

**AGENDA**  
**TECHNICAL PANEL**  
**Varner Hall - Board Room**  
**3835 Holdrege Street**  
**Lincoln, Nebraska**  
**Tuesday, December 12, 2017**  
**9:00 a.m.**

- 9:00 a.m. 1. Roll call; meeting notice; Open Meetings Act.
2. Public comment.
3. **Approval of minutes for October 10, 2017.\*** (*Attachment 3*)
4. Projects.
- a. Fuzion project update. Byron Diamond and Michael Rasmussen, Dept. of Administrative Services.
  - b. Enterprise project status dashboard. (*Attachment 4-b*)
5. **Technical standards and guidelines; request for waiver from the Dept. of Correctional Services.\*** (*Attachment 5*)
6. **Election; Technical Panel chair for 2018.\***
7. Work group updates; other business.
- 10:30 a.m. 8. Adjourn.

**\* Indicates an action item.**

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

Meeting notice was posted to the [NITC website](#) and the [Nebraska Public Meeting Calendar](#) on October 31, 2017. The agenda was posted to the NITC website on December 8, 2017.

[Nebraska Open Meetings Act](#) | [Technical Panel Meeting Documents](#)

## Attachment 3

**TECHNICAL PANEL**  
Varner Hall - Board Room  
3835 Holdrege Street  
Lincoln, Nebraska  
Tuesday, October 10, 2017, 9:00 a.m.  
**MEETING MINUTES**

### **MEMBERS PRESENT:**

Ed Toner, CIO, State of Nebraska  
Walter Weir, CIO, University of Nebraska, Chair  
Christy Horn, University of Nebraska  
Michael Winkle, Nebraska Educational Telecommunications

**MEMBERS ABSENT:** Kirk Langer, Lincoln Public Schools

### **ROLL CALL; MEETING NOTICE; AND OPEN MEETINGS ACT INFORMATION**

Mr. Weir called the meeting to order at 9:03 a.m. A quorum was present to conduct official business. Meeting notice was posted to the NITC website and the Nebraska Public Meeting Calendar on August 16, 2017. The agenda was posted to the NITC website on October 6, 2017. A copy of the Nebraska Open Meetings Act was posted on the wall of the meeting room.

### **PUBLIC COMMENT**

There was no public comment.

### **APPROVAL OF AUGUST 8, 2017 MINUTES**

**Mr. Winkle moved to approve the August 8, 2017 minutes as presented. Roll call vote: Toner-Yes, Horn-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.**

### **PROJECTS**

#### **CIO's annual report.**

Mr. Weekly distributed a draft copy of the CIO's Enterprise Projects Annual Report format. A new section was created called "NITC Technical Panel Assessment". This section will be used to provide additional information to the Legislature from the Technical Panel regarding the projects.

#### **Enterprise project status dashboard.**

Mr. Weekly reviewed the project status dashboard. Members requested that the reports include more information about the technical issues being addressed by each of the projects.

**Nebraska State Accountability Assessment – Department of Education.** Mr. Rolfes reported that communication is better but some ESUs are still dealing with communication issues. Members discussed accessibility issues for the project.

**Medicaid Management Information System – DHHS.** Ruth Vineyard was available to discuss the project. Panel members expressed concerns about this project relating to timelines, budget, and staff resources. Ms. Vineyard stated that the two protests and contract negotiations added time to the project. After the start in February, they have an aggressive schedule. The Panel requested to receive a copy of the quarterly report that DHHS provides to the Legislature. The project just went through a prioritization process and plans to set timelines based on priorities. The panel asked to be kept up to date on the timelines. The risks expressed in the projects actually carryover into the other DHHS projects and need to be addressed.

**Medicaid Eligibility & Enrollment System – DHHS.** Ruth Vineyard was available to discuss the project. Ms. Vineyard stated that the project is moving forward with master plan index. The go-live date is set for 2/2/2019. One of the challenges of this project is that the appliance the platforms sits on has an end of life of 2018. Also discussed were data integration and resource availability.

