NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Wednesday, April 11, 2012, 1:30 p.m.
Varner Hall - Board Room
3835 Holdrege St., Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:
Lieutenant Governor Rick Sheehy, Chair
Lance Hedquist, City Administrator, South Sioux City
Mike Huggenberger, Director-Netlink, Great Plains Communications
Doug Kristensen, JD, Chancellor, University of Nebraska-Kearney
Dr. Janie Park, President, Chadron State College
Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP
Dan Shundoff, Intellicom

MEMBERS ABSENT: Senator Galen Hadley (non-voting); Pat Flanagan, Information Services Manager; and Dr. Dan Hoesing, Superintendent, Alliance Public Schools

ROLL CALL, NOTICE OF MEETING & OPEN MEETINGS ACT INFORMATION

Lt. Governor Sheehy called the meeting to order at 1:30 p.m. At the time of roll call, there were seven voting members present and a quorum existed to conduct official business. The meeting notice was posted to the NITC website and the Nebraska Public Meeting Calendar on January 13, 2012 and rescheduled on February 10, 2012. The agenda was posted on the NITC website on April 4, 2012. The Open Meeting Act was posted on the south wall of the Varner Hall Board Room.

APPROVAL OF NOVEMBER 15, 2011 MINUTES*

Commissioner Shundoff moved to approve the November 15, 2011 minutes as presented. Commissioner Hedquist seconded. Roll call vote: Hedquist-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

PUBLIC COMMENT

There was no public comment.

REPORT - TECHNICAL PANEL REPORT
Walter Weir, Chair, Technical Panel
(Mr. Weir had a prior commitment and needed to leave the meeting early. The report was moved up in the agenda.)

STANDARDS AND GUIDELINES - NITC 5-101: Enterprise Content Management System for State Agencies (New)*
Purpose: The purpose of this standard is to provide, to the extent possible, a single technical solution for State agencies:
- Capturing all types of content and storing content electronically;
- Converting and minimizing the number of paper documents the State maintains;
- Facilitate searching and retrieval of electronic documents;
- Retaining and disposing of electronic documents based on established document retention policies;
- Improving efficiency and accuracy of information exchange; and
- Unifying document management in a single system to take advantage of economies of scale.

The State Government Council has reviewed the standard and forwarded it to the Technical Panel for review. The standard was reviewed and posted for the 30-day comment period. The Technical Panel

and State Government Council recommend approval of the standard.

Commissioner Peterson moved to approve the new NITC 5-101: Enterprise Content Management System for State Agencies Standard. Commissioner Kristensen seconded. Roll call vote: Hedquist-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES - **NITC 7-301: Wireless Local Area Network Standard (Revised)***
Purpose: The purpose of this standard is to ensure that only properly secured and managed WLANs are deployed by agencies.

The State Government Council has reviewed the standard and forwarded it to the Technical Panel for review. The standard was reviewed and posted for the 30-day comment period. The Technical Panel and State Government Council recommend approval of the standard.

Commissioner Peterson moved to approve the revised NITC 7-301: Wireless Local Area Network Standard. Commissioner Kristensen seconded. Roll call vote: Shundoff-Yes, Sheehy-Yes, Peterson-Yes, Park-Yes, Kristensen-Yes, Huggenberger-Yes, and Hedquist-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

ENTERPRISE PROJECTS

Enterprise Project Designation - Workers Compensation Court, Adjudication Re-engineering Project

The Technical Panel met in February with the project managers of the Adjudication Re-engineering Project. This is a multi-phase project that will involve e-documents, e-signing of judicial orders, and public access to case status and case documents. For the past 12 years, the agency has been preparing to get this technology in place. No additional out-of-pocket costs are anticipated. Documents will be stored and will be retrievable for future reference. The NITC is responsible for monitoring enterprise projects. The Technical Panel is requesting that this project be designated as an enterprise project.

Commissioner Kristensen moved to designate the Workers Compensation Court's Adjudication Re-engineering Project as an enterprise project. Commissioner Hedquist seconded. Roll call vote: Park-Yes, Peterson-Yes, Sheehy-Yes, Shundoff-Yes, Hedquist-Yes, Huggenberger-Yes, and Kristensen-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

Project Closures – OCIO, Enterprise Content Management System Project*

Kevin Keller, Project Manager, provided a presentation to the Technical Panel. The project is serving many customers with e-document management. The Technical Panel feels that the project is successful and is recommending that the project be designated as completed.

