⚙ Technical Panel Meeting Agenda

Technical Panel

Tuesday, November 12, 2013 at 9:00 AM

Varner Hall – Board Room

3835 Holdrege Street

Lincoln, NE 68503

Meeting Documents

9:00 AM	**1.** Roll Call, Meeting Notice & Open Meetings Act Information	Chair
9:05 AM	**2.** Public Comment	Chair
9:10 AM	**3.** Approval of Minutes* - September 10, 2013	Chair
9:15 AM	**4.** Enterprise Projects	A. Weekly
	A. Project Closure* **1.** Nebraska State Patrol - Fusion Center **2.** Workers' Compensation Court - Adjudication Re-engineering	Cpt. Kevin Knorr
	B. Project Designation* **1.** Department of Administrative Services - E-1 Upgrade	
	C. Project Status Dashboard	
9:40 AM	**5.** Standards and Guidelines	R. Becker
	A. Recommendations to the NITC* **1.** NITC 8-301: Password Standard (Amendment) - Comments: None **2.** NITC 8-101: Information Security Policy (Amendment) - Comments: None	
	B. Requests for Waiver* **1.** Department of Revenue - Request for Waiver from the requirements of NITC 7-104. **2.** Department of Roads - Review and extend waiver granted on May 8, 2012	
10:00 AM	**6.** Project Reviews - 2014 Deficit Budget Requests*	R. Becker
	A. Department of Revenue (Full Text | Summary Sheet)	
10:10 AM	**7.** Election - Technical Panel Chair for 2014*	Chair
10:15 AM	**8.** Work Group Updates and Other Business	Chair
10:30 AM	**9.** Adjourn (Next Meeting - February 11, 2014)	Chair

* Denotes action items

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.

Meeting notice was posted to the NITC website and Nebraska Public Meeting Calendar on September 18, 2013. The agenda was posted to the NITC website on November 8, 2013. Nebraska Open Meetings Act

Tuesday, September 10, 2013 at 9:00 a.m.
Varner Hall - Board Room
3835 Holdrege Street, Lincoln, NE
MINUTES

MEMBERS PRESENT:
Walter Weir, CIO, University of Nebraska
Christy Horn, University of Nebraska
Brenda Decker, CIO, State 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 9:01 a.m. There were five 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 August 6, 2013. The agenda was posted to the NITC website on September 6, 2013. The Nebraska Open Meetings Act was posted on the South wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

Mr. Weir introduced Chris Wlaschin, the new Information Security Officer for the University of Nebraska. Mr. Wlaschin shared his background and experience with the group.

APPROVAL OF JULY 9, 2013 MINUTES*

Ms. Decker moved to approve the July 9, 2013 meeting minutes as presented. Mr. Langer seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Abstained. Results: Yes-4, No-0, Abstained-1. Motion carried.

ENTERPRISE PROJECTS

VOLUNTARY REVIEW PROJECT CLOSURE*- NEBRASKA STATE PATROL - LAW ENFORCEMENT MESSAGE SWITCH

At the May 4, 2013 Technical Panel meeting, the Technical Panel agreed to table closure of the project until there is a resolution to the vendor's final payment and completion of work. Suzi Fredrickson, Nebraska State Patrol, reported that the vendor has completed the contract tasks and payment has been made.

Ms. Decker moved to recommend closure of the Nebraska State Patrol - Law Enforcement Message Switch project. Mr. Winkle seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

PROJECT STATUS DASHBOARD
Andy Weekly, Office of the CIO

Nebraska State Patrol Fusion Center: The project has been production since last October and is 100% complete. It will be ready to be closed at our next meeting.
Nebraska State Accountability: At the July meeting, the project provided written response to the panel's concerns regarding accessibility and the use of mobile devices for testing. Mr. Weekly asked if the panel was satisfied with their response. Ms. Horn will document and send her concerns to Mr. Weekly. Mr.

Langer reported that Lincoln Public Schools (LPS) still has challenges with accessibility. This fall, LPS will be conducting a pilot project using tablets.

Nebraska Regional Interoperability Network: The completion date was changed to September 30, 2015 (from September 30, 2013). NEMA is struggling with issues of governance and maintenance of the network.

Adjudication Re-engineering: The finish date has been moved from January 31, 2014 to October 31, 2014.

NeSIS PeopleSoft Campus Solutions: The finish date has been moved from December 31, 2013 to September 31, 2014. Until the full extent of modifications required to meet the University's ADA compliance goals is determined it is difficult to predict if upcoming target dates will be missed.

STANDARDS AND GUIDELINES - RECOMMENDATIONS TO THE NITC*

NITC 4-201: Web Branding and Policy Consistency (Amendment)

No public comments were received. The State Government Council recommended approval.

Mr. Winkle moved to recommend approval of NITC 4-201 Web Branding and Policy Consistency (Amendment). Ms. Horn seconded. Roll call vote: Langer-Yes, Weir-Yes, Winkle-Yes, Decker-Yes, and Horn-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

NITC 5-401: Active Directory; User Photographs (New)
Purpose: Microsoft's Active Directory has an attribute (”thumbnailPhoto”) to store a thumbnail portrait photograph of each user. Other applications, including Microsoft Outlook and the Exchange Global Address List, will display these photographs automatically in the context of providing information about the user. This document provides guidance on the use of this feature in the State's shared Active Directory forest.

No public comments were received. The State Government Council will make their recommendation at their September meeting.

Ms. Horn moved to recommend approval of NITC 5-401: Active Directory; User Photographs. Mr. Langer seconded. Roll call vote: Weir-Yes, Langer-Yes, Horn-Yes, Decker-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

NITC 8-301.01: Password and Authentication Standard for Public Applications (New)

No public comments were received.

The current password standard addresses the password requirements for employees. Agencies considered these too stringent for some external users. As a result, the Security Architecture Workgroup developed this draft standard. After further discussions the Workgroup reconsidered their approach to the issue. The Workgroup decided to restructure the existing standard to focus on the data rather than the user accessing the data. More sensitive data would have stronger password requirements regardless of who was accessing the data. The Workgroup also revised the data classification categories. As a result of these recommended changes, this draft standard -- NITC 8-301.01 -- is no longer needed. The Workgroup recommended indefinitely postponing this standard.

Ms. Horn moved to indefinitely postpone NITC 8-301.01: Password and Authentication Standard for Public Applications. 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 8-301: Password Standard (Amendment)
Purpose: The purpose of this standard is to set the minimum requirements for passwords and the related system access requirements based on the data classification (NITC 8-101, § 4.6). These standards apply to all applications and directory structures within the state network.

NITC 8-101: Information Security Policy (Amendment)

The amendment (1) added asset classification categories to the standard and (2) revised a section to prohibit the use of rules to forward all mail from a state email account to a personal account.

Mr. Winkle moved to approve NITC 8-301: Password Standard (Amendment) and the NITC 8-101: Information Security Policy (Amendment) 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.

STANDARDS AND GUIDELINES - REQUEST FOR WAIVER*
Department of Correctional Services from the Requirements of NITC 8-301

Description of the problem or issue: Telestaff is designed to support notifications and signups associated with staff scheduling using multiple channels, including telephone and cellular phone. Outbound calls (offering overtime, or calling off-shift staff back to work) and inbound calls (requesting leave, or volunteering for extra duty) are a central function of the system and require user authentication. Most often, that authentication will occur using a telephone keypad. Most land line phones do not support capitalization or special character entry, and such entry is so cumbersome as to be unusable on phones that do support those characters. The Telestaff System is out of compliance with the NITC Password Standard Section 2.1 *Password Construction.*

Description of the agency's preferred solution, including a listing of the specific requirement(s) for which a waiver is requested:
- The Department of Correctional Services has implemented Password expiration requirements and password reuse requirements for the Telestaff system in compliance with the NITC 8-301 password standard. The Department requests the following action;
    - NITC waiver of Standard 8-301 Section 2.1 for the Telestaff System, contingent on continued enforcement of the following minimum requirements;
        - Passwords must change at least every 90 days
        - Cannot repeat any of the passwords used during the previous 365 days

Mr. Becker reported that Chris Hobbs had recommended approval of the waiver.

Mr. Langer moved to approve the Request for Waiver for the Department of Correctional Services from the requirements of NITC 8-301. Mr. Winkle seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

STATEWIDE TECHNOLOGY PLAN ACTION ITEMS

The NITC is updating the Statewide Technology Plan action plans. The Councils develop the action plans with input from the Technical Panel. Members were asked to send Mr. Becker any recommended changes.

NASCIO 2013 STATE I.T. RECOGNITION AWARDS FINALISTS

The State of Nebraska has three projects that are finalists for these awards. The winners will be announced at the NASCIO Annual Conference in October.

- Handicap Parking Permit Application and Management System, submitted by DMV/DHHS (Category: Government to Citizen)
- Nebraska Capitol Live Mobile App, submitted by NET (Category: Fast Track Solutions)
- Network Nebraska-Education, submitted by the OCIO (Category: Cross-Boundary Collaboration and Partnerships**)**

WORK GROUP UPDATES AND OTHER BUSINESS

There were no work group updates/reports.

The question was raised as to whether the Technical Panel should have discussions regarding cloud computing. The State Government Council's Security Architecture Workgroup will be addressing this topic and will provide a report at a future meeting.

Budget requests are due October 23. If there are any I.T. related requests, the Technical Panel will need to provide a technical review and recommendation at the next meeting.

ADJOURNMENT AND NEXT MEETING DATE

The next meeting of the NITC Technical Panel will be held on Tuesday, November 12, 2013 at 9 a.m. in Varner Hall.