**Enterprise Resource Management Consolidation – Administrative Services.** In July, the panel requested to see the project's business continuity plan. No plan has been submitted. Mr. Weekly did contact them about the plan and was informed that it is not a priority but it is being addressed. Mr. Weekly was asked to contact the agency again about the status of the plan.

## **TECHNICAL STANDARDS AND GUIDELINES**

### **Recommend approval of Proposal 17-03, relating to state government web pages.**

A proposal relating to state government web pages; to amend section 4-201; to remove the requirements relating to a header grand graphic; to review the footer requirements and adopt as guidelines; and to repeal the original section.

The proposal was posted for the 30-day public comment period. No comments were received.

**Mr. Toner moved to recommend approval of Proposal 17-03. Roll call vote: Winkle-Yes, Toner-Yes, Horn-Yes, and Weir-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.**

### **Request for waiver from the Dept. of Correctional Services**

Chris Hobbs, State Information Security Officer

Mr. Hobbs reviewed the agency's request. After discussion, and without objection, the chair tabled this item until the next meeting. Mr. Hobbs will work with the agency to get additional information.

### **Request for waiver from the Dept. of Revenue**

Brian Catlin, IT Manager

The Department of Revenue is working on a Request for Proposal (RFP) for an Integrated Tax System (ITS). This very large system will require about 4 years to implement from the time the contract is signed. The system will replace all of the tax transaction processing systems currently used by the Department. One of the main products in this space has a built in imaging system that allows for increased functionality within the ITS. The Department of Revenue is requesting a waiver on the ECM requirement prior to the issuance of the RFP. Depending on the vendor who is selected through the RFP process the waiver may not be exercised.

Discussion occurred regarding the use of ECM, the state's standard set for agencies to use as a content management tool. Revenue is using ECM currently for content.

**Mr. Winkle moved to deny the request for waiver. Roll call vote: Weir-Yes, Winkle-Yes, Toner-Yes, and Horn-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.**

## **WORK GROUP UPDATES; OTHER BUSINESS.**

Accessibility, Christy Horn. The 508 federal compliance regulations have been released. Ms. Horn will lead the work group in a review the technology access clause and other standards documents.

## **ADJOURN**

With no further business, the Chair adjourned the meeting at 10:27 a.m. The next meeting of the Technical Panel will be on December 13.

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

## Nebraska State Accountability (NeSA- Reading, Math, Science and Writing)

### PROJECT DESCRIPTION

Legislative Bill 1157 passed by the 2008 Nebraska Legislature required a single statewide assessment of the Nebraska academic content standards for reading, mathematics, science, and writing in Nebraska's K-12 public schools. The new assessment system was named Nebraska State Accountability (NeSA), with NeSA-R for reading assessments, NeSA-M for mathematics, NeSA-S for science, and NeSA-W for writing. The assessments in reading and mathematics were administered in grades 3-8 and 11; science was administered in grades 5, 8, and 11; and writing was administered in grades 4, 8, and 11.

### PROJECT DETAILS

**Project Manager:** John Moon

**Start Date:** 07/01/2017

**Finish Date:** 06/30/2018

Total Estimated Costs:

\$9,781,606.00

Actual Costs to Date:

\$1,940,416.42

Estimate to Complete:

\$7,841,189.58

20%

#### PROJECT STATUS - December 2017

**Overall** 

**Schedule** 

**Scope** 

**Budget** 

During the month of October workshops were offered by NDE/NWEA on the 2017-2018 Nebraska Student-Centered Assessment System (NSCAS) at five locations throughout the state. Topics included resources on MAP Growth, Formative assessment, Summative assessment and Professional Learning which are located on NWEA website, <https://community.nwea.org/community/nebraska>. Note MAP Grpwth measures growth in student learning and will not be used for the annual Summative testing. The results from the summative assessment will be used for this and accountability.

The ACT workshops were completed during the month of November and included topics on ACT Test Administration (paper and online), Online Prep, Reporting, Test Accommodations/Support, and PearsonAccessNest ,the ACT management system. The ACT schedule of events for Nebraska Schools can be found at the following link <https://2x9dwr1yq1he1dw6623gg411-wpengine.netdna-ssl.com/wp-content/uploads/2017/11/ScheduleofEventsACT-NE-2017-18.pdf>.

