NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Tuesday, September 30, 2008, 1:30 p.m. - 3:30 p.m.
Technology Park Auditorium
4701 Innovation Drive, Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:
Lieutenant Governor Rick Sheehy, Chair
Senator Annette Dubas, Nebraska Legislature
Linda Aerni, Chief Executive Officer, Community Internet Systems
Pat Flanagan, Information Services Manager, Mutual of Omaha
Lance Hedquist, City Administrator, South Sioux City
Dr. Dan Hoesing, Superintendent, Laurel-Concord, Coleridge, Wynot & Newcastle Public Schools
Mike Huggenberger, Director-Netlink, Great Plains Communications
Dr. Doug Kristensen, Chancellor, University of Nebraska-Kearney
Dr. Janie Park, President, Chadron State College
Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP

CALL TO ORDER, ROLL CALL, NOTICE OF MEETING, & OPEN MEETINGS ACT INFORMATION

Lieutenant Governor Sheehy called the meeting to order at 1:30 p.m. The meeting notice was posted to the NITC Web site and the Public Meeting Calendar website on September 8, 2008. The agenda was posted on the NITC website on September 25, 2008. A copy of the Nebraska Open Meetings Act was available in the meeting room.

APPROVAL OF JUNE 18, 2008 MINUTES

Commissioner Kristensen moved to approve the June 18, 2008 minutes as presented. Commissioner Hedquist seconded. Roll call vote: Aerni-Yes, Flanagan-Yes, Hedquist-Yes, Hoesing-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, and Sheehy-Yes. Results: Yes-8, No-0. Motion carried.

PUBLIC COMMENT

There was no public comment.

INFORMATIONAL UPDATES

LB 1208 Implementation. The Phase II implementation went well over this past summer with 100% participation. As part of the upgrade, three high school districts were trenched with fiber connectivity for the first time. The network was fully operational prior to the start of school year. The Office of the CIO has already begun work on Phase III. Office of the CIO and the University of Nebraska staff are in the process of developing an RFP for the Phase III procurement. Phase III will include western Nebraska schools and ESU 9 (Hastings area) schools that were not a part of Phase II due to contract or pricing issues. These contracts are ready to expire so there won't be a need to buy out any current service provider contracts. Southeast Nebraska will also be included in Phase III. Letters of Agency authorizing the Office of the CIO to bid on their behalf have been sent to schools. Sixty percent of the schools in Southeast Nebraska have expressed interest in participating. The Office of the CIO is in negotiation regarding a technology refreshment on the State master contract for Internet access. The cost is expected to decrease 38-47% over the 2008-09 pricing. All cost savings will be passed on to schools and colleges.

Commissioner Aerni asked why some of the southeast Nebraska schools do not want to participate in Network Nebraska. Commissioner Hoesing responded that the Southeast Nebraska Distance Learning Consortium had concerns from the start because most of the schools had just done a technology upgrade and new technology and hardware provided by LB 1208 was not needed.

Senator Dubas arrived at the meeting.

Statewide Technology Plan. The Statewide Technology Plan has been completed. Commissioners were given a printed copy. The plan is also posted to the website. Vignettes have been included to feature successful technology projects in Nebraska. The I.T. Managers were given credit for the report's content.

Office of the CIO - 2008 Annual Report. Commissioners were given a printed copy of Office of the CIO 2008 Annual Report. The report describes the goals and mission of the NITC and all the operational aspects of the Office of the CIO. Commissioner Flanagan stated that he liked the facts section and the emphasis on the people in the organization who make things happen. The report is also available on the Office of the CIO website.

Enterprise Exchange E-mail and Active Directory. State Government Efficiency is one of the NITC's strategic initiatives. Approximately a year ago, the Office of the CIO began consolidating e-mail systems. As of today, 8,000 of 15,000 e-mail accounts have been converted to Microsoft Exchange. The Department of Health and Human Services e-mail accounts are currently being converted. By December 2008, approximately 14,000 will be converted. The State of Nebraska is on target to meet the goal of having one consolidated e-mail system by 2009. The Legislature is considering converting to Exchange. If the Legislature converts, Nebraska will be one of the first states in the country with one e-mail system for state government. The Office of the CIO is also working with agencies to create a more efficient, consolidated Active Directory environment in state government. The State Government Council has established a work group to pursue this initiative.