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

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

Project Status Form

General Information				
Project Name				Date
Adjudication Re-engineering - Project 1a - Release of Liability E-Filing				11/6/2013
Sponsoring Agency				
Nebraska Workers' Compensation				
Contact	Phone	Email		Employer
Randy Cecrle	402-471-2976	randy.cecrle@nebraska.gov		WCC
Project Manager	Phone	Email		Employer
Randy Cecrle	402-471-2976	randy.cecrle@nebraska.gov		WCC

Project Start Date	09/01/2011	Project End Date	Oct 2014	Revised End Date	**CANCELLED**

Key Questions		Explanation (if Yes)
1. Has the project scope of work changed?	☒ Yes ☐ No	See Monthly Status Summary
2. Will upcoming target dates be missed?	☐ Yes ☐ No	See Monthly Status Summary
3. Does the project team have resource constraints?	☐ Yes ☐ No	See Monthly Status Summary
4. Are there problems or concerns that require stakeholder or top management attention?	☒ Yes ☐ No	See Monthly Status Summary

Summary Project Status

Any item classified as red or yellow requires an explanation in the Status box that follows this section. Additional priority items can be added to the list for status reporting.

Select one color in each of the Reporting Period columns to indicate your best assessment of:	Last Reporting Period [09/05/2013]			This Reporting Period [11/04/2013]		
1. Overall Project Status	☐ Red	☐ Yellow	☒ Green	☒ Red	☐ Yellow	☐ Green
2. Schedule	☒ Red	☐ Yellow	☐ Green	☒ Red	☐ Yellow	☐ Green
3. Budget (capital, overall project hours)	☐ Red	☐ Yellow	☒ Green	☒ Red	☐ Yellow	☐ Green
4. Scope	☐ Red	☐ Yellow	☒ Green	☒ Red	☐ Yellow	☐ Green
5. Quality	☐ Red	☐ Yellow	☒ Green	☒ Red	☐ Yellow	☐ Green

Color Legend

🟥	*Project has significant risk to baseline cost, schedule, or deliverables. Requires immediate escalation and management involvement.*
🟨	*Project has a current or potential risk to baseline cost, schedule, or deliverables. PM will manage based on risk mitigation planning.*
🟩	*Project has no significant risk to baseline cost, schedule, or project deliverables.*

Monthly Status Summary

Provide a summary of the project status since the last reporting period. (This summary will become part of the monthly NITC Dashboard.)

---------**Reporting Period Status Information**

The Presiding Judge has directed the project team to begin working with the Supreme Court and Nebraska Interactive LLC (hosting company of www.nebraska.gov) to pursue integrating with the E-Filing system used by the rest of the Nebraska courts.

Because of the change in direction, this will be the last report submitted to the NITC associated with this specific project.

---------**Project Description**

CANCELLED PROJECT DESCRIPTION

Project 1a - Release of Liability E-Filing is focusing on the development of one pleading type to complete the full end-to-end set of e-filing functions and limited changes to Clerks Review to process the submitted e-documents in the same manner as performed today with paper.

Significant Milestones (Met, Not Met, Scheduled) Insert additional lines as necessary.						
Milestone	Met	Not Met	Sche-duled	Original Date	Actual Date	Impact (if late)
Turnover of Test Plan for Adjudication Testing	☒	☐	☐	Apr, 2013	**April 4, 2013**	
Adjudication Management First, Second, and Third Cycle of Testing	☒	☐	☐	Apr-Aug, 2013	**Jul 2013**	
IT Fixes from First, Second, and Third Cycle of Testing	☒	☐	☐	Apr-Aug, 2013	**Aug 2013**	
Party Description Conversion Planning and Execution	☐	☒	☐	Oct 2013	**CANCELLED**	
Adjudication Management Final Testing	☐	☐	☐	Oct 2013	**CANCELLED**	
Webpage Language Development	☐	☐	☐	Nov-Jan 2013	**CANCELLED**	
Development of procedures for Internal clerk review	☐	☐	☐	Jan 2014	**CANCELLED**	
Staff demonstration, parallel/simulation testing using actual paper filings	☐	☐	☐	Feb 2014	**CANCELLED**	
Critical Help Page Language Development	☐	☐	☐	Mar-Apr 2014	**CANCELLED**	
Preparation for external demonstration and Beta testing.	☐	☐	☐	Apr-May 2014	**CANCELLED**	
Presiding Judge and Court Administrator demonstration.	☐	☐	☐	Apr 2014	**CANCELLED**	
Demonstration and/or Beta testing with limited external attorney offices (See Decision Points for further information.)	☐	☐	☐	Jun-Aug 2014	**CANCELLED**	
Secondary Help Page Language Development	☐	☐	☐	Jun-Sep 2014	**CANCELLED**	
Limited production roll-out by invitation. A limited set of attorneys will be invited to sign-up for the system for the first couple of months to manage and control the roll-out.	☐	☐	☐	Aug-Sep 2014	**CANCELLED**	
Full production roll-out available to all attorneys wishing to sign-up and use the system on a volunteer basis.	☐	☐	☐	Oct 2014	**CANCELLED**	

Project Issues Insert additional lines as necessary.				
Description	**Impact on Project - (H,M,L)**	**Date Resolution is Needed**	**Issue Resolution Assigned to**	**Date Resolved**
Implementation by OCIO of Analytics Reporting Service (Oracle BI Publisher) in a production environment for the generation of PDFs. **Status:** OCIO has installed in production. Preliminary testing indicates that security and access issues have been resolved. WCC IT staff will continue testing and working with OCIO to resolve access issues. Currently servers are having SSL certificate issues and OCIO is working to install the new certificates. Previous month status July 9, 2013 email from Kevin Keller (OCIO) Still targeting August 1st… We do have a work around if we can't get this working in 11g. We will have you use 10g. We are still determining if the issue is 11g or security. We discussed with Oracle this morning and may need to engagement them on this after trying several more things. WCC Notes: The security issues are holding WCC up from accessing the administration features to upload templates, etc. before we can begin testing the APIs.	H	EOM Aug 2013	Kevin Keller - OCIO	Aug 2013, OCIO installed in production.

Impact: **H=High -** major impact on time, scope, cost. Issue must be resolved. **M= Medium**- moderate impact to time,

scope, cost. **L=Low**- Issue will not impact project delivery

Project Risks	Insert additional lines as necessary.			
Major Risk Events	High Medium Low	Risk Mitigation		Mitigation Responsible Party
Adoption by attorney offices of the court e-filing drafting system instead of their systems to produce the formatted pleadings for e-filing in place of uploading e-documents prepared on their systems.	**CANCELLED**			Presiding Judge and Clerk of the Court

Decision Points Insert additional lines as necessary. Use this section to document any major decisions that impact target dates, scope, cost, or budget.			
Decision Point	Decision Due Date	Decision made by (name or names)	Decision's Impact on Project
Change requests from attorney offices during testing.	Jun-Aug 2014	Presiding Judge and Clerk of the Court	**CANCELLED**

**Comparison of Budgeted to Actual Expenditures**
Use a chart like the following to show actual expenditures compared to planned levels. Break the costs into other categories as appropriate.

Fiscal Year [2012] – This is an internal development project utilizing WCC information technology staff and any application services provided by the OCIO. Limited cash expenditures have been made for PDF stamping software.

| Budget Item	Actual Costs to Date	Estimate to Complete	Total Estimated Costs	Total Planned Budget
Salaries	Internal staff, not tracked			
Contract Services	$0	$0	$0	$0
Hardware	$0		$0	$0
Software	$6,759.14	$0	$6,759.14	$6,759.14
Training	$0	$0	$0	$0
Other Expenditures*	$0	$0	$0	$0
Total Costs	$6,759.14		$6,759.14	$6,759.14
Other Expenditures include supplies, materials, etc.				

Additional Comments / Concerns   Use this section to insert comments / concerns not included in any other section.

Project:	**LINK – Procurement**			Contact:		**Bo Botelho**
Start Date	01/14/2013	Orig. Completion Date	10/31/2013	Revised Completion Date		01/06/2014
	November	September	July	June	May	April
Overall Status	🟢	🟢	🟢	🟢	🟢	🟢
Schedule	🟢	🟢	🟢	🟢	🟢	🟢
Budget	🟢	🟢	🟢	🟢	🟢	🟢
Scope	🟢	🟢	🟢	🟢	🟢	🟢

Project Estimate: $1,895,800 ($1,145,521.77 has been expended)

Comments

November update:
Currently in the new P.1 Tenant validating Business Process design and functionality.

Additional Comments/Concerns:
None

Project:	**Network Nebraska Education**			Contact:		**Tom Rolfes**
Start Date	05/01/2006	Orig. Completion Date	06/30/2012	Revised Completion Date		07/01/2013
	November	September	July	June	May	April
Overall Status	🟢	🟢	⚪	🟢	🟢	🟢
Schedule	🟢	🟢	⚪	🟢	🟢	🟢
Budget	🟢	🟢	⚪	🟢	🟢	🟢
Scope	🟢	🟢	⚪	🟢	🟢	🟢

Project Estimate: $675,998

Comments

November update:
Looking ahead to 7/1/2014, at least 14 new non-member entities in Southeast Nebraska have expressed interest in Network Nebraska-Education participation. This would require the Network Nebraska-Education backbone to be extended through an aggregation circuit to ESU 6 (Milford) and possibly a second one to ESU 5 (Beatrice). Backbone bandwidth capacity will be maxed out due to the limitations on the current contract with NebraskaLink. UNCSN network engineers are proceeding with planning and eventual implementation of the Internet2 Commercial Peering Service, Intrusion Prevention Services, and a dark fiber project to Grand Island/Kearney. The Network Nebraska Advisory Group (NNAG) and the Collaborative Aggregation Partnership (CAP) will be considering Affiliate Member criteria and fees at their meeting on November 20. The upcoming November-December RFP will have a smaller than usual list of circuits to be bid. UNL/UNCSN bid commodity Internet during Summer 2013 and the unit rates are much lower with the new contractor.