Rostering of students will occur in January 2018 for each separate vendor NWEA, ACT, and DRC. The districts will be able to note changes in the test group and not tested reasons for all state testing before or during the test windows..

#### **KEY ACCOMPLISHMENTS (since last report)**

Workshops offered by NDE/NWEA on Nebraska Student-Centered Assessment System (NSCAS)

ACT Workshops completed on ACT Test Administration (paper and online), Online Prep, Reporting, Test Accommodations/Support and PearsonAccess (the ACT management system).

#### **UPCOMING ACTIVITIES (in next reporting period)**

Rostering of students will occur in January 2018 for each separate vendor NWEA, ACT, and DRC.

#### PROJECT STATUS - October 2017

**Overall** 

**Schedule** 

**Scope** 

**Budget** 

The NDE has negotiated three contracts for the 2017-2018 state testing.

1. ACT will be administered at the high school tests for ELA, math, and science on April 3, 2018 for paper/pencil and April 3 through April 12 (Tuesday, Wednesday, and Thursday only) for the online testing.

2. The ELA /Math general testing for grades 3 through 8 along with science testing for grades 5 and 8 will be administered by Northwest Education Association (NWEA) during the test window March 10 – April 27, 2018. In addition a balanced assessment system will be provided for all districts where each student may complete the Map Growth as an interim assessment three times per year and unique classroom assessments can be developed by teachers using TestWiz throughout the school year.

3. The alternate testing for grades 3 through 8 and 11 will be given during the same window as the general assessments and will be administered by Data Recognition Corporation (DRC).

## Nebraska State Accountability (NeSA- Reading, Math, Science and Writing)



At this time each vendor is meeting with NDE to determine the fundamentals/requirements for each assessment. Trainings for ACT and NWEA are being offered throughout the state in October and November. Training will be offered via WebEx closer to the assessment window for all three assessments.

### Summary for 2016-2017

Preliminary reports/data files were delivered to districts and the state on July 17. NDE and the districts have reviewed the data for correction. Districts submitted corrections to the NDE and NDE contacted districts about zero scores. All corrections were sent to DRC on August 4th. Final reports along with Individual Student Reports were shared on September 18. The data will be shared in state reporting as well as DRC reports. The last task to accomplish will be the delivery of NeSA and NeSA-AA Technical Reports on September 29.

### **KEY ACCOMPLISHMENTS (since last report)**

Almost 340,000 student/subject records were processed for 2017 NeSA testing. A little over 95% of the students completed the assessments online. The 2017 testing for the most part was uneventful.

### **UPCOMING ACTIVITIES (in next reporting period)**

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## PROJECT DESCRIPTION

The Nebraska Regional Interoperability Network (NRIN) is a project that will connect a majority of the Public Safety Access Points (PSAP) across the State by means of a point to point microwave system. The network will be a true, secure means of transferring data, video and voice. Speed and stability are major expectations; therefore there is a required redundant technology base of no less than 100 mbps with 99.999% availability for each site. It is hoped that the network will be used as the main transfer mechanism for currently in-place items, thus imposing a cost-saving to local government. All equipment purchased for this project is compatible with the networking equipment of the OCIO.

## PROJECT DETAILS

**Project Manager:** Sue Krogman

**Start Date:** 10/01/2010

**Finish Date:** 08/31/2018

Total Estimated Costs:

\$12,500,000.00

Actual Costs to Date:

\$10,405,204.00

Estimate to Complete:

\$2,094,796.00

83%

### PROJECT STATUS - December 2017



Due to the fact that the contractor has been working a disaster in another state, there has been no significant change in installation of any equipment for this project. We have been in contact with the contractor many times and they have said that they will be able to do more work for Nebraska in the next couple of months.

**KEY ACCOMPLISHMENTS (since last report)**

Contractor was working a disaster in another state, no significant change in installation of equipment.

**UPCOMING ACTIVITIES (in next reporting period)**

Contractor to continue work in Nebraska.