DISCUSSION OF IT PROJECT REVIEWS FOR NOVEMBER MEETING

Eleven I.T. project proposals have been submitted:
- Secretary of State, Election Night Reporting System
- Secretary of State, NECVRS Hardware Replacement
- Secretary of State, Enterprise Content Management System
- Department of Banking, FACTS Migration
- Department of Labor, Integration of Workforce Development Applications
- Department of Roads, Human Resources Document Management System
- Department of Roads, Bridge Management System
- Department of Roads, Accident Records System Rewrite
- Workers' Compensation Court, Courtroom Technology
- NET, Public Media Project - Phase 2
- Administrative Services, Human Resources Talent

The NITC will need to review, prioritize and make a recommendation about these projects to the Governor and the Legislature. The NITC is also tasked with determining the process for project staff to provide status reports. The draft document has been approved by the Technical Panel to be posted for the 30-day public comment period. Commissioners were asked to send any comments or recommended changes to Ms. Decker or Mr. Weir.

Project Status Reporting – Draft.
Purpose: By statute, the NITC may require progress reports for information technology projects utilizing state appropriated funding. Not all projects will be required to submit progress reports, only those projects specifically designated by the NITC will be subject to these reporting requirements. The purpose of this policy is to establish the procedures for designating such projects, to establish the format to be used for progress reports, and to assign responsibilities to the Technical Panel.

Enterprise Projects – [Draft](#).
Purpose: By statute, the NITC "shall determine which proposed information technology projects are enterprise projects." Enterprise projects must comply with certain statutory requirements including the submission of a project plan and compliance with monitoring requirements. The purpose of this policy is to document the procedures regarding the designation, review, approval, and monitoring of enterprise projects.

The draft documents are currently posted for the 30-day public comment period. Commissioners were asked to send any comments or recommended changes to Ms. Decker or Mr. Weir. Both of these documents will be action items for the November meeting.

Commissioner Peterson arrived at the meeting.

REPORTS - COMMUNITY COUNCIL [REPORT](#)
Anne Byers, Community I.T. Manager

Community Technology Fund Grant Report: Developing Websites for Community Growth - University of Nebraska. The Community Council continues to move forward with the Developing Websites for Community Growth project. Over 20 applications to participate in the program were received. Eleven communities have been selected to participate. Participating communities include Burwell, Butler County, Elwood, Gering, Grand Island, Laurel, Pender, Scribner, South Sioux City, St. Paul, and Valentine. Train the Trainer Sessions have been held in Lincoln and Columbus. Additional training sessions have been scheduled for North Platte and Sidney on Sept. 29 and 30. Materials for the program are being revised based on feedback from participants in the train the trainer sessions.

Ms. Byers entertained questions.

REPORTS - EHEALTH COUNCIL [REPORT](#)
Anne Byers, Community I.T. Manager

The eHealth Council is addressing a number of topics:
- Personal Health Records and E-Prescribing Work Groups. The eHealth Council has identified e-prescribing and personal health records (PHRs) as areas on which to focus. Work groups are being formed and will meet for the first time in October. Work groups will make initial recommendations by March 2009.
- Legal Barriers to e-Prescribing and Health Information Exchange. The Nebraska Health Information Security and Privacy Committee's Legal Work Group has identified a potential barrier to health information exchange in a Nebraska statute dealing with consent. The eHealth Council is also concerned about legal barriers to e-prescribing. Sheila Wrobel, chair of the Nebraska Health Information Security and Privacy Committee's Legal Work Group; Joni Cover, Executive Vice President of the Nebraska Pharmacists Association; Steve Henderson and Anne Byers met with Kathleen Dolezal from the Governor's Policy Research Office on Sept. 29 to discuss these issues.

The next eHealth Council meeting is scheduled for this Thursday, October 2, 2008. Lt. Governor Sheehy is planning to attend and will provide guidance to the eHealth Council as the Council begins making recommendations. The agenda also includes a discussion on financing health IT.