September update:
As of September 1, 2013, the UNCSN staff successfully transferred approximately 70 WAN circuits between 7/1/2013 and 8/9/2013 as their telecom providers have changed. Commodity Internet projections for 2013-14 show a 95% increase in Internet demand for K-12. Backbone bandwidth capacity will be maxed out due to the limitations on the current contract with NebraskaLink. UNCSN network engineers are proceeding with planning and eventual implementation of the Internet2 Commercial Peering Service, Intrusion Prevention Services, and a dark fiber project to Grand Island/Kearney. The Network Nebraska Advisory Group (NNAG) and the Collaborative Aggregation Partnership (CAP) finalized the 2013-14 Participation

Fee and Interregional Transport fee structures on June 12 and they were sent out to all Participants on or before July 19, 2013.

Additional Comments/Concerns:
The Network Nebraska-Education Participation Fee fund account has not received UNCSN's 1st quarter project invoice as of the date of this report, but it is expected, soon. UNCSN's 2nd quarter project invoice for 2013-14 should arrive in early February.

Project: **Nebraska Statewide Radio System (formerly Public Safety Wireless)**   **Contact:**   **Mike Jeffres**

Start Date	06/01/2009	Orig. Completion Date	09/30/2013	Revised Completion Date	
	November	September	July	June	May	April
Overall Status	🟢	🟢	⚪	⚪	⚪	🟢
Schedule	🟢	🟢	⚪	⚪	⚪	🟢
Budget	🟢	🟢	⚪	⚪	⚪	🟢
Scope	🟢	🟢	⚪	⚪	⚪	🟢

Project Estimate: $11,038,000 ($10,158,000 has been expended)

Comments

November update:
System checklist and final deliverables in process.

Additional Comments/Concerns:
System acceptance and project closeout in process.

Project: **Fusion Center**   **Contact:**   **Kevin Knorr**

Start Date	04/13/2010	Orig. Completion Date	06/11/2011		Completion Date	08/01/2013
	September	July	June	May	April	February
Overall Status	🟢	⚪	🟢	🟢	🟢	🟢
Schedule	🟢	⚪	🟢	🟢	🟢	🟢
Budget	🟢	⚪	🟢	🟢	🟢	🟢
Scope	🟢	⚪	🟢	🟢	🟢	🟢

Project Estimate: $3,120,894.26 – actual costs to date

Comments

September update:
The project has been completed in August 2013.

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of November, 2013

Project:	**Nebraska State Accountability (NeSA) – Year 2013-14** (formerly Statewide Online Assessment)	Contact:	**John Moon**

Start Date	07/01/2010	Orig. Completion Date	06/30/2011	Revised Completion Date	06/30/2014

	November	September	July	June	May	April
Overall Status	🟢	🟢	🟢	⚪	🟢	🟢
Schedule	🟢	🟢	🟢	⚪	🟢	🟢
Budget	🟢	🟢	🟢	⚪	🟢	🟢
Scope	🟢	🟢	🟢	⚪	🟢	🟢

Project Estimate: $5,212,085 ($1,608,707.64 has been expended)

Comments

November update:
During the first week of October, NeSA and Check4Learning (C4L) trainings were presented on site across Nebraska. Several districts were visited by the DRC (Data Recognition Corporation) Tech team to present the INSIGHT system within the selected districts and address any district questions. No issues with the INSIGHT system were identified.

In addition to the WebEx trainings on NeSA Enrollment intended for District Assessment Contacts (October 1-3), trainings for District Technology Coordinators were presented during the week of October 22 through 24.

From October 28 through 31, DRC INSIGHT Online Learning System previews were presented at four locations throughout the state on the eDIRECT Test Setup and the Check4Learning system. Demonstrations of the new software were presented by DRC staff members. District questions were answered.

WebEx sessions on the C4L system will be presented on November 4-5, 2013. DRC provides technical support as well as system support during C4L usage. Districts will have access to the C4L system on November 17. Student names and IDs will be uploaded from NDE.

NDE requested each district name a District Technical Contact for 2013-2014. All districts have submitted a person for position. DRC has published INSIGHT Technology User Guide that includes installation instructions, system readiness guidance, troubleshooting tips, and frequently asked questions (FAQ). Districts also submit a security agreement from each principal and DAC in the districts.

September update:
The timeline for 2013-2014 NeSA and Check4Learning was finalized by DRC (Data Recognition Corporation) and NDE (Nebraska Department of Education) in July 2013.

DRC INSIGHT will be the computer-based test administration system for 2013-2014 writing, reading, math, and science assessments. Presentations by NDE and DRC were made at NDE's Administrator Days on July 31, 2013 covering:

- eDIRECT Enrollments grid options
- Difference between the JAVA and Web-based DRC INSIGHT test engines
- Secure browser web-based version and "public version" downloads of test engine
- Unlocking, regenerating, and invalidating student tests in INSIGHT
- Activating accommodations for DRC INSIGHT
- NeSA – Practice writing tests
- District Technology Visits

During late September and early October, NDE and DRC have scheduled technology visits for 10 districts to provide

INSIGHT technical and test setup information to prepare for the transition from the previous online system.

The 2013 Technical Report was posted to the Statewide Assessment Website on September 3, 2013.

Additional Comments/Concerns:
Nebraska State Accountability (NeSA) is a statewide assessment system mandated by Nebraska Statute. Nebraska Department of Education has contracted with Data Recognition Corporation (DRC) to continue the development of the assessment system including management, development, delivery, administration, scanning/imaging, scoring, analysis, reporting, and standard setting for the online and pencil/paper reading, science, and mathematics tests for July 1, 2012 through June 30, 2013.   DRC will facilitate the delivery, administration, scanning/imaging, scoring, analysis, and reporting for the alternate pencil/paper reading, science, and mathematics tests during the same assessment window.   Online writing assessment will be added to the NeSA system in 2012 for grades 8 and 11.

Student data will be transferred from the Nebraska Student Staff Record System (NSSRS) to DRC's student data assessment system. The online subcontractor Computerized Assessments & Learning (CAL) for the online components of the assessment system will upload the student data from DRC. Schools will install CAL's software on local computers and software updates will be automatically uploaded when students log onto the assessment system. The student responses are cached on the local computer and sent to CAL. Each district has used CAL's school capacity process to evaluate online requirements for NeSA testing. The student responses for secure online assessments will be collected by CAL and transferred to DRC for analysis and reporting. During spring 2013, NDE is estimating that over 125,000 students will participate online in the Reading, Science, and Mathematics testing while about 40,000 students will complete the writing assessment online. Whereas the NeSA reading/science/math test window is from March 25 through May 3, 2013, the NeSA writing test window is January 21 through February 8, 2013. Test administrators will be able to monitor testing during the test window and review test results immediately after test administration (raw scores only).   DRC's comprehensive corrections system will permit NDE to correct student records for duplicates, incorrect school assignment, etc during the month of May for writing and June for the reading, math, and science. Complete reporting of student results to districts, schools, and parents from DRC will be completed in August 2013 and reported in the State of the Schools Report in October 2013.

Project:	**Nebraska Regional Interoperability Network (NRIN)**	Contact:	**Sue Krogman**		
Start Date	10/01/2010 Orig. Completion Date	06/01/2013	Revised Completion Date		9/30/2015
	November	September	July	June	May	April

	November	September	July	June	May	April
Overall Status	🟢	🟢	🟡	🟡	🟡	🟡
Schedule	🟢	🟢	🟡	🟡	🟡	🟢
Budget	🟢	🟢	🟢	🟢	🟢	🟢
Scope	🟢	🟢	🟢	🟢	🟢	🟢

Project Estimate: $9,649,675 ($6,155,324 has been expended as of August 29, 2013)

Comments

NEMA is struggling with issues of governance and maintenance of the network. Governance would be needed at the local jurisdiction and not at the state agency (there is no state agency is heading the project, it's all run at the local jurisdiction). There is no formal governance heading the project.

November update:
Efforts at building new towers have been hindered due to FCC concerns and flight paths in the South Central Region. Efforts are continuing with the build-out of the system in the east end of the state.

September update:
Environmental reviews for identified sites in the northeast and southeast regions have been submitted and approved with none pending at this time although more are expected to be identified. NEMA identified other 2010 SHGP funds that were not being spent by some Regions before the grant period expired and those funds have been approved to use for this project which will lessen the demand for 2011 funds and future grant year dollars. Efforts continue in the Southeast, Northeast and South Central Regions to build new or move existing communications towers for use for this system. Funding timelines are problematic for this process due to the environmental review and bidding processes.

Additional Comments/Concerns:
It's possible that upcoming target dates might be missed. Based on the uncertainty of the infrastructure needed for the project and the time involved in obtaining the environmental approvals to proceed with the project, any target dates are fluid. In addition there has been a delay in completing, testing and accepting the Pilot Ring primarily due to the difficulty in locating adequate tower sites and negotiating leasing agreements and/or MOU's.

