

## **NEBRASKA INFORMATION TECHNOLOGY COMMISSION**

Thursday, June 30, 2011, 1:30 p.m.

Educational Service Unit 10, Conference Room E

76 Plaza Blvd, Kearney, Nebraska

Videoconference Sites [Neb. Rev. Stat. § 84-1411(2) and (6)]

City Administration Offices, 1615 1st Avenue, South Sioux City, Nebraska

Executive Building, Suite 103, 521 South 14th Street, Lincoln, Nebraska

### **MINUTES**

#### **MEMBERS PRESENT:**

Lieutenant Governor Rick Sheehy, Chair

Senator Galen Hadley (non-voting)

Pat Flanagan, Information Services Manager

Lance Hedquist, City Administrator, South Sioux City (South Sioux City Site)

Dr. Dan Hoelsing, Superintendent, Alliance Public Schools

Mike Huggenberger, Director-Netlink, Great Plains Communications

Dr. Janie Park, President, Chadron State College

Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP (Lincoln Site)

Dan Shundoff, Intellicom

**MEMBERS ABSENT:** Doug Kristensen, JD, Chancellor, University of Nebraska-Kearney

#### **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 eight voting members present to conduct official business. The meeting notice was posted to the NITC and Public Meeting Calendar websites on June 21, 2011. The agenda was posted on the NITC website on June 24, 2011.

#### **APPROVAL OF MARCH 1, 2011 MINUTES**

Dr. Hoelsing moved to approve the [March 1, 2011](#) minutes as presented. Dr. Park seconded. Roll call vote: Flanagan-Yes, Hedquist-Yes, Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.

#### **PUBLIC COMMENT**

There was no public comment.

#### **INFORMATIONAL UPDATES**

**Lincoln Public Schools Disaster Recovery.** Kirk Langer, Technology Director, Lincoln Public Schools gave an update on the disaster recovery efforts of Lincoln Public Schools. On May 30, 2011, a fire at the Lincoln Public Schools (LPS) Administrative Offices was reported. All contents and the building's physical structure were considered a loss at approximately \$20 million. LPS had a multi-level disaster plan in place to save data off-site including back-up of transactional data (AS400 based). All were fully functional and available within 24 hours of the fire. Voice over IP was fully redundant within a 24 hour period. Early morning on May 31<sup>st</sup>, Walter Weir from the University of Nebraska called to assist LPS and offered I.T. relocation and mobilization including the temporary provision of I.T. equipment. There are two AS400 units housed in two different locations. Eighty (80%) of all front-line systems are in place. Discussions regarding a long term I.T. facility are occurring. In addition, continued discussions will occur about data repository opportunities. It was suggested that LPS share best practices with other school districts possibly through the Educational Service Units, ESU Network Operations Committee, Network Nebraska, and the Network Nebraska Advisory Group. Mr. Cone informed the Commission that ESU 10, ESU 11, ESU 13, ESU 15 and ESU 16 have developed a consortium that offers off-site data back-up for their school districts, in addition to other services.

**Public Safety.** At the last NITC meeting, it was reported that Phase 4 of the statewide public safety project was being installed. It is currently operational. The project is now working on the “inter-connectivity” portion. NPPD has moved their infrastructure to the Public Radio System. Two more entities want to be part of the Public Radio System - Lincoln Electric System and Lincoln County. The Lincoln County agreement was signed yesterday. Lincoln County is the first county in Nebraska to join. It is anticipated that the first group of local entities utilizing regional interoperability will be established by the end of summer.

**2011 OCIO Annual Report.** The Office of the CIO is working on the 2011 annual report. This year’s theme is “Measures of Success”. Since its inception in 1998, the Nebraska Information Technology Commission has developed from a policy-only focus to both a policy and operational focus, together with the Office of the CIO. It has had many accomplishments and has proven to be effective in its collaboration efforts. The Lincoln Public School’s fire crisis is an example of collaboration. The report will be sent to Commissioners before the next meeting.