At the June NITC meeting, commissioners recommended that the following two projects resubmit their proposals for funding from the [Community Technology Fund](#):

Nebraska Health Information Initiative—UNO & NeHII. The goals of this project are to provide better patient care by:
- Sharing timely and accurate patient healthcare information including clinical messaging, e-prescribing and physician referral in a secure environment among providers
- Allowing all providers the option to participate in this health information exchange

- Providing a patient-focused interoperable online resource for medical information

The objectives of this initiative are to:
- Implement proof of concept pilot
- Install software
- Identify participants
- Determine success criteria
- Conduct pilot
- Complete evaluation scorecard
- Determine next steps for statewide implementation

The project is requesting $100,000 to plan and conduct a 3-month pilot project. A website has been developed. If the 3-month pilot is successful, the project will be expanded statewide. The selected vendor, Axolotl, is reputable and has had experience working with several health information exchanges. The Technical Panel has also reviewed the proposal, noting that the project is technically feasible and the proposed technology is appropriate for the project but that the NITC needs to understand the financial risk associated with the project's completion due to ongoing funding efforts. The NITC should also be aware that additional public requests could come back to both the Technical Panel and the NITC for future approval.

Questions were raised regarding long-term funding after the pilot project is completed. Lt. Governor Sheehy stated that the long-term business plan entails funding from the current sponsor, contributors (health care physicians/organizations), and users of the system. Public funding may be requested. Nationwide most of these initiatives have received federal funding. NeHII has 501C status. Ms. Byers stated that there are some discussions about applying for Medicaid waiver which is a 90/10 split between state and federal. Vivianne Chaumont of the Department of Health and Human Services will be presenting information on this to the eHealth Council.

Commissioner Hedquist moved to approve funding of the [Nebraska Health Information Initiative— UNO & NeHII](#) project. Commissioner Kristensen seconded. Roll call vote: Sheehy-Yes, Peterson-Yes, Park-Yes, Kristensen-Yes, Huggenberger-Yes, Hoesing-Yes, Hedquist-Yes, Flanagan-Yes, and Aerni-Yes. Results: Yes-9, No-0. Motion carried.

Public Input on Sharing Electronic Health Records—University of Nebraska Board of Regents on behalf of the Nebraska Public Policy Center. The project specific goals include:
- Documenting knowledge of and attitudes towards e-sharing of health records among members of the public using both surveys and discussions;
- Engaging stakeholder partners such as the NITC, HISPC, the e-Health council, and policymakers, in an interactive discussion with members of the public through a Deliberative Poll;
- Analyzing perceptions of important legal and policy questions related to e-sharing of health records from the public's perspective.

Commissioners recommended that other stakeholders be involved in the formulation of the survey questions. Tarik Abdel-Monem, University of Nebraska Public Policy Center, was present and stated that the project will work closely with the NeHII, the regional RHIO's, the NITC and other stakeholders regarding the survey questions.

Commissioner Hedquist moved to approve funding of the [Public Input on Sharing Electronic Health Records](#) project. Commissioner Kristensen seconded. Roll call vote: Hoesing-Yes, Huggenberger-Yes, Hedquist-Yes, Kristensen-Yes, Flanagan-Yes, Park-Yes, Aerni-Yes, Sheehy-Yes, and Peterson-Yes. Results: Yes-9, No-0. Motion carried.

Lt. Governor mentioned that he and Keith Mueller of the University of Nebraska-Medical Center attended the State Alliance for E-Health's State Learning Forum this month. Although Nebraska is behind in some areas, it is further ahead in regards to the involvement of the private sector. Nebraska is fortunate that the private sector is taking the lead in Nebraska's efforts to exchange health information.

REPORTS - EDUCATION COUNCIL REPORT
Tom Rolfes, Education I.T. Manager

Phase 3 Informational Meetings. Network Nebraska representatives were invited on September 9 to ESU 6 to share information and answer questions from the staff of the Southeast Nebraska Distance Learning Consortium (SNDLC). Network Nebraska staff were invited on September 11 to ESU 6 to present to the ESU 6 superintendents. Per LB 1208, the Office of the CIO has until July 1, 2012 to offer access to Nebraska education entities. The Office of the CIO will contact those schools not wishing to participate for 2009 to revisit their decision for 2010 or later.