### PROJECT STATUS - October 2017



Cass County is almost complete – waiting on MOU from locals for the Union Water Tower. – Connection to the Lexington Dispatch is underway. – Burchard WT equipment being removed for painting of the WT. KUTT is almost complete. A lot of work has been completed since the last update. A new grant cycle will begin shortly which will allow more work to be completed.

**KEY ACCOMPLISHMENTS (since last report)**

Finished tower installation at Cass EOC and in Tecumseh

**UPCOMING ACTIVITIES (in next reporting period)**

Finish Cass County

# Medicaid Management Information System Replacement Project (MMIS)



## PROJECT DESCRIPTION

Nebraska's current Medicaid Management Information System (MMIS) has supported DHHS Medicaid operations since 1977. Medicaid is an ever-changing environment where program updates occur quickly. The need for access to data is increasing and technological enhancements are necessary to keep pace with program changes. Recognizing the need to implement new technology, and with the support of the Legislature, DHHS embarked on the planning phase for replacement of MMIS functionality.

## PROJECT DETAILS

**Project Manager:** Don Spaulding

**Start Date:** 07/01/2014

**Finish Date:** 06/30/2020

Total Estimated Costs:

\$113,600,000.00

Actual Costs to Date:

\$8,683,058.00

Estimate to Complete:

\$104,916,942.00

8%

## PROJECT STATUS - December 2017



The Data Management and Analytics (DMA) RFP posted an Intent to Award to Optum Government Solutions, Inc. on December 30, 2016. Due to an upheld protest, a revised Intent to Award contract to Deloitte Consulting LLP was posted on February 1, 2017. All protests have been closed.

The Implementation Advanced Planning Document – Update (IAPD-U) and contract were formally approved by the Centers for Medicare & Medicaid Services (CMS) on 9/21/17. The DMA Proof of Need was finalized and submitted to the Department of Administrative Services (DAS) on 11/02/2017. The contract package was finalized and signatures obtained on 11/03/2017. The DMA Proof of Need certificate of receipt was received from DAS and filed with the Legislative Fiscal Office on 12/01/2017. The DMA contract was fully executed on 12/5/2017 and DAS has posted the contract. Initial communications with Deloitte are commencing.

Schedule remains red until contract package is DAS approved and posted at which time the schedule will be reset to green. Revised contract 11/1/2017 and Design, Development, and Implementation (DDI) phase 2/1/2018 start dates have been affirmed by Deloitte Consulting LLP. The existing Truven contract is being extended to mitigate the schedule risk and Truven Operational Advanced Planning Document (OAPD) being finalized.

Federally required certification activities for CMS Medicaid Enterprise Certification Lifecycle (MECL) Project Initiation Milestone Review 1 (R1) continue including CMS required artifact preparation and checklist evidence population.

The Project Coordination Committee (PCC) and the MLTC Integration Team meet regularly formally addressing system integration across all MMIS Replacement Projects and related systems such as Eligibility and Enrollment.

Independent Verification and Validation (IV&V) activities with First Data Government Solutions, LP are active and publishing monthly DMA status reports to CMS.

### KEY ACCOMPLISHMENTS (since last report)

- The DMA Proof of Need was finalized and submitted to DAS on 11/02/2017.
- The contract package was finalized and signatures obtained on 11/03/2017.
- DMA Proof of Need certificate of receipt was received from DAS and filed with the Legislative Fiscal Office on 12/01/2017.
- The DMA contract was fully executed on 12/5/2017.
- CMS MECL R1 is targeted for early 2018.
- All MECL R1 required artifacts have been finalized and are CMS submit ready.
- MECL R1 Checklist Requirements Evidence scope is being broadened. More robust evidence population will continue through early 2018.
- Q1 SFY18 Legislative Report has been finalized and submitted to communications.
- DHHS IS&T MMIS Reporting inventory discovery is being finalized.
- Encounter processing current state discovery continues.
- Readiness activities including facilities, resource and risk planning are ongoing.

### UPCOMING ACTIVITIES (in next reporting period)

# Medicaid Management Information System Replacement Project (MMIS)



- Complete DAS contract posting.
- Commence readiness planning and project preparation activities with Deloitte Consulting LLP.
- Reset project schedule to green.
- Finalize and submit Truven contract extension OAPD to CMS.
- Conduct broadened Certification Checklist Requirements Evidence population.
- Determine revised R1 2018 target date.
- Draft and publish DMA Newsletter, Issue 3.
- Complete MMIS Report Index discovery.
- Complete Encounter Processing current state discovery.

