AGENDA
STATE GOVERNMENT COUNCIL
Executive Building - Lower Level Conference Room
521 S 14th Street
Lincoln, Nebraska
Wednesday, October 21, 2015
1:30 p.m.

1:30 PM	1.	Roll Call, Meeting Notice & Open Meetings Act Information	Chair
	2.	Public Comment	
	3.	Approval of Minutes* - July 9, 2015	
	4.	OCIO Roadmap [Link added on 10/22/2015]	Chair
	5.	Personal Workstation Standard Configuration	T. Cao
	6.	Security Architecture Workgroup Update	C. Hobbs
	7.	Agency Reports and Other Business	Members
2:30 PM	8.	Adjourn	Chair

* Denotes Action Item

The Council will attempt to adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary 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 September 2, 2015. The meeting was rescheduled on September 21, 2015. The agenda was posted to the NITC website on October 16, 2015.

Nebraska Open Meetings Act

STATE GOVERNMENT COUNCIL
Nebraska Information Technology Commission
Thursday, July 9, 2015 at 1:30 p.m.
Executive Building - Lower Level Conference Room
521 S 14th Street, Lincoln, NE
MINUTES

MEMBERS PRESENT:
Ed Toner, Chief Information Officer, Chair
Dennis Burling, Department of Environmental Quality
Colleen Byelick, Secretary of State
Keith Dey, Department of Motor Vehicles
Byron Diamond, Administrative Services
Suzi Fredrickson, Department of Roads
Brent Gaswick, Department of Education
Dorest Harvey, Private Sector
Eric Henrichsen, Department of Health and Human Services
Pam Kunzman, Nebraska State Patrol
Kelly Lammers, Department of Banking
Glenn Morton, Workers' Compensation Court
Jim Ohmberger, OCIO-Enterprise Computing Services
Mike Overton, Crime Commission
Jennifer Rasmussen, State Court Administrator's Office
Jayne Scofield, OCIO-Network Services
Ron TeBrink, Department of Correctional Services
Rod Wagner, Library Commission

MEMBERS ABSENT: Mike Calvert, Legislative Fiscal Office; Pat Flanagan, Private Sector; Lauren
Kintner, Policy Research Office; Gerry Oligmueller, Budget; Terri Slone, Department of Labor; and
Len Sloup, Department of Revenue

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

The Chair, Ed Toner, called the meeting to order at 1:35 p.m. There were 18 voting members present at
the time of roll call. A quorum existed to conduct official business. Meeting notice was posted to the NITC
website and the Nebraska Public Meeting Calendar on May 26, 2015. The agenda was posted to the
NITC website on July 2, 2015. Nebraska Open Meetings Act.

PUBLIC COMMENT
There was no public comment

APPROVAL OF MAY 14, 2015 MINUTES*

**Mr. Diamond moved to approve the May 14, 2015 minutes as presented. Mr. Harvey seconded. Roll
call vote: Toner-Yes, Burling-Yes, Byelick-Yes, Dey-Yes, Diamond-Yes, Fredrickson-Abstained,
Gaswick-Yes, Harvey-Yes, Henrichsen-Yes, Kunzman-Yes, Lammers-Yes, Morton-Yes,
Ohmberger-Yes, Overton-Yes, Rasmussen-Yes, Scofield-Yes, TeBrink-Yes, and Wagner-Yes.
Results: Yes-17, No -0, Abstained-1. Motion carried.**

OCIO IT PROCUREMENT REVIEWS

The following IT procurement review document was distributed to the Council:

> By statute, state agency purchases of communications equipment and information management
> items require the approval of the Office of the Chief Information Officer (OCIO). NITC 1-204
> provides guidance to agencies for compliance with these requirements.

Effective July 9, 2015, requests for technology equipment and services routing through Enterprise One will be required to provide documentation to support each request as stated in the NITC standard. The minimum level of documentation required should include a quote from the vendor and a description of the product or service being requested. In the description please provide as much detail as needed to explain the purpose for the request. Key points to include are where the equipment or software will be installed, who will support the equipment and a contact person who can provide additional detail.

If the purchase is a competitive solicitation for bid, a draft copy of the Request for Proposal (RFP), Request for Information (RFI) or Invitation to Bid (ITB) must be provided. If the purchase is a Sole Source Request/Request for Deviation from the Competitive Process, documentation of the reasons for not following the competitive process must be attached.

Requests that do not provide the minimum level of documentation will be returned to the agency.

Requests that do meet the minimum level of documentation may also be scheduled for a conference call with the IT Review team. The IT Review team meets each Tuesday from 3:00-4:00. If your request is scheduled for a conference call you will receive a meeting notice by the end of the day the prior Friday.

Items that are part of the preapproved list for NITC 1-204 will be reviewed and approved without additional information. However all purchases should have a quote from the vendor and a general description of the items requested.

Agencies may be asked to provide more information at review meetings. In addition, agencies can request a conference call or meet with review committee to discuss their request.

AGENCY IT PLANS

Agencies are required to submit an agency IT plan every two years as part of the biennial budget process. The OCIO would like to collect this information on an on-going basis rather than every two years. The OCIO will be looking at ways to collect this information.

SECURITY ARCHITECTURE WORKGROUP UPDATE
Chris Hobbs, State Security Officer

The Work Group met last month to discuss the following topics:
- The results of the gap analysis and the need to develop standards and guidelines.
- Security training was an issue with gap analysis
- Personal identifiable information
  - PII definitions were sent to work group members. State has this information in many places. An inventory of what kind of PII state agencies are utilizing will be conducted by the end of July.
- Current NITC security standards are lacking.
  - Applications Security should have its own standards.
  - Change management should be done for application servers as well as the servers
If any council members were interested in receiving a copy of the report, they were to contact Mr. Hobbs.

Cyber Resilience Review. The Department of Homeland Security will be coming the first week in August to determine how well the systems are working – Office of the CIO, the Department of Administrative Services, Department of Health and Human Services, the Department of Labor and the Department of Roads. If other agencies would like to have a review as well, they were to contact Mr. Hobbs.

OTHER UPDATES

Statewide Technology Plan - Strategic Initiatives Update
Rick Becker, Government IT Manager

At the May NITC meeting, the Commission adopted their strategic initiatives for the Statewide Technology Plan. Two changes were made to the initiatives since the last SGC meeting. The Commission added a "Cloud Strategy" initiative and they modified the security initiative by removing the business resumption section. The Council will be working on action items for the initiatives at an upcoming meeting.

AGENCY REPORTS AND OTHER BUSINESS

Department of Administrative Services, Byron Diamond. DAS is on day 3 of the Oracle review. The feedback has been positive. Oracle will be coming back in about 3 weeks. Agency heads were invited to focus on what functions their agency is responsible for and how E1 is used.

ADJOURN

Mr. Harvey moved to adjourn. Ms. Byelick seconded. All were in favor. Motion carried.

The meeting was adjourned at 2:02 p.m.

The meeting minutes were taken by Lori Lopez Urdiales and reviewed by Rick Becker, Office of the CIO.