Parochial schools are not eligible for LB 1208 incentive monies but they are eligible for E-Rate. Commissioner Hoesing mentioned that he serves on a Catholic school board and that although they do not quality for the incentive monies, the affordability of distance education courses is very beneficial.

Network Nebraska will be featured in the September issue of the USDLA journal. *Digital Directions* online magazine did an interview with Tom Rolfes about nationwide broadband deployment for schools and also showed Network Nebraska as a successful example of a multi-agency statewide network. Tom will be joining Mike Kozak from the Nebraska Department of Education in making a presentation at a State Education Technology Directors Association leadership forum in Washington, D.C. on November 17-18, 2008.

Task Group Reports. The Education Council met on August 7. Four work groups have been established to work on the action items in the Statewide Technology Plan:
- Services.   The work group would like to conduct an end user survey for Phases 1 and 2.
- Marketing. The work group has been discussing the development of a services catalog.
- Governance. The work group has been discussing the future input structure of the network.
- E-Rate. The work group is cooperating in the development of a website that would allow end-users who are ineligible for E-Rate to input data that would help determine the hourly cost allocation for use of the school's resources.

At the meeting, Brent Hoffman and Abby Anderson from Nebraska Interactive LLC asked for volunteers from the Education Council to assist with enhancements of the State of Nebraska's Education Portal.

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

The State Government Council has reviewed and made recommendations on four standards and guidelines documents: Project Status Reporting; Enterprise Projects; Blocking Email Attachments; and the Password Standard. The Council is also working on shared services, including the creation of work groups to address Active Directory and document management. Finally, the council reviewed a new schedule for maintaining disaster recovery data for the enterprise email system.

REPORTS - GIS COUNCIL REPORT
Larry Zink, GIS Coordinator

Council Membership Terms Proposal. The GIS Council is requesting NITC approval of the following three-year membership terms for the non-agency representatives on the GIS Council.

Member	Represents	Term Expires
Mark Brugger, Columbus	Public Power	September 2009
TBA	Lincoln Metro Area	September 2009
TBA	Nebraska GIS/LIS Association	September 2009
TBA	At-Large	September 2009
TBA	At-Large	September 2009
Mike Schonlau, Omaha	At-Large	September 2009

James Langtry, Lincoln	Federal Agencies (USGS Liaison)	September 2010
Larry Seifert, Dannebrog	Nebraska Association of County Officials	September 2010
TBA	Omaha Metro Area	September 2010
Lash Chaffin, Lincoln	League of Nebraska Municipalities	September 2010
John Miyoshi, Wahoo	Natural Resources Districts	September 2010
TBA	Nebraska Association of County Officials	September 2010
TBA	At-Large	September 2010

According to the GIS Council Charter, in addition to these 13 appointed positions on the GIS Council, there are 13 more agency-specific representatives with non-expiring terms on the GIS Council.

Commissioner Kristensen moved to approve the proposed membership terms for the non-agency representatives on the GIS Council. Commissioner Hoesing seconded. Roll call vote: Hoesing-Yes, Huggenberger-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, Flanagan-Yes, and Hedquist-Yes. Results: Yes-9, No-0. Motion carried.

Member Candidates. The GIS Council is requesting NITC nomination of the following three new members for appointment by the Governor to serve on the GIS Council.

> Michael Hybl, representing the Public Service Commission, non-expiring tern
> Chad Boshart, representing the Nebraska Emergency Management Agency, non-expiring term
> Jeff McReynolds, representing Lincoln Metro Area, term expiring September 2009

Lt. Governor Sheehy noted that according to statute, a representative from the Clerk of the Legislature's office also serves on the GIS Council. The Clerk has Jack Dohrman as their representative.

Commissioners were asked to contact Ms. Decker or Mr. Zink if they know of others who would be interested in serving on the GIS Council.

Commissioner Peterson moved to nomination the new members to serve on the GIS Council. Commissioner Flanagan seconded. Roll call vote: Kristensen-Yes, Huggenberger-Yes, Hoesing-Yes, Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, Peterson-Yes, and Park-Yes. Results: Yes-9, No-0. Motion carried.

