressing the issue. The vendor also has been made aware of this issue and will be discussing options. The only option at this point is for students to complete the test in paper format. Currently for the field testing, there are no provisions for accessibility other than providing a paper test. There are plans to have the test provided in Braille. Ms. Horn stated that if the testing is not operable without a mouse, it is not 501 compliant and schools would not be in compliance with the accessibility law. She recommended that the testing be run through JAWS as the vendor stated that it would. Members asked if the vendor had addressed this issue in other states. The panel recommended that the project review the NITC accessibility standard. Ms. Horn offered her assistance.

The Project will report at the next meeting.

DISCUSSION: PROJECT STATUS FORM (Pursuant to a motion on October 14, 2008, the Technical Panel committed to reviewing the form used for project status reporting.)

The Technical Panel wanted to review the form after it has been implemented for six months. Projects have reported that they like the form for reporting purposes and had no recommended changes. No changes will be made to the form at this time.

STANDARDS AND GUIDELINES - RECOMMENDATIONS TO THE NITC
NITC 7-403: Scheduling Standard for Synchronous Distance Learning and Videoconferencing (Revised), - Comments Received (3)

Comment #1: Mr. Winkle called Yvette Holly, University Medical Center, to discuss their recommended change in section 3.0:
     These standards do not apply to the following entities:
          • University of Nebraska (relating to the university's academic research and patient care mission)
A waiver could be requested and granted if needed.

Comment #2: Mr. Winkle indicated that a change in grammar was suggested and should be accepted.

Comment #3: Mr. Winkle spoke with Mr. Hoffman. No changes are needed to accomplish these items.

Mr. Langer moved to recommend approval of NITC 7-403: Scheduling Standard for Synchronous Distance Learning and Videoconferencing to the NITC with the grammar change suggested in Comment #2. Ms. Decker seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0. Motion carried.

Mr. Weir thanked Mr. Winkle for his work and efforts.

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)

Accessibility of Information Technology Work Group, Christy Horn. There was no further progress to report.

Learning Management System Standards Work Group, Kirk Langer. The work group held a meeting in February. Learning Edge conducted five forums on digital rights, learning management and content management. A few of the entities in attendance were the Educational Service Units Distribution team, NET, University of Nebraska Press, Nebraska Department of Education, the Library Commission, and a subset of the Nebraska Nursing School. The vendor currently is operating in five states. A question for future discuss is who will be in charge of the system.

Security Architecture Work Group, Brad Weakly. Mr. Weakly chaired his first meeting on March 17. The work group has decided to focus on the following three issues:
1. State directory and identity management
2. Portable devices
3. Update current standards

Mr. Weakly briefly discussed the Conflicker worm and the concerns associated with it.

Statewide Synchronous Video Network Work Group, Mike Winkle. The report was provided early.

OTHER BUSINESS

There was no Other Business.

NEXT MEETING DATE AND ADJOURNMENT

The next meeting of the NITC Technical Panel will be held on May 12, 2009, 9:00 a.m., Varner Hall, 3835 Holdrege Streets, in Lincoln, Nebraska.

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

The meeting was adjourned at 11:15 a.m.

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