Project: MMIS — Contact:

Start Date	N/A	Orig. Completion Date	N/A	Revised Completion Date		N/A
	November	September	July	June	May	April
Overall Status						
Schedule						
Budget						
Scope						

Project Estimate:

Comments

Project On Hold until renewed

Project: Adjudication Re-engineering (Phase 1A) — Contact: Randy Cecrle

Start Date	09/01/2011	Orig. Completion Date	06/30/2012	Revised Completion Date		10/31/2014
	November	September	July	June	May	April
Overall Status	Red	Green	Green	Green	Green	Green
Schedule	Red	Red	Green	Green	Yellow	Green
Budget	Red	Green	Green	Green	Green	Green
Scope	Red	Green	Green	Green	Green	Green

Project Estimate: $6,800 (staff salaries are tracked internally and not reported)

Comments

November update:
The Presiding Judge has directed the project team to begin working with the Supreme Court and Nebraska Interactive LLC (hosting company of www.nebraska.gov) to pursue integrating with the E-Filing system used by the rest of the Nebraska courts.

Because of the change in direction, this will be the last report submitted to the NITC associated with this specific project.

---------**Project Description**

CANCELLED PROJECT DESCRIPTION

Project 1a - Release of Liability E-Filing is focusing on the development of one pleading type to complete the full end-to-end set of e-filing functions and limited changes to Clerks Review to process the submitted e-documents in the same manner as performed today with paper.

September update:

The finish date has been moved from January 31, 2014 to October 31, 2014. Upcoming target dates will be missed due the availability of Adjudication staff to complete their tasks by daily operational activities, the training of new staff to maintain daily operations and the mandatory conversion of Adjudication procedures from Lotus Notes in June, 2014. The issues identified have been reviewed and analyzed by the project team against the project schedule and the impact of the schedule has been reviewed with management.

The third cycle of internal user acceptance testing and IT fixes identified in the testing are completed.

Additional Comments/Concerns:

None

Project:	**District Dashboards**			Contact:	**Dean Folkers**	
Start Date	07/01/2013	Orig. Completion Date	06/30/2015	Revised Completion Date		
	November	September	July	June	May	April
Overall Status	⚪	🟢	🟢	🟢	⚪	⚪
Schedule	⚪	🟡	🟡	🟡	⚪	⚪
Budget	⚪	🟢	🟢	🟢	⚪	⚪
Scope	⚪	🟢	🟢	🟢	⚪	⚪

Project Estimate: $213,518 ($173,348.28 has been expended, grant funds only)

Comments

November update:

No report for November

September update:

Dashboard design team efforts to collect insights on the questions to be addressed have been completed. Results from the statewide information gathering efforts have been recorded and are being shared with Pilot districts. On August 21, 2013 NDE hosted representatives from Double Line Partners to provide an in-depth discussion of development and implementation of the Ed-Fi dashboard in Nebraska. Joining NDE were representatives from the ESUCC and Network Nebraska. NDE held an introductory webinar for Pilot School Districts and other partners on August 30, 2013. At this meeting, a revised project timeline and expectations were reviewed. The Ed-Fi base dashboard solution was demonstrated. Districts were asked to re-view the webinar with key local stakeholders, test the Ed-Fi base dashboard solution using connection information provided to districts, and contact NDE by September 13, 2013 to reaffirm their intent to commit to the pilot process. NDE is working with representatives from the University of Nebraska's In Common identity management process (Bret Bieber), along with ESUCC staff promoting similar efforts at the secondary education level (Scott Isaacson) to align efforts with dashboard requirements. NDE has met with and is working on an agreement for services relative to the hardware/software requirements of making the Ed-Fi dashboard a reality with the ESUCC and Network Nebraska. On August 27, 2013 NDE produced a completed draft version of Data Literacies, Concepts, and Indicators to serve as the base from which training materials will be developed for data analysis in school districts. Development of the Research and Evaluation division of NDE continues with collaborations with UNL and other Non-profit stakeholder organizations. An SLDS website has been developed, is currently live, and is being populated with relevant SLDS-related information.

July update:
It's possible that upcoming target dates could be missed. May need a no-cost extension due to late start on projects.

Dashboard pilot district applications have been received from 15 districts. Eight reviewers are currently reading and rating the applications. Finalists are expected to be determined by the end of July. Contracts will then be written for the September board meeting. The 24 members of the Design Team have submitted their Top 10 data needs and Top 10 questions to be answered by the dashboard. The responses are being collated and will be analyzed to identify the priorities for Nebraska. The Policy Advisory Committee met on June 26 and was apprised of progress to date. NDE has downloaded the source code and sample dashboards from Ed-Fi. The State Board has approved the purchase of 6 additional servers. NDE has begun discussions with OCIO about housing the dashboard on Network Nebraska.

Additional Comments/Concerns:
None

The project(s) listed below are reporting voluntarily and is not considered as an Enterprise Project by the NITC.

Project:	**NeSIS PeopleSoft Campus Solutions ADA Compliance**		Contact:		**Jim Zemke**	
Start Date	08/01/2010	Orig. Completion Date	12/31/2011	Revised Completion Date		~~12/31/2013~~ 09/01/2014
	November	September	July	June	May	April
Overall Status	⚪	🟡	⚪	🟡	🟡	⚪
Schedule	⚪	🟡	⚪	🟡	🟡	⚪
Budget	⚪	🔴	⚪	🔴	🔴	⚪
Scope	⚪	🔴	⚪	🔴	🔴	⚪

Project Estimate: TBD

Comments

November update:
No report for November

September update:
The finish date has been moved from December 31, 2013 to September 31, 2014. Until the full extent of modifications required to meet the University's ADA compliance goals is determined it is difficult to predict if upcoming target dates will be missed.

Work in progress to establish a clearly defined UN institutional position concerning "reasonable accommodation", evaluate the current ADA compliance level of our SIS system, and develop a strategy and plan to address any compliance issues. Additional staff has been added to the NeSIS project team recently and will assist in this effort. Compliance testing against the base Campus Solutions system will be completed first. Then we will begin evaluation of the additional applications related to SIS processing (e.g. the campus SIS portals, the Online Admissions application, etc.) that we have implemented. Required modifications will then be reviewed and prioritized and implemented as quickly as possible.

June update:
Work in progress to develop a plan to establish a clearly defined UN institutional position concerning "reasonable accommodation", evaluate current ADA compliance level of our SIS system, and develop a strategy to address any compliance issues.

Additional Comments/Concerns:
The vendor has certified the Campus Solutions student information system was ADA compliant. However, subsequent analysis indicates that some accessibility issues do exist and the level of compliance provided may not be adequate. Also, additional functionality beyond that included in the base Campus Solutions system has also been implemented and those functional components will also have to be evaluated.

Project:	**AFIS Upgrade**			Contact:		**Anthony Loth**
Start Date	6/01/2013	Orig. Completion Date	2/13/2014	Revised Completion Date		--
	November	September	July	June	May	April
Overall Status	🟢	🟢	🟢	🟡	⚪	⚪
Schedule	🟢	🟢	🟡	🔴	⚪	⚪
Budget	🟢	🟢	🟢	🟡	⚪	⚪
Scope	🟢	🟢	🟢	🟡	⚪	⚪

Project Estimate: $750,000 ($150,000 has been expended)

Comments

November update:
This project continues to progress smoothly and remains on target for our December 13 go-live date. The Installation/Transition plan has been fully approved. MorphoTrak ran into some issues regarding data migration so they have made the decision to do the data migration on-site in Nebraska. To accomplish this, MorphoTrak will need to move up the milestone date for Hardware Delivery and On-site installation of the hardware. Delivery is not scheduled for Tuesday, November 4 and installation will be completed on November 5. Data Migration will also be moved up to begin on November 5 or 6 instead of November 13. When all is said and done, doing the data migration on-site will eliminate a couple of import/export steps that will ultimately shave off two weeks processing time from the original plan. All other dates remain unchanged.

September update:
This project continues to progress smoothly. The Requirements Definition and the Site Preparation Survey documents have both been approved and MorphoTrak has provided NSP with the first draft of the Acceptance Testing Plan for review. We are scheduled to begin bi-weekly progress meetings with the MorphoTrak and NSP upgrade teams on September 4. MorphoTrak received the hardware for the upgrade on 8/23/13, 13 days ahead of schedule. MorphoTrak has cloned the NSP system at their Anaheim location to aid in the project work.

Additional Comments/Concerns:
None

Color Legend		
●	Red	**Project has significant risk to baseline cost, schedule, or project deliverables.** **Current status requires immediate escalation and management involvement.** Probable that item will **NOT** meet dates with acceptable quality without changes to schedule, resources, and/or scope.
●	Yellow	**Project has a current or potential risk to baseline cost, schedule, or project deliverables.** **Project Manager will manage risks based on risk mitigation planning.** Good probability item will meet dates and acceptable quality. Schedule, resource, or scope changes may be needed.
●	Green	**Project has no significant risk to baseline cost, schedule, or project deliverables.** Strong probability project will meet dates and acceptable quality.
●	Gray	**No report for the reporting period or the project has not yet been activated.**

AMENDMENTS TO NITC 8-301

1. Strike the original sections and insert the following new sections:

Title: Password Standard
Category: Security Architecture
Applicability: Applies to all state agencies, boards, and commissions, excluding higher education

1. Purpose
The purpose of this standard is to set the minimum requirements for passwords and the related system access requirements based on the data classification (NITC 8-101, § 4.6).

1.1 Scope
The scope of this standard is restricted to passwords that are used to authenticate users to networks or applications.