## PROJECT STATUS - October 2017



DMA RFP posted an Intent to Award to Optum Government Solutions, Inc. on December 30, 2016. Due to an upheld protest, a revised intent to Award contract to Deloitte Consulting LLP was posted on February 1, 2017. All protests have been closed.

Schedule is red due to procurement delays and contract negotiation duration. The original DMA 9/30/2018 go-live date is unattainable and a revised contract start date of 2/1/2018 has been proposed. The existing Truven contract is being extended to mitigate the risk and OAPD being drafted.

The IAPD-U and contract were formally approved by CMS on 9/21/17.

The Project Coordination Committee (PCC) and the MLTC Integration Team meet regularly formally addressing system integration across all MMIS Replacement Projects and related systems such as Eligibility and Enrollment.

Independent Verification and Validation (IV&V) activities with First Data Government Solutions, LP are active and publishing monthly DMA status reports to CMS.

### KEY ACCOMPLISHMENTS (since last report)

- The IAPD-U and contract were formally approved by CMS on 9/21/17.
- CMS Medicaid Enterprise Certification Lifecycle (MECL) required documents including Goals & Objectives, System Security Plan, Privacy Impact Analysis, Project Mgmt Plan, Con Ops, Risk Mgmt Plan and Project Schedule are being finalized.
- DMA Proof of Need initial draft is complete.
- CMS certification checklists were completed under MECL 2.1.1 and checklist transition to MECL 2.2 is complete.
- MECL Project Initiation Milestone Review 1 (R1) work plan and schedule is complete. CMS R1 targeted for mid Jan 2018.
- Population of checklist requirements evidence for R1 has commenced.
- Q4 SFY2017 Legislative Report posted to legislative website on 8/30/17.
- DMA Newsletter, Issue 2 published on 9/18/17.
- Data & Analytics and Program Integrity current state business discovery continues.
- Readiness activities include facilities preparation and resource planning are ongoing.

### UPCOMING ACTIVITIES (in next reporting period)

- Confirm revised 2/1/2018 contract start date.
- Finalize and submit all MECL required deliverables and formal R1 request letter to CMS.
- Complete population of checklist requirements evidence for R1.
- Finalize and submit DMA Proof of Need.
- Draft and publish DMA Newsletter, Issue 3.
- Complete Data & Analytics, Program Integrity and MLTC SME Peer Review current state business discovery exercises.
- Commence IS&T MMIS Reporting inventory discovery.
- Commence readiness planning and project preparation activities with Deloitte Consulting LLP.

## PROJECT DESCRIPTION

The Affordable Care Act (ACA) included numerous provisions with significant information systems impacts. One of the requirements was to change how Medicaid Eligibility was determined and implement the changes effective 10/1/2014. As a result of the lack of time available to implement a long-term solution, the Department of Health and Human Services implemented a short-term solution in the current environment to meet initial due dates and requirements. This solution did not meet all Federal technical requirements for enhanced Federal funding but was approved on the assumption that a long-term solution would be procured. An RFP was developed and procurement has been completed with Wipro selected as the Systems Integrator for the IBM/Curam software.

## PROJECT DETAILS

**Project Manager:** Don Spaulding

**Start Date:** 10/28/2014

**Finish Date:** 02/02/2019

Total Estimated Costs:

\$57,741,564.00

Actual Costs to Date:

\$21,301,064.00

Estimate to Complete:

\$36,440,500.00

37%

## PROJECT STATUS - December 2017

**Overall** 

**Schedule** 

**Scope** 

**Budget** 

The project has made good progress on establishing environments and network communication. A testing environment and production class data conversion environment have been delivered. Many networking connections have been established between the Wipro data center and the State data center. The connections include Active Directory user registry, DNS, interfaced state systems, secure file transfer and the dedicated circuit between the data centers.