**FCC Public Forum.** The Federal Communications Commission hosted a public forum on May 18, 2011 to listen to Nebraska citizens about programs, universal service and broadband. The Nebraska Public Service Commission provided assistance in planning the forum. Mignon Clyburn, Commissioner, Federal Communications Commission and Chair, Universal Service Federal/State Joint Board, as well as other representatives, were present for the forum. Nebraska success stories were heard. Dr. Hoelsing testified at the educational forum. Senator Hadley informed the Commission that the Nebraska Legislature’s Telecommunications and Transportation Committee also had an opportunity to speak to Congressman Lee Terry as well.

## **STATEWIDE TECHNOLOGY PLAN – APPROVAL OF STRATEGIC INITIATIVES**

Brenda Decker, Chief Information Officer

The NITC’s current strategic initiatives are:

- Network Nebraska
- Community IT Planning and Development
- eHealth
- Public Safety Communications System
- Digital Education
- State Government Efficiency
- E-Government
- Security and Business Resumption

The NITC advisory councils develop action plans to accomplish the NITC initiatives. Discussion occurred regarding the LPS fire and where disaster recovery should be included as an initiative. It was determined that it could be included under the “Security and Business Continuity” initiative. There are discussions underway in the education community about Network Nebraska offering disaster recovery for educational entities. In addition, moving to the cloud will assist state government with its disaster recovery and business continuity efforts. The Office of the CIO recently practiced business continuity with the replacement of the Uninterruptible Power Supply (UPS) system. The system was replaced without any interruption of government services and/or operations to Nebraska citizens. Brenda Decker commented that the project was likened to changing an aircraft engine while in flight.

**Commissioner Shundoff moved to approve the [Statewide Technology Plan Strategic Initiatives](#). Commissioner Flanagan seconded. Roll call vote: Shundoff-Yes, Sheehy-Yes, Peterson-Yes, Park-Yes, Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, and Flanagan-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

## **REPORTS - COMMUNITY COUNCIL REPORT**

Brenda Decker, Chief Information Officer (reporting for Anne Byers)

[Broadband Update](#). The Council has been partnering with the Public Service Commission's broadband planning activities. A series of regional forums were held to present Nebraska's broadband map and to kick off regional broadband planning efforts. The dates and locations of the forums are listed below:

March 23 – Norfolk  
March 30 -- Gering  
March 31 – Valentine  
April 6 -- North Platte  
April 7 -- McCook  
April 13 -- Lincoln  
April 14 -- Minden  
April 28 -- Omaha

Regional broadband committees are beginning to meet. These groups will be assessing each region's e-readiness and develop a plan to encourage adoption of broadband applications and the continued deployment of broadband services.

### **REPORTS - [EHEALTH COUNCIL REPORT](#)**

Brenda Decker, Chief Information Officer (reporting for Anne Byers)

**Health Information Exchange Activities.** Nebraska is making significant progress in developing statewide health information exchange. Nebraska's State Health Information Exchange Cooperative Agreement is supporting the efforts of NeHII, the state's lead health information exchange, and eBHIN (the Electronic Behavioral Health Information Network), a specialty exchange serving behavioral health providers.

**NeHII.** Creighton University Medical Center joined NeHII this spring, bringing the number of hospitals participating in NeHII to 17. Participating hospitals and payers include:

- Alegent Health Hospitals (Bergan, Community Memorial, Immanuel, Lakeside, Memorial, Mercy, Midlands, Nebraska Spine),
- Children's Hospital and Medical Center,
- Creighton University Medical Center,
- Great Plains Regional Medical Center,
- Mary Lanning Memorial Hospital
- Methodist Health System (Methodist Hospital and Methodist Women's Hospital),
- The Nebraska Medical Center including Bellevue Medical Center, and
- BlueCross and BlueShield of Nebraska.