Statewide Street Centerline-Address Database Initiative. A brief report was provided on the effort to develop a statewide street centerline-address database for Nebraska. It was noted that while several state and local agencies are developing county-specific GIS street centerline-address data and the Dept. of Roads maintains state highway data, up to this point there has been no agency with the responsibility for gathering and integrating this data into a combined statewide dataset. A interagency Advisory Committee has been working on related policy issues. The Advisory Committee has worked through some data sharing issues, has recommended that the Office of the CIO take the lead for this enterprise effort. The State Patrol and the Nebraska Emergency Management Agency has agreed to provide a substantial amount of upfront funds to help get the project underway. These is also a related Technical Working Group that is looking a data standards and processes for integrating and updating data from multiple sources with varying data formats and elements.

Enterprise-level Geospatial Data Sharing Portal. The OCIO, in cooperation with the GIS Council has received funding for the development of a Geospatial Data Sharing Portal for the State of Nebraska. There are several state and local agencies involved in this collaborative project. The Office of the CIO has been working with the University of Nebraska to hire a project manager. The project has been slowed due to the difficulty of recruiting and hiring a project manager with the technical skills required for the salaries available either through the University or the State.

REPORTS - TECHNICAL PANEL
Walter Weir, Chair, Technical Panel

*IT Project Updates - Student Information System - University of Nebraska and State
College System.* Two vendors were selected for the project - Oracle People Soft and Cedar Creststone. Cedar Creststone will be assisting with the implementation. There is a joint University of Nebraska and State College Systems Steering Committee that has been working collaboratively on the project. In addition to the student information system, the State College System is converting their Human Resources system to the University of Nebraska's SAP system. Training on the system for the State College System has been conducted. The go-live date for this portion of the project is July 1, 2009. The full project is anticipated to be completed with a go-live date of August 2010. Commissioner Kristensen stated that the negotiations process has been cost effective for the State of Nebraska.

IT Project Updates - MMIS and LIMS - Department of Health and Human Services
LIMS – The Department of Health and Human Services operates a state lab for testing water and water quality related issues. Nebraska's municipalities utilize the data. A new system needs to be designed. An RFP was released. Kenware was awarded the $356,500 project. Currently, contract terms and conditions are being negotiated.
MMIS – Don Spaulding has been named the State Project Manger for this project. The MMIS project business staffs are working with 4TG on the requirements validation phase to be completed the end of November. The MMIS project technical staffs and OCIO staffs are working on the Systems Architecture and Infrastructure Plan and the installation of the Systems and Development environment -- hardware and software -- is being completed. The IV&V Vendor for this project is FOX Systems, they are on-site and co-located with the project team. Project staffing continues to grow currently with 4TG, Fox and State resources totaling nearly 100 FTE. The MMIS project is currently on time and under budget.

IT Project Updates - PIONEER Transition Project - Retirement System. Jerry Brown, Office of the CIO, is the Project Manager. The project team has been utilizing the project status reporting form discussed earlier to provide monthly updates to the Technical Panel. The project is on time and under budget.

OTHER BUSINESS

The RFP process for the Public Safety Wireless Communications System is nearing a conclusion. The intent to award will be announced soon. It is anticipated that a contract will be signed by October 10 with the first customers on board by the first quarter of 2009.

Nebraska was named one of the top 10 state websites by the Center for Digital Government. The Digital States Survey rated Nebraska 18th for digital content.

October is Cyber Security Awareness Month. Last year, the Office of the CIO held a poster competition inviting Nebraska third and fourth graders to participate. The 2009 National Cyber Security calendar will feature all three of the Nebraska student poster winners. Next week, Governor Heineman and Ms. Decker will be visiting these students to present them with their awards and gifts.

ADJOURNMENT AND NEXT MEETING DATE

The next meeting of the Nebraska Information Technology Commission will be held on Wednesday, November 12, 2008, at Varner Hall-Regents Board Room, 3835 Holdrege Street in Lincoln, Nebraska.

**Commissioner Park moved to adjourn. Commissioner Hedquist seconded. All were in favor.
Motion carried by unanimous voice vote.**

The meeting was adjourned at 3:45 p.m.

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