1.2 Minimum Password Complexity Construction
The following are the minimum password requirements for State of Nebraska passwords:
- Must contain a minimum 8 characters
- Must contain at least three (3) of the following four (4) :
  - At least one (1) upper case character
  - At least one (1) lowercase character
  - At least one (1) numeric character
  - At least one (1) symbol
- Cannot repeat any of the passwords used during the previous 365 days.

2. Standard
In addition to the Minimum Password Complexity outlined in section 1.2, additional password requirements are necessary for differing levels of data classification when authenticating users to networks or applications. The highest data classification level that a user has access to during an authenticated session will determine the additional password requirements. All employees and contractors of the State of Nebraska shall use a password that follows at least a confidential level of authentication when logging into a state network or application.

2.1 Highly Restricted
Information that is deemed highly restricted requires the highest level of security. A password used to access Highly Restricted information must follow the password

complexity rules outlined in section 1.2 and must contain at least 2 of the following additional requirements:

- Multi Factor Authentication
- Expire after 60 days
- Minimum Password Age set to 15 days

2.2 Confidential
Information that is deemed Confidential requires a high level of security. A password used to access Confidential information must follow the password complexity rules outlined in section 1.2 and must contain the following additional requirement:

- Expire after 90 days

2.3 Managed Access Public
Information that is deemed Managed Access Public requires minimal level of security and need not comply with section 1.2 of this policy. Typically this data would not include personal information but may carry special regulations related to its use or dissemination. Managed Access Public data may also be data that is sold as a product or service to users that have subscribed to a service.

2.4 Public
Information that is deemed Public requires no security and need not comply with section 1.2 of this policy. This information should be restricted to view only.

3.0 Non Expiring Passwords
Non Expiring Passwords require a unique high level of security. Typically this information is confidential in nature and must follow the requirements in section 1.2. The additional requirements for access to confidential data with a non-expiring password are:

- Must contain at least one of the following additional security features:
  - Extended password length to 10 characters
  - Personal security question may be asked
  - Multi Factor Authentication
  - Any feature not included on this list may also be utilized upon approval of the State Information Security Officer or upon enactment of federal, state or departmental laws, policies or directives.

3.1 Automated System Accounts

Agencies may use non-expiring passwords for automated system accounts. Examples of automated system accounts include those that act as an intermediary between the public user and state systems, internal system to system interfaces, perform backups or run batch jobs.

3.2 Multi-user Computers

Agencies may use non-expiring passwords on multi-user computers. Examples of multi-user computers include those computers in kiosks or training labs, where users have limited or restricted access to state resources.

3.3 System Equipment/Devices

Agencies may use non-expiring passwords for system equipment/devices. It is common for many devices (e.g. IP cameras, HVAC controls) in today's IT environment to utilize login capabilities to protect the device from unauthorized access. While many of these devices make use of a user ID and password in a manner similar to those found while authenticating a user, the distinction to be made is that the User ID is used to authenticate the device itself to the system and not a person.

State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines

AMENDMENTS TO NITC 8-101

1. Section 4.6 is amended to read:

    4.6 ~~Asset~~ Data Classification
    Data is a critical asset of the State of Nebraska. All staff have a responsibility to protect the confidentiality, integrity, and availability of data generated, accessed, modified, transmitted, stored or used by the State of Nebraska, irrespective of the medium on which the data resides and regardless of format (such as in electronic, paper or other physical form).

    Agencies are responsible for establishing and implementing appropriate managerial, operational, physical, and technical controls for access to, use of, handling of, transmission of, and disposal of State data in compliance with this policy and the agency Records Retention schedule. The agency data owner should carefully evaluate and determine the appropriate data sensitivity or classification category for their information. Assigning classifications determines day-to-day practices with information: how it is handled, who handles it, how it is transported, stored, who has access, where it can go, etc.

    Data owned, used, created or maintained by the State is classified into the following four categories:

    - ~~Public~~
    - ~~Internal Use Only~~
    - ~~Confidential~~
    - ~~Highly Restricted~~

    (~~See~~ NITC Security Officer Handbook)

    - Highly Restricted. This classification level is for the most sensitive information intended strictly for use within your organization and controlled by special rules to specific personnel. Examples of this type of data include Federal Tax Information (FTI), Patient Medical Records covered by Health Insurance Portability and Accountability Act (HIPAA), Payment Card Industry (PCI) information, and any other information regulated by State or Federal regulations. This level requires the greatest security protection and would have a high impact in the event of an unauthorized data disclosure.

    - Confidential. This classification level is for sensitive information that may include Personally Identifiable Information (PII) intended for use within your organization. This level requires a high level of security and would have a considerable impact in the event of an unauthorized data disclosure.

- Managed Access Public. This classification level is for information that is public in nature but may require authorization to receive it. This type of information requires a minimal level of security and would not have a significant impact in the event of data disclosure. This type of information does not include personal information but may carry special regulations related to its use or dissemination. Managed Access Public data may also be data that is sold as a product or service requiring users to subscribe to this service.

- Public. This classification is for information that requires no security and can be handled in the public domain.

2. Section 4.8.2.1 is amended to read:

4.8.2.1 Security of Electronic Mail

Electronic mail provides an expedient method of creating and distributing messages both within the organization and outside of the organization. Users of the state E-mail system are a visible representative of the state and must use the system in a legal, professional and responsible manner. ~~Users must comply with this policy, the Records Management Act, and be knowledgeable of their responsibilities as defined in~~ ~~NITC Secure E-Mail for State Agencies~~. An account holder, user, or administrator of the State email system must not setup rules, or use any other methodology, to automatically forward all emails to a personal or other account outside of the State of Nebraska network.

3. All NITC Standards and Guidelines which reference data classification categories modified in Section 1 of this Amendment are amended accordingly.
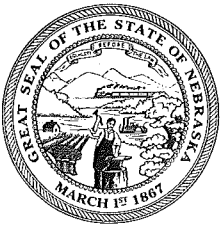
STATE OF NEBRASKA
DEPARTMENT OF REVENUE
Douglas A. Ewald, *Tax Commissioner*
P.O. Box 94818 • Lincoln, Nebraska 68509-4818
Phone: (402) 471-5729 • www.revenue.ne.gov

October 7, 2013

Brenda Decker
Chief Information Officer
501 South 14th Street, 4th Floor
PO Box 95045
Lincoln, NE 68509-5045

RECEIVED

OCT 0 8 2013

OFFICE OF THE CIO

Dear Brenda:

The Lottery & Charitable Gaming Division of the Nebraska Department of Revenue is requesting a waiver from NITC 7-104: Web Domain Name Standard.
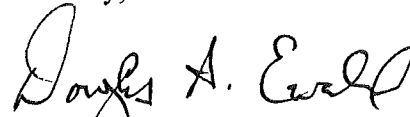
The Nebraska Lottery has used nelottery.com as its primary web portal for almost 20 years. This address is listed on all of our tickets and marketing materials. It is also the home of the Lottery's MVP Club loyalty program, with over 90,000 users.

Complying with the NITC standard would mean the loss of a valuable domain name for marketing Lottery products. It would cause confusion for our players, who rely on the website as their primary source of information about the Nebraska Lottery. Changing to a nebraska.gov domain would also prevent us from entering into online advertising and co-promotion arrangements with private businesses such as Lottery retailers – arrangements that have been effective in the past for raising awareness of our products.

In addition to marketing benefits, retaining nelottery.com for the Nebraska Lottery would prevent a malicious group from using the domain in the future. Already there are phishing sites purporting to be the official Nebraska Lottery website using similar domain names. It is almost certain that nelottery.com would be acquired for this purpose if the domain was released.

For these reasons, we request that nelottery.com be exempted from the Web Domain Name Standard. Please contact Shawn Fotinos, Infrastructure Support Analyst/Lead at 402-471-6115 or shawn.fotinos@nebraska.gov if you need any additional information.

Sincerely,

Douglas A. Ewald
Tax Commissioner

DAE:nw

cc: Jim Haynes, Shawn Fotinos

Technical Panel
of the
Nebraska Information Technology Commission

Excerpt from Technical Panel Minutes for May 8, 2012

STANDARDS AND GUIDELINES - REQUESTS FOR WAIVER

Department of Roads - Request for Waiver from requirements of NITC 8-302*

Mr. Weakly recommended granting a temporary waiver for 18 months until issues regarding the public forest, active directory and the cloud are addressed. The Security Architecture Work Group will be developing a long term vision for identity management which would be accomplished in phases and endorse it by the NITC.