NeHII is expected to announce the addition of several other hospitals and health systems in the next few months. Nearly 1,700 providers are participating in NeHII, up from nearly 1,300 in early January. NeHII is one of the first health information exchanges to provide services to pharmacies. Six pharmacies have now joined NeHII. NeHII has tested the exchange of data from health care providers using NeHII's EMR to the State's immunization registry. Further work on exchanging data between NeHII and the State's immunization registry will continue after NeHII finishes a system upgrade.

**Electronic Behavioral Health Information Network (eBHIN).** eBHIN is going live with the exchange of demographic data to Magellan, the organization which is contracted to oversee the provision of mental health, substance abuse, and gambling addiction treatment for the Nebraska Department of Health and Human Services. The exchange of clinical data among providers in southeast Nebraska will go live later this summer. eBHIN plans to expand services to Region I in the Panhandle later this year. eBHIN has discussed providing services to other regions as well.

**Managing Consent and Authorization.** NeHII and eBHIN have developed an innovative method of managing consent and authorization to allow the exchange of information between NeHII and eBHIN in compliance with federal requirements regarding the exchange of specially protected health information. CFR 42 Part 2 requires that the recipient of specially protected health information be named. In the HIE environment, with a record locator service, the record could potentially be available to everyone in the network. Utilizing a list of network participants with the release is not practical because it is invalidated anytime a new member is added, and the number of participants could become quite large. A two-part consent process was developed. In the first treatment setting, the patient consents to allow the information to be sent to the HIE. In the second treatment setting, the patient consents to allow them to go retrieve the record. This allows the participating organization to be named. The Network Participating Organizations agree through a participation agreement that records will only be accessed for treatment purposes, and individual users are required to sign a user agreement stating they will abide by these policies. Random audits are performed to assure that inappropriate access is not taking place. This will allow providers across Nebraska to have access to the complete medical record at the time of treatment.

**Upcoming Events:**

- Wide River Technology Extension Center and the Centers for Medicare and Medicaid Services (CMS) are planning a press conference on July 19 in Omaha to celebrate the first Medicare incentive payment made to a Nebraska physician for the adoption of electronic health records.
- NeHII will hold its annual meeting in North Platte on July 21 from 2:00 to 5:00.
- On July 20-22, Erica Galvez from the U.S. Department of Health and Human Services Office of the National Coordinator for Health IT will be making a site visit to see firsthand the progress being made through Nebraska's State HIE Cooperative Agreement. She will also be attending the NeHII annual meeting.
- On August 24, Wide River Technology Extension Center will host a summit on meeting Meaningful Use in Scottsbluff. The event will include a discussion of e-prescribing from the perspectives of both pharmacists and prescribers. Deb Bass from NeHII and Lisa Bewley from Regional West Medical Center will also give a presentation on how health information exchange can support hospitals in achieving Meaningful Use of electronic health records.

**Audit.** The State Auditor's Office has notified DAS Accounting that the State HIE Cooperative Agreement will be audited this year as part of the State's single audit.

**Progress Reports.** The Office of the National Coordinate did not specify a report format or require progress reports until May 27, 2011. In the interim, reports have been submitted using our own format. The April report is included in the meeting materials. There were no questions from the Commissioners on the progress reports.

- [April State HIE Progress Report](#)
- [June 2010 State HIE Progress Report](#)

**Membership.** The following slate of membership nominations has been approved by the eHealth Council for final approval by the NITC.

Membership renewals:

- Senator Annette Dubas
- Congressman Jeff Fortenberry
- Lianne Stevens, The Nebraska Medical Center
- September Stone, Nebraska Health Care Association
- Ken Lawonn, NeHII and Alegent Health
- Sue Medinger, Department of Health and Human Services, Division of Public Health
- Marsha Morien, UNMC College of Public Health
- Vivianne Chaumont, Department of Health and Human Services, Division of Medicaid and Long Term Care
- Greg Schieke, Wide River Technology Extension Center

New eHealth memberships:

- Laura Meyers, Nebraska Statewide Telehealth Network (A resume in the meeting materials.)