Project Closures - University of Nebraska and State College System, Student Information System and SAP.*

The project is completed and the system is live. There is still a remaining issue of accessibility that will be monitored. The project is working with Oracle to address this issue.

Commissioner Park moved to designate the OCIO Enterprise Content Management System Project and the University of Nebraska and State College Systems Student Information System and SAP as completed projects. Commissioner Hedquist seconded. Roll call vote: Peterson-Yes, Park-Yes, Kristensen-Yes, Huggenberger-Yes, Hedquist-Yes, Shundoff-Yes, and Sheehy-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

Project Status Report. All enterprise projects are moving along with no major issues.

[REPORT](#) - COMMUNITY COUNCIL

Broadband Regional Planning Update. The Public Service Commission received a grant from the National Telecommunications and Information Administration to develop and maintain a broadband map. The Public Service Commission has contracted with a new vendor, Broadmap, to update the state's broadband map. So far, the Public Service Commission is pleased with the services being provided by Broadmap. The broadband map is available at http://broadbandmap.nebraska.gov.

Broadband Planning Update. The Public Service Commission's broadband mapping grant also included funding for broadband planning updates. Partners in the planning project include the University of Nebraska, Nebraska Department of Economic Development, Nebraska Information Technology Commission, Nebraska Public Service Commission, and the AIM Institute. Below is a listing of some of the grant activities:

- A new website is being planned (http://broadband.nebraska.gov.
- A survey of local governments and economic development agencies is being planned.
- A broadband conference featuring Internet pioneer, Vint Cert, is being planned for Oct. 2, 2012 in Lincoln.
- A series of best practice videos are being produced.
- Monthly webinars on topics related to broadband have been held.
- Grant funding is supporting the Department of Economic Development's Entrepreneur Acceleration System (EAS) designed by Gallup to strengthen small businesses through mentoring.
- Grant funding is also supporting surveys of businesses through the Department of Economic Development's Business Retention and Expansion program.

Membership*. Two new members have been nominated. Phil Green is the assistant city administrator for the City of Blair. Brett Baker is the city administrator for the City of Seward. The Community Council is requesting approval of the nominations for new members.

Commissioner Peterson moved to approve the nominations of Phil Green and Brett Baker as new Community Council members. Commissioner Hedquist seconded. Roll call vote: Hedquist-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

[REPORT](#) - EHEALTH COUNCIL

State HIE Cooperative Agreement Progress Report. On March 15, 2010, the Nebraska Information Technology Commission received $6.8 million in funding from the U.S. Department of Health and Human Services, Office of the National Coordinator for Health IT through the HITECH ACT enacted as part of the American Recovery and Reinvestment Act of 2009. The Nebraska Information Technology Commission is partnering with NeHII (Nebraska Health Information Initiative), eBHIN (Electronic Behavioral Health Information Network), the Nebraska Department of Health and Human Services Division of Public Health, and the Nebraska Statewide Telehealth Network to implement the cooperative agreement.

NeHII is completing implementation activities with 1 new hospital—Regional West Medical Center in Scottsbluff—and has recruited 20 hospitals, including 16 Critical Access Hospitals, Boys Town National Research Hospital, Columbus Community Hospital, BryanLGH West and BryanLGH East. When these hospital implementations are completed in 2012, approximately two-thirds of the state's hospital beds will be covered by NeHII. NeHII now has over 2,000 users, up from 1,288 on Dec. 31, 2010.

NeHII and the Nebraska Department of Health and Services Division of Public Health have been working with NeHII's vendor, Axolotl, to exchange information between the State of Nebraska's immunization registry, NESIIS, and NeHII. Phase I of the exchange is operational, allowing the exchange of data from NeHII's electronic health record (EHR) users to the immunization registry. Work continues on the other

two phases of the project. NeHII, Axolotl, and the NDHSS Division of Public Health are also working on the exchange of information between NeHII and the State's disease reporting system (NEDSS) and the State's syndromic surveillance system. NeHII began a pilot of the Direct Project in late 2011 for results delivery via secure messaging with Pathology Services in North Platte.

Nebraska is also developing one of the country's first behavioral health information exchanges. eBHIN went live with its electronic health record and electronic practice management (EHR/EPM) system and data upload to Magellan, the State's administrative services organization, in the summer of 2011 in southeast Nebraska. In December 2011, behavioral health providers in Region I in the Panhandle went live with the EHR/EPM system. The HIE will go live in both regions early in 2012. A progress report showing metrics is included in the meeting materials.