Mr. Winkle moved to grant the waiver for a period of 18 months. The State Information Security Officer is requested to provide an update to the Panel prior to expiration of this waiver. Mr. Langer Seconded. Roll call vote: Scofield-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

DATE: May 3, 2012

TO: Nebraska Information Technology Commission
              ocio.nitc@nebraska.gov
FROM: Nebraska Department of Roads, Business Technology Support Division

RE: Request for Exemption / Waiver

The Nebraska Department of Roads, Business Technology Support Division (BTSD) requests the
committee grant a waiver of Standards and Guidelines, as outlined below:

Requesting Agency and Division	Nebraska Department of Roads, Business Technology Support Division
Name, Title and Contact Information for Requesting Agency	Bill Wehling, NDOR-Engineer VII; bill.wehling@nebraska.gov; 402.479.3986
NITC Standards and Guidelines Document	Identity and Access Management Standards for State Government Agencies (*adopted March 25, 2005*)

Description of the Issue	BTSD is developing a rewrite of the current web based electronic accident form, with a planned deployment of July 1, 2012. The enhanced web application, EAF 2.0, is subject to the standards in section 4.1.1 of the aforementioned document. BTSD is requesting an exemption, as defined in section 4.2, for the following reasons:
	
	 1. BTSD is unable to comply with the standards, defined above, for the following reasons:
	    a. The timeline for enhanced OCIO support of ADFS2 infrastructure is not yet defined
	    b. Current application of ADFS2 is limited to one application (Office 365)
	    c. Ramp up, to meet standards, on the part of both teams would require a material investment in resources and a significant delay in the release of EAF 2.0
	 2. As a stop gap, the EAF 2.0 application has proactively adopted an authentication and authorization process to align with *Identity and Access Management Standards for State Government Agencies* and *Information Security Policy, Section 7 (adopted September 18, 2007)* to include, but not limited to:
	    a. Creation of a standardized, security identification and access management architecture that is centrally managed and locally administered.
	    b. Provides application level authentication and authorization based on the unique identity of the user
	    c. Supports the authentication and authorization of external parties through State standardized Active Directory management processes
	    d. Leverages the latest standards for security in a ASP.NET environment, to include Window Identify Foundation (WIF) requirements
	 3. The request for waiver/exemption is temporary (see *Additional Supporting Information*, below)

Description of Preferred Solution	
Specific Requirements	The EAF application is a web application that is being re-written in ASP.NET and C# from Java and Servlets. For the EAF our preferred solution for user authorization is the use of Microsoft's WIF. This framework is used along with a group of SQL Server database tables to store complex authorization requirements. WIF is a .NET framework for enabling authentication and authorization based on the concept of claims based identity. It is our goal to utilize all components of the .NET framework since we feel the direction of the State is to be Microsoft-based. Our preferred choice for authentication is ADFS2, a software package from Microsoft that provides authentication services and basic user information for the EAF application. The attached document depicts various types of users for EAF and the separation of the EAF application from the ADFS2 software on a different server. This design satisfies a number of business and design requirements for the EAF application. Including the following: • In order to save time we want to avoid writing additional management pieces for authentication. Specifically:

	- This choice of software allows us to use our current active directory database to store users. - This choice of software allows us to use our current tools to manage users stored in active directory. - We have separated the responsibility for user authentication away from the application. This provides us a number of benefits: - We have a flexible framework and pattern that can be repeated by future applications so that they can avoid writing authentication code. Depending on needs , there's an option to also avoid writing custom authorization code. - This design would allow us to switch out authentication for multiple applications without re-writing each application as future need arises. - This design would allow us to provide authentication from multiple sources as future need arises. This could be done without creating network level trusts. - The use of WIF, ADFS, and claims based technology are important parts of Microsoft's future. - Microsoft is integrating the use of ADFS for authentication into current and future software products. Including .NET, SharePoint, and Office 365. - We have user requirements to allow NDOR staff to logon with their current active directory based IDs and to provide IDs for the officers who will use EAF. This solution satisfies both requirements. The design choices made by the EAF today will allow us to use such possible services with little or no change to the EAF application and establish a collaborative foundation with the OCIO to create authentication services specific to the .NET platform and Microsoft on future development.
Additional Supporting Information	1. EAF 2.0 provides a collaborative opportunity, for both BTSD and OCIO, to coordinate and share knowledge of ADFS2 applications and more quickly assess, define and deploy a sustainable and repeatable standard for web based applications, as defined in section 8 of the *Information Security Policy.* 2. The standards developed, either collaboratively using EAF 2.0 as a beta, or independently deployed by the OCIO, would be adopted when feasible and/or available by the EAF 2.0 project.

Reference: Identity and Access Management Standards for State Government Agencies, Section 4.2 (*adopted March 25, 2005*); Information Security Policy, Sections 7 and 8 (*adopted September 18. 2007*); NITC 1-103 Waiver Policy (General Provisions, General Applicability)
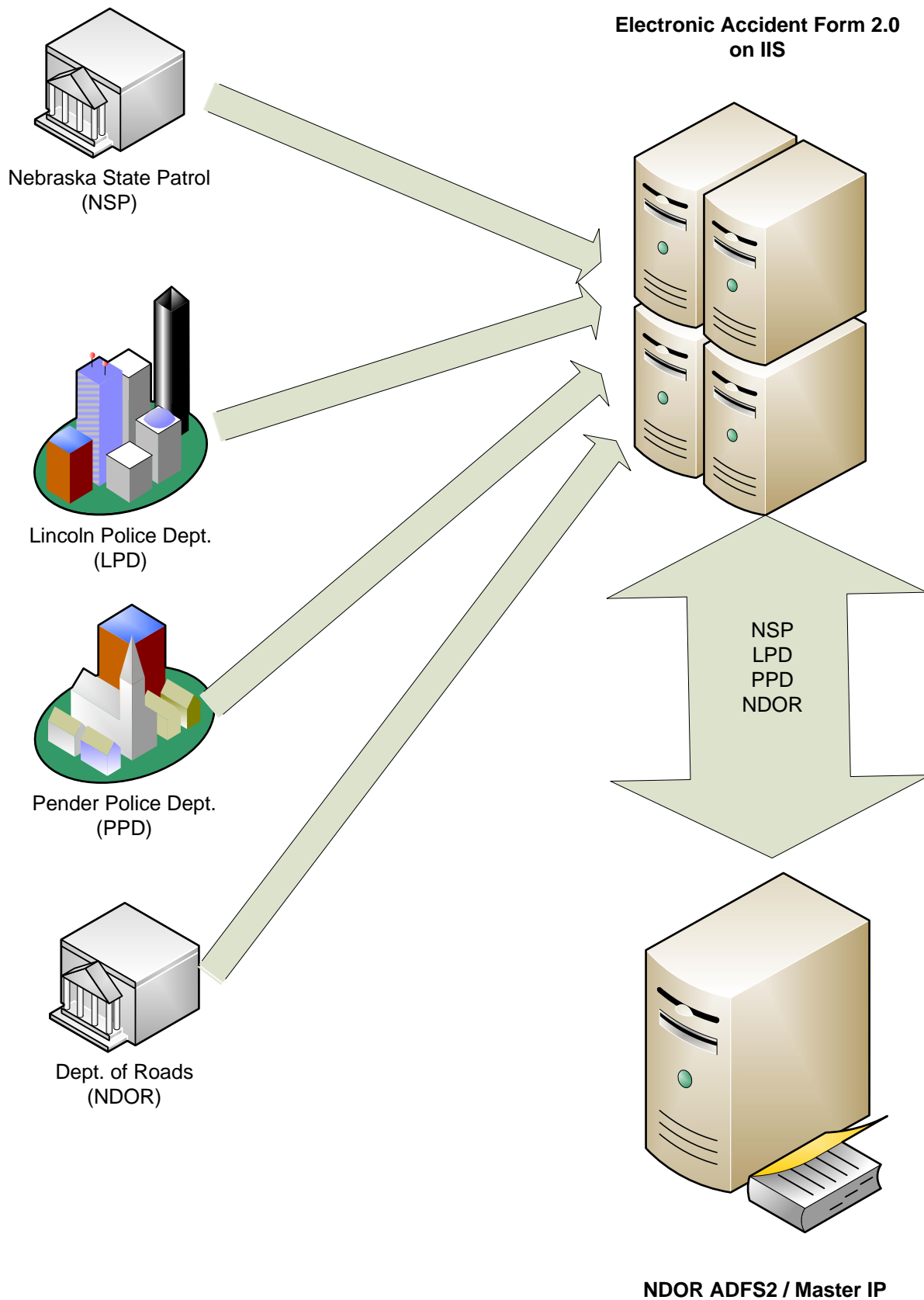
**Electronic Accident Form 2.0
on IIS**

Nebraska State Patrol
(NSP)

Lincoln Police Dept.
(LPD)

Pender Police Dept.
(PPD)

Dept. of Roads
(NDOR)

NSP
LPD
PPD
NDOR

NDOR ADFS2 / Master IP

IT Project Proposal Report - Detail
Agency: 016 - DEPT OF REVENUE
Budget Cycle: 2014 Deficit   Version: AF - AGENCY FINAL REQUEST

IT Project : Data Collection System

General Section

Contact Name :	Jerry Bauerkemper	**E-mail :**	Jerry.Bauerkemper@nebraska.gov	**Agency Priority :**	1
Address :	1313 Farnam Street	**Telephone :**	402-595-1974	**NITC Priority :**	
City :	Omaha			**NITC Score :**	
State :	Nebraska	**Zip :**	68022		

Expenditures

IT Project Costs	Total	Prior Exp	FY12 Appr/Reappr	FY14 Request	FY15 Request	Future Add
Contractual Services						
Design	100,000	0	0	100,000	0	0
Programming	0	0	0	0	0	0
Project Management	0	0	0	0	0	0
Data Conversion	0	0	0	0	0	0
Other	0	0	0	0	0	0
Subtotal Contractual Services	100,000	0	0	100,000	0	0
Telecommunications						
Data	0	0	0	0	0	0
Video	0	0	0	0	0	0
Voice	0	0	0	0	0	0
Wireless	0	0	0	0	0	0
Subtotal Telecommunications	0	0	0	0	0	0
Training						
Technical Staff	0	0	0	0	0	0
End-user Staff	0	0	0	0	0	0
Subtotal Training	0	0	0	0	0	0

IT Project Proposal Report - Detail
Agency: 016 - DEPT OF REVENUE
Budget Cycle: 2014 Deficit   Version: AF - AGENCY FINAL REQUEST

Expenditures

IT Project Costs	Total	Prior Exp	FY12 Appr/Reappr	FY14 Request	FY15 Request	Future Add
Other Operating Costs						
Personnnel Cost	0	0	0	0	0	0
Supplies & Materials	0	0	0	0	0	0
Travel	0	0	0	0	0	0
Other	0	0	0	0	0	0
Subtotal Other Operating Costs	0	0	0	0	0	0
Capital Expenditures						
Hardware	0	0	0	0	0	0
Software	0	0	0	0	0	0
Network	0	0	0	0	0	0
Other	0	0	0	0	0	0
Subtotal Capital Expenditures	0	0	0	0	0	0
TOTAL PROJECT COST	100,000	0	0	100,000	0	0

Funding

Fund Type	Total	Prior Exp	FY12 Appr/Reappr	FY14 Request	FY15 Request	Future Add
General Fund	0	0	0	0	0	0
Cash Fund	100,000	0	0	100,000	0	0
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
TOTAL FUNDING	**100,000**	**0**	**0**	**100,000**	**0**	**0**
VARIANCE	**0**	**0**	**0**	**0**	**0**	**0**

IT Project: Data Collection System

EXECUTIVE SUMMARY:

The Nebraska Commission on Problem Gambling (NCPG)requests $100,000 to create a data collection system. This system will collect demographics and service utilization data for the Gamblers Assistance program and the Nebraska Problem Gambling Commission to identify outcomes for gambling treatment programs and individuals who seek help for gambling problems. This collection is also required by the Nebraska legislature.