- Donna Hammack, St. Elizabeth Foundation (Formerly represented the Nebraska Statewide Telehealth Network, has agreed to represent St. Elizabeth Regional Medical Center.)

**Commissioner Park moved to accept the renewal and new membership nominations for the eHealth Council. Commissioner Shundoff seconded. Roll call vote: Hedquist-Yes, Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Shundoff-Yes, and Flanagan-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

## **REPORTS - EDUCATION COUNCIL REPORT**

Tom Rolfes, Education I.T. Manager

**Network Nebraska Update.** Staff of the Office of the CIO is gathering data to respond to additional Program Integrity Assurance questions from the Universal Services Administrative Corporation (USAC). Effective July 1, the available amount of Internet access for Network Nebraska will increase from 1.9 to 2.2 Gbps (Gigabits per second). Currently 226 entities are Network Nebraska partners. All 226 partners are rejoining Network Nebraska for another year. The Southeast ESU Region of ESUs 3, 4, 5, 6, have never been part of Network Nebraska due to having their own high speed network. This year, there are 18 entities within this region that have decided to join Network Nebraska pending school board and/or administrative approval. The Grand Island Public Library will be the first library to join Network Nebraska and that will occur by August 1. Hastings Community College, Metropolitan Community College, Doane College and Creighton University will also be joining. After these new partners join, there will be 246 entities participating. The Henry Doorly Zoo, the Omaha Catholic Archdiocese and some other independent colleges have also expressed interest in joining Network Nebraska. eRate will reimburse 68% or about \$200,000 of the eligible statewide backbone expenditures be for this coming year. Until confirmation has been received from all prospective partners, the Participation and Interregional Transport rates for 2012 cannot be determined. It is anticipated that rates will decrease slightly with the addition of the new partners. This coming fall, Network Nebraska's RFP will include the rebidding of the statewide backbone, statewide Internet access, core aggregation routers, and over 150 wide area network (WAN) circuits.

**Network Nebraska Advisory Group Update.** The Advisory Group met on April 26th and will be meeting on July 13th. The group is looking at redesigning the Network Nebraska web site and has also formed a work group to address IPv6. Within the next 12-18 months, every technology device on the Internet will be moving to IPv6 addressing.

**Membership.** The Education Council met on March 10 and May 10 to work on the action items and will update them and have them available for approval at the next NITC meeting. The following slate of membership nominations has been recommended by the Education Council for final approval by the NITC.

Higher Education (2011-13 term)

Membership renewals: Yvette Holly, UN System and Ed Hoffman, State College System

New membership: Ken Clipperton, Independent Colleges & Universities

K-12 Education (2011-13 term)

Membership Renewals; Bob Uhing, Educational Service Units; Stephen Hamersky, Non-public Teachers; and Leonard Hartman, Public Teachers

New Membership: Mike Lucas, Administrators

Pro Tempore Members (2010-12 term)

John Dunning, State College System

The Council is still awaiting replacement confirmations for Mike Chipps, Community College System and Arnold Bateman, University of Nebraska System.

**Commissioner Hoelsing moved to approve the new and renewal membership nominations from the Education Council. Commissioner Huggenberger seconded. Roll call vote: Shundoff-Yes, Sheehy-Yes, Peterson-Yes, Park-Yes, Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, and Flanagan-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

## REPORTS - STATE GOVERNMENT COUNCIL REPORT

Rick Becker, Government I.T. Manager

The State Government Council has met twice since the last NITC meeting to discuss, review and recommend the two standards being presented today by the Technical Panel. As a follow-up from the last meeting, the Hardware Configuration Work Group was established with the goal of developing standardized configuration for price savings. The State of Nebraska has signed a contract with WSCA (Western States Contracting Alliance) offering premium savings of up to 40% with no purchasing requirements. Standard configurations are updated every six months.

