

**Technical Panel
of the
Nebraska Information Technology Commission**
Tuesday, November 8, 2011, 9:00 a.m.
Varner Hall - Board Room
3835 Holdrege Street, 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. Meeting notice was posted to the NITC website and Nebraska Public Meeting Calendar on September 21, 2011. The agenda was posted to the NITC website on November 4, 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 SEPTEMBER 13, 2011 MINUTES

Ms. Horn moved approval of the [September 13, 2011](#) minutes as presented. Mr. Langer seconded. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

Ms. Decker arrived to the meeting.

ENTERPRISE PROJECTS - Project Status [Dashboard](#)
Skip Philson, Project Manager, Office of the CIO

The Talent Management System Project has changed its name to Link – Human Capital Management. The project has two major phases due to the different tasks, focuses and time frames - human capital management and procurement. The Enterprise Content Management (ECM) Project is essentially complete. Mr. Philson asked the panel if they would like a final report presentation from the project. The panel confirmed they would. Mr. Philson will have them report at a future meeting.

STANDARDS AND GUIDELINES RECOMMENDATIONS TO THE NITC

NITC 5-102: MICROSOFT ENTERPRISE AGREEMENT – HOME USE PROGRAM POLICY

[Comments were received](#) (Comments in Blue, Staff Response in Red). The policy has gone before the State Government Council and the council recommends approval of the policy.

Ms. Horn moved to recommend approval of [NITC 5-102: Microsoft Enterprise Agreement – Home Use Program Policy](#). Ms. Decker seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

NITC 7-201: NETWORK EDGE DEVICE STANDARD FOR ENTITIES CHOOSING TO CONNECT TO NETWORK NEBRASKA (Revised)

This is a revised standard. No comments were received during the public comment period.

A question was raised by a member regarding the wording "Network Nebraska-Education". By putting this in the document, is it restricting the standard to only education participants and not all network participants? It was recommended to leave the new wording as-is for the first two references in Sections 2.1, and in Sections 3.4 and 4.2, but change the wording to just "Network Nebraska" for the rest of the document.

Mr. Winkle moved to recommend approval of the revised [NITC 7-201: Network Edge Device Standard For Entities Choosing To Connect To Network Nebraska](#) with the changes discussed. Mr. Langer seconded. Roll call vote: Langer-Yes, Weir-Yes, Winkle-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

[REQUEST FOR WAIVER](#) FROM REQUIREMENTS OF [NITC 8-302](#) - DEPARTMENT OF AGRICULTURE

Jeff Wild, Investigator, and Linda Taylor, Department of Agriculture

The Department of Agriculture's system at issue is used by veterinarians and relates to the transporting of animals, including diseased and high risk animals. Veterinarians use the system but not on a regular basis. Rather than having to change their passwords every 90 days, the agency would like the veterinarian's logon information to stay in place for easier access. No sensitive information is used. The agency averages 30 permits per week and would like a web-based self-service system so that veterinarians can enter data themselves. Currently, office staff takes the call and enters the data for them.

Mr. Weir weakly acknowledged the validity of the request, but would like to explore the issue further with the agency.

Mr. Langer moved to grant the waiver with the condition that the State Information Security Officer review the system and report back to the Technical Panel. Mr. Winkle seconded. Roll call vote: Weir-Yes, Langer-Yes, Horn-Yes, Decker-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstain-0. Motion carried.

PROJECT PROPOSALS - FY2012 DEFICIT BUDGET REQUESTS - RECOMMENDATION TO THE NITC - PUBLIC EMPLOYEES RETIREMENT SYSTEM - ([Full Text](#) | [Summary Sheet](#))

Only one deficit request was submitted. The Technical Panel reviews deficit requests for recommendation to the NITC. The request is for moving the agency's infrastructure to the Office of the CIO as part of an office move.

Ms. Decker moved to provide the following comments on Public Employees Retirement System project:

The Technical Panel, having reviewed the project proposal, finds that:

- 1. The project is technically feasible.**
- 2. The proposed technology is appropriate for the project.**
- 3. The technical elements can be accomplished within the proposed timeframe and budget.**

Mr. Langer seconded the motion. Roll call vote: Weir-Yes, Winkle-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 work group has not met.

Learning Management System Standards Work Group - Kirk Langer. No report.

Security Architecture Work Group - Brad Weakly. The work group has been working on developing a standard for external hosting. At the MS-ISAC National Conference, the organization developed a statement as to the importance and necessity of establishing a standard. It is the intent that the responsibility will be on the agency to make sure their data is protected if hosted by third party.

Intergovernmental Data Communications Work Group - Tim Cao. No report.

OTHER BUSINESS

There was no other business.

ADJOURN

With no further business, the chair adjourned the meeting at 10:00 a.m.

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