Initiation and Planning - 100%

Requirements - 100%

Architecture - 100%

Design Phase - 92%

Data Conversion & Migration – Design - 76%

MCI Development - 75%

MCI Data Conversion - 5%

MCI – testing - 0% - Starts 1/2/18

NTRAC Data Conversion & Migration – Dev & Test - 28%

NTRAC Development - 40%

NTRAC Testing - 17%

Training preparation - 20%

Implementation - 0%

### KEY ACCOMPLISHMENTS (since last report)

Curam development and testing for CHIP and 599 CHIP is complete. The development team is currently working on emergency Medicaid.

143 Curam defects from previous development cycles have been fixed and will be delivered in the December release.

Service development for the Master Client Index (MCI) is in unit testing. The NFOCUS system can access the MCI and is receiving results from unit testing.

Data conversion for household evidence is complete. The data conversion team demonstrated the data load into Curam and the data display.

The training team provided a walkthrough of the web-based training program. The project will use Captivate as part of the training program. A web based training simulation was demonstrated to the project stakeholders.

Dedicated and secure network connection between the State and Wipro Tempe AZ data center has been established.

### UPCOMING ACTIVITIES (in next reporting period)

The security team will submit the Security Design Plan (SDP) to the Social Security Administration for review. The next step is to schedule the data center audit.

The interface team will initiate the Interactive Voice Recognition (IVR) project to integrate NTRAC data into the citizen's phone directory service to provide Medicaid information over the phone.

The NTRAC data conversion and system testing environments are nearing completion and will be released for use in December.

## PROJECT STATUS - October 2017



A new collaborative development approach using end-to-end scenarios to build out working Curam functionality has launched. The first round of scenario based development is complete. Collaborative testing, triage and defect management for scenario one has finished. A scenario development product demo of Non IV-E Special Needs Adoption in Curam for project stakeholders was given.

The ACCESSNebraska portal and Curam Citizen portal design will be presented to the Project Board on 10/3/17. The portal design provides a single point of entry and seamless access to multiple functions. Medicaid, EA and DD client information is available and shared as part of the integrated solution.

The NTRAC project leadership team is evaluating the new CMS E&E system implementation process. The new CMS process includes a methodology that is called Medicaid Eligibility & Enrollment Toolkit (MEET).

Initiation and Planning Phase – Complete

Requirements Phase – Complete

Architecture Phase – Complete

Design Phase – 98%

Data Conversion and Migration Design Phase 76%

MCI Development Phase – 30%

Development – 34%

Testing Phase – 13%

Training Phase – 19%

Implementation Phase – Not Started

### KEY ACCOMPLISHMENTS (since last report)

- The integrated testing environment has been installed and configured
- Portal requirements, process flows and wireframes are complete
- Collaborative scenario based development and testing pilot is complete. The first end to end scenario was developed, tested and presented to project stakeholders
- Collaborative approach testing of scenario 2 will complete on 10/6
- Completed the relevant business rules development for Scenario -2 (MAGI\_MAGI Medicaid-Medicaid Parent caretaker relative and family) and released for testing
- MCI search and add services were deployed and the team is working through identified issues
- Traceability mapping is now being done in the IBM Rational tool. Mapping requirements through design, development and testing

### UPCOMING ACTIVITIES (in next reporting period)

- Collaborative development and testing for scenarios 3
- State disability rules design sessions
- Screen content review for the portal solution
- Federal Data Services Hub (FDSH) interfaces development & unit testing
- House hold evidence data conversion will be demonstrated to the State team
- Communication team created email communication related to MCI Early GO-LIVE & NTRAC GO-LIVE Dates
- Collaborative approach scenario 1 demo of training materials

# Oracle Fusion (Enterprise Resource Management Consolidation)



## PROJECT DESCRIPTION

Migrate five current disparate IT systems individually supporting human resource and benefit management, employee recruiting and development, payroll and financial functions, and budget planning to a cloud-based single enterprise platform. The migration will include implementation of two new modules: E-Procurement and Budget Planning. The end state would be the realization of operational, process, and expense synergies by moving to a single enterprise platform at the end of this migration.