**Revised Council Charter.** The primary reason for revising the charter was to add language regarding conflicts of interest for members. The issue arose in the GIS Council and will be discussed in the GIS Council Report. Although this is listed as an action item, Mr. Becker requested that the Commission not take any action today. Staff will be working with the Nebraska Accountability and Disclosure Commission to revise the draft conflicts language. This will be an action item for the next Commission meeting.

## REPORTS - GIS COUNCIL REPORT

Larry Zink, GIS Coordinator

**Revised Council Charter.** The proposed revision of the Council Charters was at least in part in a response to an issue that arose in the GIS Council. The Office of the CIO, in support of the GIS Council, has released an RFP for GIS Strategic Planning. One of the Council members had recently changed employment and had taken a position with a firm that expressed an interest in competing for the bid. Since the Council member had taken this new position, he and the Council had tried to be very careful to proactively follow proper protocol and excuse him from meetings when details of the RFP were being discussed and from other communications related to the details of the RFP. DAS Material Division ultimately decided that all parties involved had been sufficiently proactive in our efforts to avoid potential conflicts of interest. However, in reviewing the process followed, the Council was encouraged to modify its Council Charter to add a little more clarity about how potential conflicts of interest should be handled.

Initial draft language has been developed, but as Mr. Becker mentioned earlier, further discussions with the Nebraska Accountability and Disclosure Commission need to occur before it is finalized. Staff and commissioners agreed to wait until the next meeting to approve this revision to all NITC's Advisory Group charters.

**RFP for Strategic Planning.** As was noted before, the OCIO has released, on behalf of the GIS Council, an RFP requesting bids for statewide GIS/geospatial strategic planning. The funding for this strategic planning effort will come from a grant from the Federal Geographic Data Committee (FGDC). The bid proposals are due July 11, 2011.

**The NebraskaMAP Final Project Report** is now completed and is posted on the website. The NITC funded approximately one-half of the two-year startup pilot project funding. Many of the objectives of the pilot project were successfully completed and a working model of the enterprise-level geospatial data portal is now running on the [OCIO servers](#). The two-year pilot has successfully shown the potential of this technology when employed to support enterprise-level geospatial services. A broad cross-section of state, local and federal agencies have supported this project and continue to be involved. The GIS Council and the OCIO are struggling with how to continue and sustain the project in the context of the current state budget crunch. To support and further develop the potential of this enterprise-level service, it is necessary to have available some fairly high-level GIS/Internet technical skills. While the OCIO has available a broad spectrum of the skills needed to support these web-based services, there is currently no one at the OCIO with these GIS/Internet technical skills.

Several of the state and local agencies involved in providing support and planning activities related to the current Missouri River flooding have requested that the NebraskaMAP infrastructure be used to help support those efforts. GIS and GIS datasets are critical elements in supporting flood-related activities. One of the problems is that different agencies have different versions of similar datasets and this can

cause problems as they seek to work together to respond to flood-related problems. It has been requested that some commonly used GIS datasets (imagery, elevation, anticipated flood inundation areas, etc.) be made available through the NebraskaMAP so that multiple agencies can be working from the same datasets. The current lack of dedicated high-end GIS technical support for the NebraskaMAP has slowed the response to this request. However, the OCIO and the GIS Council are seeking to respond through the use of some “volunteer” technical support from Game and Parks Commission, Dept. of Natural Resources, and the City of Lincoln. This event has shown the importance of this type of enterprise service and the need to provide the technical support to allow it to realize its potential to support both emergency response and everyday business use.

## **REPORTS - TECHNICAL PANEL REPORT**

Walter Weir, Chair

Mr. Weir complimented Educational Service Unit 10 on their facilities and commended the formation of the NITC and its mission and goals. Through the relationships established through the NITC, Lincoln Public Schools knew who to contact and all entities came together to take care of LPS.