Evaluation. In December 2011, the NITC/Office of the CIO contracted with UNMC to serve as an external evaluator for the State HIE Cooperative Agreement. The scope of work focuses on seven areas:
- Required and ad hoc monitoring and tracking
- Provider satisfaction with health information exchange
- Consumer satisfaction
- E-prescribing evaluation
- Radiology and laboratory data
- Utilization of medication histories
- Value of HIE in the emergency department

UNMC has already completed a lab census and a survey of Nebraska pharmacies not accepting e-prescriptions. The evaluation team is currently analyzing the results and preparing reports.

Plan Updates. The Office of the National Coordinator for Health IT released guidance for updating state eHealth plans on February 8, 2012, giving Nebraska and other states with plans originally approved in 2010 a deadline of May 8, 2012. Revised plans must include an evaluation plan, sustainability plan, privacy and security framework, and implementation timelines. The eHealth Council met on Feb. 29 to discuss plan revisions. The eHealth Council agreed that a small group of individuals involved in implementing the State HIE Cooperative Agreement would work on plan revisions. Besides the new sections, most of the changes to the plan will be simply updates reflecting the current health information exchange environment. The only other significant change will likely be greater incorporation of Direct into our strategies. Direct is a protocol for the secure messaging of health information. The Office of the National Coordinator is currently working diligently to identify use cases for Direct.

Privacy and Security Framework. The Office of the National Coordinator released a program information notice on a privacy and security framework on March 22, 2012. A revised document was sent on March 23, 2012. No extension for the privacy and security section required in state plan updates was given. The privacy and security framework includes the domains of individual access; correction; openness and transparency; individual choice; collection, use and disclosure limitation; data quality and integrity; safeguards; and accountability. Some of the policies are likely not achievable today. For example, the individual choice domain includes the following statement:

> "Individuals should have choice about which providers can access their information. In addition, recipients are encouraged to develop policies and technical approaches that offer individuals more granular choice than having all or none of their information exchanged."

To Ms. Byer's knowledge, technical solutions to segregate data are currently not available. Implementing this policy could add additional costs to health information exchange initiatives. A copy of the Privacy and Security Program Information Notice is included in the meeting materials.

Membership Renewals*. The eHealth Council is recommending approval of membership renewals of six eHealth Council members: Dr. Delane Wycoff; John Roberts; Harold Krueger; Joel Dougherty; Nancy Shank; and Donna Hammack.

Commissioner Kristensen moved to approve the eHealth membership renewals. Commissioner Park seconded. Roll call vote: Hedquist-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

eHealth Updates. Commissioners had no questions on the eHealth updates.

Lt. Governor commended Ms. Byers for her work with Nebraska's eHealth initiative.

REPORT - STATE GOVERNMENT COUNCIL REPORT
Rick Becker, Government I.T. Manager

The State Government Council has met twice since the last NITC meeting. The primary focus and discussion has been on the development of the two standards on today's meeting agenda for approval and adoption. This summer, agencies will be submitting their biennial budget requests. As part of the process, agencies are required to submit their Agency's IT plans. In addition, if funding for any IT projects is going to be requested, agencies must submit an IT Project Proposal which must be reviewed by the Technical Panel. The State Government Council, Education Council, and the Technical Panel will forward funding recommendations to the NITC for final approval. I.T. budget request recommendations will be on the agenda for the November meeting. The Agency Information Technology Plan Form and the Project Proposal Form were included in the meeting materials.

REPORT - EDUCATION COUNCIL REPORT
Tom Rolfes, Education I.T. Manager and Matt Blomstedt, Distance Education Council Chair

Since the last NITC meeting, Ed Hoffman has been elected as the Education Council Co-chair representing higher education. The Education Council task groups of Governance, Network Nebraska Services, Emerging Technology, and Marketing have continued to work on the 20+ NITC action items that they were assigned.

Network Nebraska – Education Update. Mr. Rolfes distributed a diagram of the backbone as it will look as of July 1, 2012. Network Nebraska is in its 5th year of operation. The Office of the CIO and State Purchasing have just finished a massive procurement process to bid on a significant number of services, including Internet, backbone, and Wide Area Network circuits throughout the state. The bidding was successful in terms of savings for Nebraska education entities.