The NCPG will contract with the an entity to create a confidential data base that includes:
- · Demographics of all clients in the Gamblers Assistance Program(GAP)
- · Ongoing utilization of all clients in the GAP
- · Discharge demographics of all clients in the GAP

The Data collected from this data collection system will benefit:
- · The programs who provide the service as an ongoing barometer of success
- · The Program administration in understanding length of stays, trends of clientele, special needs of clients, and outcomes for each client and each program
- · The Nebraska Legislature requires an annual report for all services in the GAP. This data collection system will provide the information required for this report
- ·
The NCPG will look at trends of clients, successes of clients and programs, actual numbers of clients utilizing the GAP funds and the success percentage of each program in receipt of GAP funds

2. Describe the measurement and assessment methods that will verify that the project outcomes have been achieved.

The development of the database will signify the outcome has been achieved. The collection of data will provide proof this onetime expenditure is complete

3. Describe the project's relationship to your agency comprehensive information technology plan.

This is the comprehensive plan to date. This program recently moved from DHHS to the newly created Nebraska Commission on Problem Gambling. Prior to this move all data was collected by the data collection system managed by Magellan. This database was specifically designed for substance abusers and mental health consumers with only limited information collected for gambling clients. This limited the outcomes and the usefulness of the data collected. This database is being specifically designed for data collection for Disordered Gamblers (previously called pathological or problem gamblers).

Section 4: Project Justification / Business Case (25 Points)

1. Provide the project justification in terms of tangible benefits (i.e. economic return on investment) and/or intangible benefits (e.g. additional services for customers).

This data collection system will be designed to measure success of the client and the program that provides services to the client. This system will be a onetime investment of $100,000 with an ongoing budget item of $3,500 for maintenance and upkeep. This data collection system enables the GAP to provide ongoing reports to stakeholders and the Nebraska Legislature as required in law.
Once built this system is built it will be ongoing. Current estimates for Magellan to continue the data collection with the changes needed to make it useful for outcome purposes far exceeds the development of this specific data collection system. Other comparable data collection systems used by other states would cost $48,000 a year with no ability to own the software.

2. Describe other solutions that were evaluated, including their strengths and weaknesses, and why they were rejected. Explain the implications of doing nothing and why this option is not acceptable.

Using the current DHHS Magellan system was rejected by the commission as it provide very few gambling specific questions needed to best evaluate the outcomes for the individual or the provider of services. This system was burdened with federally required questions that were neither relevant nor cost effective for this non federally funded program.

Other states systems were evaluated and the ongoing costs for the use of "their" software was enough that this one time expenditure requested would be much more cost effective in two years.
Should no data collection system dollars be allocated additional resources would be needed to cover the cost of utilizing other less effective options and the cost of these other less effective collection systems would cost more in the next five years than all costs for the development of the proposed system.

6. **If the project is the result of a state or federal mandate, please specify the mandate being addressed.**

   The Nebraska legislature requires an annual report of the progress of the GAP program. The data collected will be the basis of this annual report.

Section 5: Technical Impact (20 Points)

7. **Describe how the project enhances, changes or replaces present technology systems, or implements a new technology system. Describe the technical elements of the project, including hardware, software, and communications requirements. Describe the strengths and weaknesses of the proposed solution.**
The project replaces the use of the DHHS Magellan program. Software will be developed based on the needs of the Nebraska Commission on Problem Gambling outcomes that are being developed in anticipation of this project being funded.

Strengths of the project are:
  * **Development of a gambling specific data collection system**
  * **Reduction of paperwork required of providers of gambling treatment services (currently the Magellan system requires 52 pages of information to be gathered**

on gambling clients)
- **Outcome management is better determined by a gambling specific data collection system**
- **Data remains in Nebraska in a controlled environment with Nebraska Commission on Problem Gambling Commissioners who have expertise in retaining confidential information.**

Weaknesses are:
- **Ongoing maintenance is the responsibility of the GAP**
- **Other systems are available for use today and development will take time.**

8. **Address the following issues with respect to the proposed technology:**
   - **Describe the reliability, security and scalability (future needs for growth or adaptation) of the technology.**
   - **Address conformity with applicable NITC technical standards and guidelines (available at http://nitc.ne.gov/standards/) and generally accepted industry standards.**
   - **Address the compatibility with existing institutional and/or statewide infrastructure.**

The data collection database developed will need to be confidential and flexible. The outcome questions will be evaluated and some changes will be required as the GAP program develops and the needs of the individuals accessing the program changes. This will most likely require additional database manipulation and ongoing costs. These additional costs can more easily be managed in-house as owners of the database software rather than outsourced to other data collection entities.

All confidentiality and federal standards will be met in creating this confidential website. The Nebraska Commission on Problem Gambling is well aware of the applicable technology standards and as part of a larger Nebraska IT network has access to all necessary individuals needed to conform with all requirements.

Section 6: Preliminary Plan for Implementation (10 Points)

9. **Describe the preliminary plans for implementing the project. Identify project sponsor(s) and examine stakeholder acceptance. Describe the project team, including their roles, responsibilities, and experience.**

The NCPG has authorized the pursuit of additional funds for this project after exploring numerous options and costs. The Nebraska Commission on Problem Gambling has experience in development of database systems and confidentiality. The NCPG and its' designate will provide ongoing management of the project including development of the data fields and the ongoing budget management. The NCPG director has experience in budget management and project management.

10. List the major milestones and/or deliver-ables and provide a time-line for completing each.
    Upon passage of the Deficit spending appropriations the following steps will be accomplished:
    1. Creation of a team to develop the data fields needed to provide specific data needed for outcome measurement. This will be accomplished within 30 days of authorization

2.   Contracting with an entity or agency to create database. 60 days after authorization.
3.   Completion of database software. 120 days after authorization
4.   Testing of software with current provider of GAP services 150 days after authorization
5.   Complete use of software program 180 day after authorization

11. Describe the training and staff development requirements.
All GAP staff and all providers who will access the database will need to be trained after completion of the software. . It is anticipated only ongoing maintenance contracts will be
    needed and staff development will only be needed to identify potential problems for IT specialists will be required.

12. Describe the ongoing support requirements.
It is anticipated $3,500 in yearly IT support will be needed. This will be provided in the main GAP budget as the current budget has $25,000 in support currently budgeted.

Section 7: Risk Assessment (10 Points)

13. Describe possible barriers and risks related to the project and the relative importance of each.
Barriers to this project include:
   - Funding

14. Identify strategies which have been developed to minimize risks.
The GAP program currently has over $2,000,000 unauthorized funds in the account. Using this $100,000 provides no fiscal impact on the current GAP program or the overall
state general fund as this is a cash fund with ongoing revenues from the Lottery proceeds

GOALS, OBJECTIVES, AND OUTCOMES (15 PTS):

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Upon passage of the Deficit spending appropriations the following steps will be accomplished:

1. **Creation of a team to develop the data fields needed to provide specific data needed for outcome measurement. This will be accomplished within 30 days of authorization**
2. **Contracting with Dept. of Revenue or other agency to create database. 60 days after authorization.**
3. **Completion of database software. 120 days after authorization**
4. **Testing of software with current provider of GAP services 150 days after authorization**
5. **Complete use of software program 180 day after authorization**

PROJECT JUSTIFICATION / BUSINESS CASE (25 PTS):

1. Provide the project justification in terms of tangible benefits (i.e. economic return on investment) and/or intangible benefits (e.g. additional services for customers).

This data collection system will be designed to measure success of the client and the program that provides services to the client. This system will be a onetime investment of $100,000 with an ongoing budget item of $3,500 for maintenance and upkeep. This data collection system enables the GAP to provide ongoing reports to stakeholders and the Nebraska Legislature as required in law.
Once built this system is built it will be ongoing. Current estimates for Magellan to continue the data collection with the changes needed to make it useful for outcome purposes far exceeds the development of this specific data collection system. Other comparable data collection systems used by other states would cost $48,000 a year with no ability to own the software.

2. Describe other solutions that were evaluated, including their strengths and weaknesses, and why they were rejected. Explain the implications of doing nothing and why this option is not acceptable.

Using the current DHHS Magellan system was rejected by the commission as it provide very few gambling specific questions needed to best evaluate the outcomes for the individual or the provider of services. This system was burdened with federally required questions that were neither relevant nor cost effective for this non federally funded program.