## PROJECT DETAILS

**Project Manager:** Michael Rasmussen

**Start Date:** 07/13/2017

**Finish Date:** 01/15/2020

Total Estimated Costs:  
\$17,758,000.00

Actual Costs to Date:

Estimate to Complete:

## PROJECT STATUS - December 2017

Overall

Schedule

Scope

Budget

Project has been approved by NITC, Governor, and has been briefed to the Appropriations Committee. Migration funding and appropriations were approved for the project with both funds being transferred and appropriations made available starting on July 1, 2017.

DAS selected KPMG & Civic Initiatives as migration contractors for this program. A soft kick-off meeting was conducted on Tuesday, 5/23/17 and a three-day planning/workshop was conducted on 7/11/17 to 7/13/17. This workshop was to help establish the start date of this program and it's projects to plan for targeted implementation dates of the three projects /phases over the next 2.5 years. A hard kick-off was held on 10/25/17 which was live-streamed and recorded with an estimated attendance of almost 300 people across the State.

### KEY ACCOMPLISHMENTS (since last report)

Completed fuzioN Program office build-out

Resources moved into fuzioN Program area

fuzioN SharePoint site established for reporting & document repository

Continuing Oracle University training on Oracle Fusion R13

Contracts:

- Civic Initiatives Terms & Conditions completed & signed.
- Contegix Terms & Conditions completed & signed.

Kick-Off held on 10/25/17

Vision/Validation session held have covered:

For HCM:

- Workforce Administration; Payroll; Time and Labor;
- Workforce Compensation; Health and Welfare Benefits
- Retirement; Recruiting and Onboarding
- Learning

For SCM (Procurement)

- Requisitioning
- Solicit Track/Vendor Quotes and Create Agreements
- Create and Distribute Purchase Orders
- Receive Orders
- Contract Authoring/Execution/Monitoring/Administration
- Contract Management/Close-Out
- Vendor Management
- Master Lease Discussion

For FCM (Chart of Accounts)

- Initial full sessions
- Break-out sessions for large agencies

### UPCOMING ACTIVITIES (in next reporting period)

# Oracle Fusion (Enterprise Resource Management Consolidation)

- Prepare fuzioN Program area for upcoming CRP testing
- Move additional resources into fuzioN Program area for next phase effort
- fuzioN sharepoint site established for reporting & document repository
- Continuing Oracle University training on Oracle Fusion R13
- Finalize Contract for Denovo vendor
- Vision/Validation session to be held:
- For HCM:
  - Absence Management; Talent and Performance Management
  - CRP 0 schedule for January 10th & 11th
  - Payroll
- For SCM
  - Sales Orders; Sales Order Returns
  - Procurement Validation: Approvals
  - Reporting Validation Session
- For FCM (Chart of Accounts)
  - Review initial COA draft layout

## PROJECT STATUS - October 2017

Overall

Schedule

Scope

Budget

Project has been approved by NITC, Governor, and has been briefed to the Appropriations Committee. Migration funding and appropriations were approved for the project with both funds being transferred and appropriations made available starting on July 1, 2017.

DAS selected KPMG & Civic Initiatives as migration contractors for this program. A soft kick-off meeting was conducted on Tuesday, 5/23/17 and a three-day planning/workshop was conducted on 7/11/17 to 7/13/17. This workshop was to help establish the start date of this program and it's projects to plan for targeted implementation dates of the three projects /phases over the next 2.5 years.

### KEY ACCOMPLISHMENTS (since last report)

- Oracle Terms & Conditions Contract completed & signed.
- KPMG Terms & Conditions Contract completed & signed.
- fuzioN Program presentations made to the following groups:
  - Cabinet, Code Agencies
  - Non-code Director's Staff meeting
  - DAS HR
  - DAS State Personnel
  - BUG group
  - HHS Leadership
  - State Auditors Staff

Program work area identified and office space build-out started.  
Started initial Oracle Fusion R13 training via Oracle University

### UPCOMING ACTIVITIES (in next reporting period)

- Complete fuzioN Program office space build-out
- Move Program resources into fuzioN Program work area
- Complete contracts with the following:
  - Civic Initiatives
  - Denovo
  - Contegix
- Establish fuzioN sharepoint site for reporting & document repository
- Continue Oracle Fusion R13 training via Oracle University
- Finalize list of Agency resources identified to engage with fuzioN Program
- Schedule Kick-off with KPMG to initiate the KPE methodology

