

Nebraska Information Technology Commission**TECHNICAL PANEL**

Meeting Minutes

Tuesday, July 13, 1999, 9 a.m. to 11:00 a.m.

Varner Hall-Provost's Conference Room
38th and Holdrege Streets, Lincoln, Nebraska

Members Present: Brenda Decker, Director, Division of Communication, State of Nebraska; Peter Ford, Nebraska Educational Telecommunications; Rick Golden, representing Walter Wier for the University of Nebraska.

Others Present: Michael Winkle, NITC Executive Director; Steve Schafer, State Chief Information Officer; Tom Conroy, Information Management Systems, State of Nebraska; Rick Becker, Government Information Technology Manager; and Lori Lopez Urdiales, NITC/CIO Administrative Assistant.

Public Comment: There were none.

Technical Panel Charter.

Mr. Winkle reported that due to time constraints, the charter for the Technical Panel was tabled by the NITC until the next meeting to be held late August or early September. Members were asked to review it once more before the next NITC meeting. A membership change will be proposed to the NITC to include the NITC Executive Director and the State Chief Information Officer.

Mr. Becker distributed a draft "NITC Technical Review Panel Data Form" for member's input and suggestions. It was recommended for staff to utilize the Categories of Infrastructure discussed at the May 5th meeting for the form. Mr. Becker will refine the form for discussion at the next meeting.

Statewide Technology Plan:

Mr. Winkle informed the members that the NITC approved the "Policies and Procedures for Developing a Statewide Technology Plan" at the June 29th meeting. The next steps are to work on the plan. Mr. Becker presented an outline of each of the sections that are to be developed by the Technical Panel.

Part 3 c. Inventory. Members discussed the need to determine the users, requirements and management of the inventory. Ms. Decker provided information on the Telecom Study. The study will be used to determine where agencies are and where do they want to be in three years. This information can be taken to policy makers. It was suggested to conduct an inventory at the same time the study is done. Communications is organizing an advisory committee to assist with the implementation of the study. Their first meeting will be in August to determine the users and scope of the study. It was by group consensus for the Communications and the Office of the CIO/NITC to work cooperatively on this project. Mr. Becker will work with Tim Erickson on the timeline for this section of the statewide plan.

Part 3.d. Standards and Guidelines. A copy of the Minimum Technology Standards,

Guidelines and Architectures" approved by the NITC on September 9, 1998 was distributed to members. It was recognized that the Technical Panel should define a process by which agencies/entities can bring forth standards to be approved by the Technical Panel and the NITC. Mr. Schafer will work with Mr. Becker and Larry Zink and bring recommendations to the next meeting.

Part 4.c.2 Technical Review Process. Mr. Winkle reported that NITC/CIO staff will be working on this part at their next staff meeting and will have a document for the August Technical Panel meeting. Once the document is approved by the Technical Panel, it will need to go to the councils, Excellence in Education, oversight committees, and the Budget Office for review before final adoption.

Other Business: There was none.

Next Meeting Date:

The next meeting will be held August 10, 1999, 9 a.m. Meeting was adjourned at 11:00 a.m.

Minutes taken by Lori Lopez Urdiales, CIO/NITC Administrative Assistant and reviewed by Rick Becker, Government I.T. Manager.