Procurement Summary
- 295 WAN circuits were bid for K-12; 258 were awarded to 10 different vendors
- 8 backbone circuits were bid for Network Nebraska; 8 were awarded to 3 different vendors
- 5 Internet egress points were bid for Network Nebraska; 5 were awarded to 3 different vendors
- 14 WAN circuits were bid for higher education; 14 were awarded to 4 different vendors
  In all, 285 of 322 services were awarded, involving 11 different telecommunications companies

Backbone bid results:
- % Increase in Total Backbone Length = +255% (added G.I. to Scottsbluff to Omaha; 301 ► 1070 miles)
- % Increase in Transport Bandwidth = +200% (average bandwidth increased from 567Mbps ► 1.7Gbps)
- % Decrease in Total Backbone Cost = -39% (while increasing bandwidth by 2X and length by 2.5X)
- % Decrease in Aggregation Cost = -80% (RFP required vendors to provide Gigabit handoffs)
- % Increase in Aggregation Sites = +60% (increase from 3 to 5; adding Scottsbluff, Omaha Farnam)

Internet bid results:
- Statewide unit cost of Internet decreased by 58% (From $6.00/Mbps/month down to $2.55/Mbps/month)
- Statewide Internet purchases by K-12 and some higher education entities increased by 118%

(From 2,242Mbps/month up to 4,900Mbps/month) beginning 7/1/2012.

WAN bid results:
The statewide average cost for 4 years of 40Mbps service decreased by about 40% from 2007-11 prices. Where feasible, school districts and colleges either increased their bandwidth, lowered their costs, or both.

Membership Changes for 7/1/2012 (Net +4, 249 Total):
- K-12 public schools: (+2) Freeman Public Schools, Sterling Public Schools; (-1) Dodge-Howells Merger
- K-12 nonpublic schools: (+1) Holy Family School at Lindsay
- Higher education: (+2) Little Priest Tribal College-Winnebago, Nebraska Indian Community College-Macy

Interregional Transport Fee Projections for 2012-13:
- Higher Education: $62.28/month/entity (38% decrease from $101.09/month/entity from 2011-12)
- K-12 Schools/ESUs: $17.75/month/entity (44% decrease from $ 31.69/month/entity from 2011-12)

Core Infrastructure Upgrade Projections for 2012-13:
3 core router replacements; 2 core router additions at Scottsbluff-Panhandle Research Center, Omaha-1623 Farnam; 1 packet shaper upgrade; and 1 set of Sienna router gear interconnecting Omaha aggregation sites

Participation Summary (as the 7/1/2012 Legislative benchmark of the CIO "providing access" approaches)
- 213 of 248 public school districts (86%)
- 15 of 17 Educational Service Units (88%)
- 8 of 8 community colleges (100%)
- 3 of 3 state colleges (100%)
- 1 of 1 University of Nebraska (100%)

Commissioners commented on the impressive progress and cost savings. Mr. Rolfes acknowledged the work and involvement of CAP (Collaborative Aggregation Partnership) for this effort.

Digital Education Update. Matt Blomstedt, Executive Director, ESU Coordinating Council. Mr. Blomstedt updated the Commissioners on the Digital Education Action Items of the 2012-2014 Statewide Technology Plan. Accessibility to high bandwidth is critical to distance education.
- *D.1 Promote the usage of the National Repository for Online Courses (NROC) content by Nebraska educators.* There is a collaborative partnership with several key players such as the Department of Education, Educational Service Units, and some colleges and universities. In addition, NET has been involved in the discussion.
- D.3 *Develop and deploy a statewide digital content repository that allows the assignment of digital property rights and the uploading, cataloguing, metatagging, searching, and downloading of digital learning objects by Nebraska educators.* D.4 *Develop and deploy a statewide learning management system for every K-12 teacher and learner, grades 6-12, and to also train teachers in effective instructional design to integrate synchronous and asynchronous technologies.* These two action items coincide. A learning management system is critical to make content useful and ability to exchange content courses. Mr. Blomstedt plans to meet with the NITC Education Council and the Nebraska Department of Education to discuss resources and funding. This project may be submitted as an IT Project Proposal.
- D.5 *Develop and deploy a statewide directory services structure that will enable students and teachers a single sign-on to associated learning management services and content.* The Educational Service Units Network Operations Committee (NOC) is addressing how we go about purchasing e-textbooks and other digital materials, as well as implementing a directory services structure.

REPORT - GIS COUNCIL REPORT
Nathan Watermeier, GIS Coordinator

Mr. Watermeier was introduced as the new GIS Coordinator. He provided a brief autobiography.

