

**TECHNICAL PANEL**  
Nebraska Information Technology Commission  
Tuesday, May 10, 2011, 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, NET

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

Mr. Weir called the meeting to order at 9:05 a.m. There were four members present at the time of roll call. A quorum existed to conduct official business. The meeting notice was posted to the NITC website and Nebraska Public Meeting Calendar on April 18, 2011. The agenda was posted to the NITC website on May 6, 2011. A copy of the Open Meetings Act was posted on the South wall of the meeting room.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF APRIL 12, 2011 MINUTES**

Mr. Winkle moved approval of the [April 12, 2011 minutes](#) as presented. Mr. Langer seconded. Roll call vote: Decker-Abstained, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-3, No-0, Abstained-1. Motion carried.

**ENTERPRISE PROJECTS**

[Project Status Dashboard](#) - Skip Philson

The Fusion Project report was not submitted. All projects appear to be on schedule. There are some concerns from the Public Safety Interoperability Project but these are variables that are out of the project's control. Members discussed the status of the MMIS Project.

Christy Horn arrived to the meeting.

Mr. Philson has been receiving feedback from agencies that the 5-page report form is time consuming. He would like to propose that agencies complete the 5-page for the first initial report and to develop a shorter form for project updates. The Technical Panel asked that a draft of the proposed report form be an agenda item for the next meeting.

**STANDARDS AND GUIDELINES (SET FOR 30-DAY COMMENT PERIOD), NITC 4-205: SOCIAL MEDIA GUIDELINES (REVISED)**

Purpose: The purpose of this document is to provide guidelines for the use of social media by state government agencies. Agencies may utilize these guidelines as a component of agency policy development for sanctioned participation using Social Media services, or simply as guidelines. State employees or contractors creating or contributing to blogs, microblogs, wikis, social networks, or any other kind of social media both on and off the Nebraska.gov domain need to be made aware of these guidelines or the guidelines of their agency. The State expects all who participate in social media on behalf of the State, to understand and to follow the appropriate

guidelines. These guidelines will evolve as new technologies and social networking tools emerge. The decision to utilize social media technology is a business decision, not a technology-based decision. It must be made at the appropriate level for each department or agency, considering its mission, objectives, capabilities, and potential benefits. Since these technologies are tools created by third parties, these guidelines are separate from state policies regarding privacy and cookies. Agencies may choose to author disclaimers to remind users that, at their own risk, they are leaving an official state website for one which is not hosted, created, or maintained by the State of Nebraska, and that privacy controls and the use of cookies becomes the jurisdiction of that third-party utility.

The standard was revised to provide more guidance to agencies on the handling of social media comments. The Webmasters group has reviewed the document.

**Mr. Langer moved to approve [revised NITC 4-205: Social Media Guidelines](#) for the 30-day public comment period. Ms. Decker seconded. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, Winkle-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.**

**STANDARDS AND GUIDELINES (SET FOR 30-DAY COMMENT PERIOD), NITC 5-204: LINKING A PERSONAL PORTABLE COMPUTING DEVICE TO THE STATE EMAIL SYSTEM & NEW FORM FOR DATA CLASSIFIED AS "CONFIDENTIAL".**

Purpose: This standard provides for the requirements to connect a personal Portable Computing Device ("PCD") to the State's email system. This standard does not apply to PCDs provided by the agency.

The current standard is for unclassified/public data. Although the Office of the CIO has recommended to agencies that confidential data not be accessible on mobile devices, there are agencies requesting this. The security policy has four security classification levels: Highly Restricted (not allowed on personal devices), Confidential (will use new form), Internal Use Only (will use Attachment A), and Unclassified/Public (will use Attachment A). Mr. Weakly will revise this version to include confidential data as well as a new form request for confidential data. Panel members requested the document be sent to them for review when it is posted.

**Ms. Horn moved to approve [NITC 5-204: Linking a Personal Portable Computing Device to the State Email System – New Form](#) for data classified as "Confidential" with the revisions discussed for the 30-day comment period. Mr. Langer seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.**

**REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (AS NEEDED)**

*Accessibility of Information Technology Work Group, Christy Horn.* The final regulations have not been released yet. Educational Testing Services (ETS) was at UNL campus and they brought CAL along with them. This is the company that is doing the State Department of Education's online assessment. When Ms. Horn spoke to them about the online assessment not being accessible to students, they were surprised and stated the state was not implementing the testing correctly. Ms. Horn assured them that the state was implementing the test correctly. ETS provided a contact person to follow up with regarding accessibility. ETS is very aware and involved with mobile device accessibility. The current Technology Access clause was adopted about 10 years ago and needs to be updated. State Purchasing provides this to vendors in a template with a link. The link takes them to the NITC Standards & Guidelines website which has three documents - the accessibility clause, the policy and the checklist. Ms. Horn will take this back to the work group for updating.

*Learning Management System Standards Work Group, Kirk Langer.* Mr. Langer had no new items to report. Mr. Rolfes reported that there will be an update presentation at the Education Council this afternoon on the Virtual School white paper. Mr. Weir reported that he and Ms. Decker were asked to meet with Dr. Breed but were instructed to wait until the white paper was released. No one from the Technical Panel has reviewed the white paper. Discussion topics included: Should the Virtual School be

classified as an enterprise project? Should there be state oversight? and Are the right persons involved with its development?.

*Security Architecture Work Group, Brad Weakly.* The Work Group has been working on the mobile device policies. Plans and keynote speakers are being finalized for the 2011 Cyber Security Conference to be held on July 26<sup>th</sup>. Last year the OCIO has had enough sponsors to pay for the conference expenses so that state employees could attend free of charge. This year may be questionable. Mr. Weakly has recently been working on a project with MS-ISAC (Multi-State Information Sharing and Analysis Center). MS-ISAC is organizing a group buy with SANS Institute for an 18 module online security human awareness training at a cost of \$1.15/person. The state will need to commit by July. Agencies have received the information to see if there is interest and if they feel it would be valuable. Mr. Weir suggested putting this information on the Network Nebraska website. PCI compliance is due June 1<sup>st</sup> for the State Treasurer's Office. Qualys vulnerability scans have been conducted for state agencies. IRS audits are coming up in June and July. This is done every three years and will involve the Office of the CIO, Department of Revenue, Health and Human Services, and the Department of Labor. The Work Group has been discussing standards and guidelines for cloud computing security regarding third parties handling of data. There is a Cloud Computing Alliance which is focusing on auditing and accountability rather than on technological aspects of cloud computing. The Work Group discussed possibly developing a "security" clause that would be included in all RFP. Mr. Weir asked Mr. Weakly if he would be willing to work with Joshua Mauk on a Security Management RFP for the University of Nebraska.

## **OTHER BUSINESS**

For a future meeting, it was suggested to have a discussion regarding IPv6. The Technical Panel needs to make sure we are operating in a coordinated fashion towards implementation of this new protocol.

## **ADJOURN**

Ms. Decker moved to adjourn. Mr. Langer seconded. All were in favor. Motion carried.

The meeting was adjourned at 10:20 a.m.

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