**Standards and Guidelines, NITC 4-205: Social Media Guidelines (Revised).** The purpose of this document is to provide guidelines for the use of social media by state government agencies. Agencies may utilize these guidelines as a component of agency policy development for sanctioned participation using social media services, or simply as guidelines. State employees or contractors creating or contributing to blogs, microblogs, wikis, social networks, or any other kind of social media both on and off the Nebraska.gov domain need to be made aware of these guidelines or the guidelines of their agency. The State expects all who participate in social media on behalf of the State, to understand and to follow the appropriate guidelines. These guidelines will evolve as new technologies and social networking tools emerge. The decision to utilize social media technology is a business decision, not a technology-based decision. It must be made at the appropriate level for each department or agency, considering its mission, objectives, capabilities, and potential benefits. Since these technologies are tools created by third parties, these guidelines are separate from state policies regarding privacy and cookies. Agencies may choose to author disclaimers to remind users that, at their own risk, they are leaving an official state website for one which is not hosted, created, or maintained by the State of Nebraska, and that privacy controls and the use of cookies becomes the jurisdiction of that third-party utility.

Both the State Government Council and the Technical Panel have recommended approval of the revised guidelines.

**Commissioner Park moved to approve NITC 4-205: Social Media Guidelines as revised. Commissioner Hoelsing seconded. Roll call vote: Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Shundoff-Yes, Flanagan-Yes, Hedquist-Yes, and Hoelsing-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

**Standards and Guidelines, NITC 5-204: Linking a Personal Portable Computing Device to the State Email System (Revised).** This standard provides for the requirements to connect a personal Portable Computing Device (PCD) to the State's email system. This standard does not apply to PCDs provided by the agency.

Originally, the NITC approved the standard for non-confidential data. Since then, there have been agencies requesting that a standard for confidential information also be developed. Rather than create a whole new standard, the work group decided to have one standard with two different attachments for staff to sign – one for “non-confidential” data and another for “confidential” data. Agency directors still have the authority to approve or deny staff's requests. The State Government Council recommended approval with the addition of a statement above the employee's signature line stating that in the event of litigation the device may be subject to discovery requirements including impoundment. The Technical Panel recommended approval by the NITC.

**Commissioner Hoelsing moved to approve NITC 5-204: Linking a Personal Portable Computing Device to the State Email System as revised and with the change recommended by the State Government Council. Commissioner Shundoff seconded. Roll call vote: Flanagan-Yes, Hedquist-Yes, Hoelsing-Yes, Huggenberger-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, and Shundoff-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

**New Work Group.** Rick Becker reported that the NITC statutes require the establishment of an advisory group for intergovernmental data communications. This requirement was added as part of legislation that discontinued a previous group known as NIDCAC (Nebraska Intergovernmental Data Communications Advisory Council). The former NIDCAC group brought together local government agencies to discuss issues. The OCIO has maintained a group which has been meeting monthly for this purpose. The Technical Panel is recommending that they formally recognize this group as a Technical Panel work group.

**Commissioner Huggenberger moved to approve establishing an Intergovernmental Data Communications Work Group that would report to the Technical Panel. Commissioner Hoelsing seconded. Roll call vote: Shundoff-Yes, Sheehy-Yes, Peterson-Yes, Park-Yes, Huggenberger-Yes, Hoelsing-Yes, Hedquist-Yes, and Flanagan-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.**

#### **OTHER BUSINESS**

**Cyber Security Conference.** Brad Weakly reported on the upcoming 6<sup>th</sup> Annual Cyber Security Conference. This year's keynote speaker, David Hemsath, is a UNL graduate. In addition to the breakout sessions, there will be two hands-on sessions – one for beginners and another for advanced users. Registration information was linked to the agenda. The conference will be held on July 26<sup>th</sup> at Southeast Community College, 68<sup>th</sup> & M, in Lincoln.

#### **ADJOURN**

**Commissioner Hoelsing moved to adjourn. Commissioner Huggenberger seconded. All were in favor. Motion carried.**

The meeting was adjourned at 3:10 p.m.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by staff of the Nebraska Information Technology Commission.