GIS/Geospatial Strategic Planning. The GIS Council received federal funding to do GIS/Geospatial Strategic Planning for the State of Nebraska. Stakeholders have been involved since the very beginning stages. A third party vendor was hired to assist with strategic planning. An electronic survey was developed and conducted in December. According to the vendor, Nebraska has had the highest response of any other state. Regional planning workshops were held in Omaha, Lincoln, Grand Island, Norfolk, Gering and North Platte with a total of 149 attendees.   There has been a request to hold another workshop in Kearney. The project ends June 30th. As a result of the plan, a business case will be developed. There will be a GIS strategic planning retreat in June. Agency directors will be invited to share the strategic plan and have a discussion. GIS used to be just a buzzword but it is becoming more and more prevalent in the services that state and local government provide.

GIS Council Working Groups. The GIS Council currently has four work groups: Nebraska Geospatial Data Sharing and Web Services Network Work Group; Street Centerline Address Database Work Group; Land Records Working Group; and the Imagery Work Group. The NSDI (National Structure Data Infrastructure) calls for the establishment of the National Spatial Data Infrastructure—defined as the technologies, policies, and people necessary to promote sharing of geospatial data throughout all levels of government, the provide non-profit sections, and the academic community. NSDI wants all states to have accurate data in seven areas. As the initiative progresses, the GIS Council will establish work groups to address these areas.

NebraskaMAP. NebraskaMAP is still functioning through the collaborative effort of state agencies contributing their expertise to maintain the data, but a long term plan must be developed. Hopefully, this will be part of the strategic plan.

Revised GIS Council Charter*. The charter has been revised to include the Nebraska State Patrol as a council member and to specify that the Vice Chair will assume the Chair role after completing his or her term.

Commissioner Peterson moved to approve the Revised GIS Council Charter*. Commissioner Park seconded. Roll call vote: Peterson-Yes, Park-Yes, Kristensen-Yes, Huggenberger-Yes, Hedquist-Yes, Shundoff-Yes, and Sheehy-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

Membership*. There are still three at-large member vacancies to fill. As Mr. Watermeier listened to stakeholders at the regional meetings, he acknowledged a separation between the county and state perspectives. It would be beneficial to have more county representation on the Council. The GIS Council is requesting approval of the following new members: Maj. Kyle Otte, Nebraska State Patrol; Kelly Mueller, County; and Nancy Cyr, Clerk of the Legislature.

Commissioner Kristensen moved to approve the nomination of three new GIS Council members. Commissioner Shundoff seconded. Roll call vote: Hedquist-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-7, No-0, Abstained-0. Motion carried.

INFORMATIONAL UPDATES

Microsoft Cloud. At the last NITC meeting, the Commission was informed about how the state moving e-mail services to the cloud.   The OCIO is working to make the move seamless. The first group to move to the cloud was the OCIO. Other agencies are preparing their mailboxes for the move by cleaning up mailboxes.

State Accounting RFI Related to Future Technology Options for the State's Enterprise Resource Planning System. Carlos Castillo, Administrative Services Director, was not available. The current financial system, JD Edwards (E1) was implemented at least 10 years ago. The State is looking at refreshing technology. An RFI was released on February 28 to explore what are the state's options. The RFI was opened April18. If funding is needed, Administrative Services will most likely be submitting an IT Project Proposal. It is anticipated that if an RFP is released, the NITC will be involved as it would be an enterprise project.

Public Safety Communications (NCOR and NWIN Annual Reports). The annual reports have been submitted to the Governor. There is an effort to put together a national interoperability system. One of the requirements is that every state designate a SWIC (Statewide Interoperability Coordinator). The Governor appointed the Lt. Governor as Nebraska's SWIC. The NCOR and NWIN groups were established in an executive order and both groups report to the SWIC. Both have been functioning for approximately five years now. Now it is time to bring both of these groups into one group to finish the integration of statewide system which involved both state and local government. The Lt. Governor is working with the OCIO on writing the executive order to establish the group. It is anticipated it will be completed within the next couple of weeks.

OTHER BUSINESS

On May 24, the OCIO is hosting an ECM workshop where agencies will demonstrate their ECM projects and discuss potential sharing of applications. Commissioners will be invited.

PRESENTATION TO OUTGOING COMMISSIONERS

Commissioners Park and Peterson were presented appreciation plaques for their years of service to the NITC.

ADJOURNMENT

With no further business Lt. Governor Sheehy adjourned the meeting at 2:54 p.m.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by the NITC staff.