Other states systems were evaluated and the ongoing costs for the use of "their" software was enough that this one time expenditure requested would be much more cost effective in two years.
Should no data collection system dollars be allocated additional resources would be needed to cover the cost of utilizing other less effective options and the cost of these other less effective collection systems would cost more in the next five years than all costs for the development of the proposed system.

6. **If the project is the result of a state or federal mandate, please specify the mandate being addressed.**

The Nebraska legislature requires an annual report of the progress of the GAP program. The data collected will be the basis of this annual report.

TECHNICAL IMPACT (20 PTS):

Section 5: Technical Impact (20 Points)

   7.   Describe how the project enhances, changes or replaces present technology systems, or implements a new technology system. Describe the technical elements of the project, including hardware, software, and communications requirements. Describe the strengths and weaknesses of the proposed solution.
The project replaces the use of the DHHS Magellan program. Software will be developed based on the needs of the Nebraska Commission on Problem Gambling outcomes that are being developed in anticipation of this project being funded.

Strengths of the project are:
- **Development of a gambling specific data collection system**
- **Reduction of paperwork required of providers of gambling treatment services (currently the Magellan system requires 52 pages of information to be gathered on gambling clients)**
- **Outcome management is better determined by a gambling specific data collection system**
- **Data remains in Nebraska in a controlled environment (Department of Revenue) who are experts in retaining confidential information**

Weaknesses are:
- **Ongoing maintenance is the responsibility of the GAP**
- **Other systems are available for use today and development will take time.**

8.   Address the following issues with respect to the proposed technology:
- Describe the reliability, security and scalability (future needs for growth or adaptation) of the technology.
- Address conformity with applicable NITC technical standards and guidelines (available at http://nitc.ne.gov/standards/) and generally accepted industry standards.
- Address the compatibility with existing institutional and/or statewide infrastructure.

The data collection database developed will need to be confidential and flexible. The outcome questions will be evaluated and some changes will be required as the GAP program develops and the needs of the individuals accessing the program changes. This will most likely require additional database manipulation and ongoing costs. These additional costs can more easily be managed in-house as owners of the database software rather than outsourced to other data collection entities.

All confidentiality and federal standards will be met in creating this confidential website. The Department of Revenue is well aware of the applicable technology standards and as part of a larger Nebraska IT network has access to all necessary individuals needed to conform with all requirements.

PRELIMINARY PLAN FOR IMPLEMENTATION (10 PTS):

9. Describe the preliminary plans for implementing the project. Identify project sponsor(s) and examine stakeholder acceptance. Describe the project team, including their roles, responsibilities, and experience.

The NCPG has authorized the pursuit of additional funds for this project after exploring numerous options and costs. The Department of Revenue has suggested use of their IT team to provide the development of this software. They will most likely provide this development. They have experience in development of database systems and confidentiality. The NCPG and its' designate will provide ongoing management of the project including development of the data fields and the ongoing budget management. The NCPG director has experience in budget management and project management.

10. List the major milestones and/or deliver-ables and provide a time-line for completing each.

Upon passage of the Deficit spending appropriations the following steps will be accomplished:

1. Creation of a team to develop the data fields needed to provide specific data needed for outcome measurement. This will be accomplished within 30 days of authorization
2. Contracting with an entity or agency to create database. 60 days after authorization.
3. Completion of database software. 120 days after authorization
4. Testing of software with current provider of GAP services 150 days after authorization
5. Complete use of software program 180 day after authorization

RISK ASSESSMENT (10 PTS):

The Nebraska Commission on Problem Gambling will complete this database in accordance with all confidentiallity and will provide an Request for proposals that will spell out all techical responsibilities of the contracted vendor. This RFP will be developed in conjuction with agency IT staff to insure all areas of technical requirements are met.

FINANCIAL ANALYSIS AND BUDGET (20 PTS):

After several conferences it was determined the needs of the program would require only minimal data to be collected. This data set has been drafted and the determined the cost would be at a maximum of $100,000. This budget would include development and programing of a minimal data set that would house less than 200 open cases at a time.

The Nebraska commission has up to $25,000 a year budgeted to improve on or continue to enhance the database once it is created. See budget as this is a one time database build.

Project #	Agency	Project Title
16-01	Department of Revenue	Data Collection System

SUMMARY OF REQUEST (Executive Summary from the Proposal)
[Full text of all proposals are posted at: http://nitc.nebraska.gov/commission/project_proposals/2014_deficit.html]

The Nebraska Commission on Problem Gambling (NCPG) requests $100,000 to create a data collection system. This system will collect demographics and service utilization data for the Gamblers Assistance program and the Nebraska Problem Gambling Commission to identify outcomes for gambling treatment programs and individuals who seek help for gambling problems. This collection is also required by the Nebraska legislature.

The NCPG will contract with an entity to create a confidential data base that includes:
- Demographics of all clients in the Gamblers Assistance Program(GAP)
- Ongoing utilization of all clients in the GAP
- Discharge demographics of all clients in the GAP

The Data collected from this data collection system will benefit:
- The programs who provide the service as an ongoing barometer of success
- The Program administration in understanding length of stays, trends of clientele, special needs of clients, and outcomes for each client and each program
- The Nebraska Legislature requires an annual report for all services in the GAP. This data collection system will provide the information required for this report

The NCPG will look at trends of clients, successes of clients and programs, actual numbers of clients utilizing the GAP funds and the success percentage of each program in receipt of GAP funds.

FUNDING SUMMARY

Expenditures

IT Project Costs	Total	Prior Exp	FY12 Appr/Reappr	FY14 Request	FY15 Request	Future Add
Contractual Services						
Design	100,000	0	0	100,000	0	0
Programming	0	0	0	0	0	0
Project Management	0	0	0	0	0	0
Data Conversion	0	0	0	0	0	0
Other	0	0	0	0	0	0
Subtotal Contractual Services	100,000	0	0	100,000	0	0
TOTAL PROJECT COST	100,000	0	0	100,000	0	0

Funding

Fund Type	Total	Prior Exp	FY12 Appr/Reappr	FY14 Request	FY15 Request	Future Add
General Fund	0	0	0	0	0	0
Cash Fund	100,000	0	0	100,000	0	0
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
TOTAL FUNDING	100,000	0	0	100,000	0	0

PROJECT SCORE

Section	Reviewer 1	Reviewer 2	Reviewer 3	Mean	Maximum Possible
Goals, Objectives, and Projected Outcomes	11	10	10	10	15
Project Justification / Business Case	15	10	15	13	25
Technical Impact	10	0	12	7	20
Preliminary Plan for Implementation	2	5	8	5	10
Risk Assessment	3	0	7	3	10
Financial Analysis and Budget	15	5	12	11	20
			TOTAL	50	100

REVIEWER COMMENTS

Section	Strengths	Weaknesses
Goals, Objectives, and Projected Outcomes	- I believe the intention of this request is reasonable and will address a problem that exists in the current environment.	- Other than meeting the goal of the NE Legislature for providing a data base, not sure what goals we are trying to meet. - While the intended purpose of this proposal is positive, the lack of technical detail at this point [is problematic]. - Goal 2: Contracting with Dept. of Revenue or other agency to create database. This seems very odd. If there is an internal option for creation, what is the appropriation for? The goals do not give this reviewer confidence that adequate planning has taken place.
Project Justification / Business Case	- Revenue looked at other systems to attain the cost justification. The data base is a requirement of the Nebraska Legislature. - State mandate, present system and other options do not seem feasible.	- The tangible benefits are not described in any detail. So we get data, what are you going to do with it and what does it help you do? - There was no cost estimate of what it would take to modify the current system (Magellan), The proposal mentioned an investment of $100K and $3.5 thousand in maintenance costs yet no RFP or other cost estimate tool has been developed or issued for interested bidders to provide actual cost estimates. - Lacking details as to what solution is being proposed.
Technical Impact		- There is no technical detail to evaluate on this project - however the project is in its initial planning stages. However, the description does not give any technical details that will need to be handled or any applicable standards. Saying that the Commission is well aware of standards does not provide any usable information. - The request, does not address any technical elements of the project including hardware, software, or services, SAN or storage requirements, or any long-term costs. The response states that software will be developed based on the needs of the commission that are also in development. As any good software developer knows building software on incomplete requirements is not a cost-effective approach. - Lack of technical specifics.
Preliminary Plan for Implementation	- Timelines and expectations are the most clearly defined elements in this project.	- There is no description of the project team, few details related to the milestones. There is no detail where the $3,500 figure comes from - costs for internal resources, contractual resources, etc.? - The projects description of the proposed implementation process is vague at best.
Risk Assessment	- Project poses no financial risk.	- Without more details this project has a high degree of risk. - The project proposal does not indicate any data protection standards or HIPAA provisions required to protect the collection use and distribution of mental or behavioral health questionnaires or medical data under which this reviewer believes gambling behaviors and addiction would fall. - Technical and programmatic risks were not evaluated.
Financial Analysis and Budget	- Used other state system costs as an estimate.	- Unclear if the system can be maintained for under $4,000 per year without knowing what the system is. Also, unclear how the system will be hosted and what those costs are, are network costs included or necessary? - Other than a flat projection of $100,000 dollars

Section	Strengths	Weaknesses
		the budget does not include any breakdown or details on software development and programming costs, Implementation costs, hardware costs, operating systems costs, software costs, web application portal or front end-user access communications or storage requirements. - Not enough technical information to judge the reasonableness of the budget.

TECHNICAL PANEL COMMENTS

Technical Panel Checklist	Yes	No	Unknown	Comments
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?				