## Attachment 5

### REQUEST FOR WAIVER

1. Agency: Department of Correctional Services
2. Agency contact: Ron TeBrink
3. Title of the NITC Standards and Guidelines document at issue: § 8-504. Minimum workstation configuration. (Effective December 1, 2017)
4. Description of the problem or issue:

As we migrate to STN, I am requesting and an exception approval from NITC to continue with the current exceptions. Below NDCS has the following generic logons that we would like to keep:

#### CCC-L

Account name Check In-Out: User name "cccldb" Inmate Check in/Out Database Access  
Account used in control center due to the number of users rotating in and out of the position all day. Some users may only be there 15 minutes while current users take a break. Limited network access.

#### CCC-O

Account name Check In-Out: User name "cccldb" Inmate Check in/Out Database Access  
Account used in control center due to the number of users rotating in and out of the position all day. Some users may only be there 15 minutes while current users take a break. Limited network access.

#### STA

Classroom1, Classroom2, Classroom3, These are the logons they use for guest instructor so that they don't have to log themselves in and out every time they switch instructors. They would also like to keep having the logons of Student1 through Student21 and Instructor1 for the Computer lab, so that new students and outside users that have not been setup with accounts, or will never be setup with accounts, because they aren't State employees will be able to work on them. This logon has no network access, just internet access, where the new students can take the Driver education test and any other internet access they might need.

5. Description of the agency's preferred solution, including a listing of the specific requirement(s) for which a waiver is requested: Waiver to allow the use of the generic logons described above.

#### **8-504. Minimum workstation configuration.**

Improperly configured workstations are at risk to be compromised. Without proper adherence to these workstation security standards, the state is at increased risk to have data lost, stolen, or destroyed. This standard is necessary to protect the state from unauthorized data or activity residing or occurring on state equipment. It is also necessary to reduce the likelihood of malicious activity propagating throughout the state networks or launching other attacks. All managed workstations that connect to the state's network are required to meet these standards. The Office of the CIO is responsible for maintaining these standards and for configuring and managing the hardware, software, and imaging processes for all managed workstations. Workstation standards should be securely maintained and stored in a centralized documentation library. The degree of protection of the workstation should be commensurate with the data classification of the resources stored, accessed, or processed from this computer. The following are minimum workstation configuration standards:

- (1) Endpoint security (anti-virus) software, approved by the Office of the CIO, must be installed and enabled;
- (2) The host-based firewall must be enabled if the workstation is removed from the state network;
- (3) The operating system must be configured to receive automated updates;
- (4) The system must be configured to enforce password complexity standards on accounts;
- (5) Application software should only be installed if there is an expectation that it will be used for state business purposes. Application software not in use should be uninstalled;
- (6) All application software must have security updates applied as defined by patch management standards;
- (7) Web browsers settings should be selected or disabled as appropriate to increase security and limit vulnerability to intrusion;
- (8) Shared login accounts are prohibited unless approved in advance and configured by IT. Shared login accounts are only acceptable if approved through the policy exception process and alternate mechanisms or access layers exist to ensure the ability to individually identify personnel accessing non-public information;
- (9) Shared login accounts are forbidden on multi-user systems where the manipulation and storage of CONFIDENTIAL or RESTRICTED information takes place;

(10) Users need to lock their desktops when not in use. The system must automatically lock a workstation after 5 minutes of inactivity;

(11) Users are required to store all CONFIDENTIAL or RESTRICTED information on IT managed servers, and not the local hard drive of the computer. Local storage may only be used for temporary purposes when the data stored is not sensitive, and where loss of the information will not have any detrimental impact on the state;

(12) All workstations shall be re-imaged with standard load images prior to re-assignment; and

(13) Equipment scheduled for disposal or recycling must be cleansed following agency media disposal guidelines.

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**History:** Adopted on July 12, 2017.

**URL:** <http://nitc.nebraska.gov/standards/8-504.pdf>