

AGENDA
TECHNICAL PANEL
Varner Hall - Board Room
3835 Holdrege Street
Lincoln, Nebraska
Tuesday, June 14, 2016
9:00 a.m.

9:00 a.m.	<ol style="list-style-type: none"> 1. Roll Call; Meeting Notice; and Open Meetings Act Information 2. Public Comment 3. Approval of Minutes: April 12, 2016* (<i>Attachment 3</i>) 	Chair
9:05 a.m.	<ol style="list-style-type: none"> 4. Enterprise Projects <ol style="list-style-type: none"> a. Project Update: Dept. of Education, NeSA Project - John Moon and Valorie Foy b. Project Status Dashboard (<i>Attachment 4-b</i>) 	A. Weekly
9:45 a.m.	<ol style="list-style-type: none"> 5. Standards and Guidelines <ol style="list-style-type: none"> a. Recommendations to the NITC <ol style="list-style-type: none"> i. Amendments to NITC 1-201* (<i>Attachment 5-a-i</i>) ii. Amendments to NITC 1-202* (<i>Attachment 5-a-ii</i>) iii. Amendments to NITC 3-201* (<i>Attachment 5-a-iii</i>) b. Post for 30-Day Comment Period <ol style="list-style-type: none"> i. Proposed NITC 3-101* (<i>Attachment 5-b-i</i>) c. Requests for Waiver <ol style="list-style-type: none"> i. Nebraska Judicial Branch* (<i>Attachment 5-c-i</i>) ii. Nebraska Accountability and Disclosure Commission* (<i>Attachment 5-c-ii</i>) iii. Coordinating Commission for Postsecondary Education – Extension of waiver expiring on 6/30/2016* (<i>Attachment 5-c-iii</i>) d. Report from the Security Architecture Workgroup on Security Standards 	C. Hobbs
10:25 a.m.	<ol style="list-style-type: none"> 6. Work Group Updates and Other Business 	Chair
10:30 a.m.	<ol style="list-style-type: none"> 7. Adjourn 	Chair

* Denotes action items.

The Technical Panel 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 April 22, 2016. The agenda was posted to the NITC website on June 8, 2016.

[Nebraska Open Meetings Act](#)

Attachment 3

TECHNICAL PANEL

Tuesday, April 12, 2016, 9:00 a.m.
Varner Hall - Board Room
3835 Holdrege Street
Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:

Walter Weir, CIO, University of Nebraska, Chair
Christy Horn, University of Nebraska
Kirk Langer, Lincoln Public Schools
Michael Winkle, Nebraska Educational Telecommunications

MEMBERS ABSENT: Ed Toner, CIO, State of Nebraska

ROLL CALL; MEETING NOTICE; AND OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. A quorum was present to conduct official business. Meeting notice was posted to the [NITC website](#) and the [Nebraska Public Meeting Calendar](#) on February 17, 2016. The agenda was posted to the NITC website on April 8, 2016. A copy of the Nebraska Open Meetings Act was posted on the wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Mr. Winkle moved to approve the February 9, 2016 minutes as presented. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

ENTERPRISE PROJECTS

Project Update: Dept. of Health and Human Services, MMIS Project
Calder Lynch and Chris Hill, DHHS

Mr. Lynch and Mr. Hill provided an [updated](#) to the Panel on the DHHS Medicaid projects. The agency will work with Andy Weekly to recommend how to best report on the status of these various projects going forward.

Project Status Dashboard

Andy Weekly, Project Manager

Mr. Weekly updated the Panel on the status of the enterprise projects. The Department of Education was initially scheduled to appear at the meeting today, but after discussions with the agency and Panel members, it was determined that it would be better to have them appear at the June meeting. Mr. Weekly also reported that the OCIO is working on developing an electronic reporting system that agencies would be able to use to submit their monthly status reports.

STANDARDS AND GUIDELINES

Post for 30-Day Comment Period: Amendments to NITC 3-201

The GIS Council has recommended amendments to this standard.

Mr. Langer moved to post the proposed amendments for the 30-day comment period. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

Request for Waiver from the requirements of NITC 8-303 by the Nebraska Judicial Branch

Mr. Becker indicated that the OCIO is working with the Nebraska Judicial Branch to address the issues raised by this request. Mr. Becker recommended passing over this request and taking up the issue at the June meeting. The requestor would not be negatively impacted by this delay; they are able to conduct their business without the waiver.

Without objection, the Chair passed over the Request for Waiver.

TECHNICAL PANEL CHARTER AMENDMENTS

Rick Becker, OCIO Legal Counsel

Mr. Becker discussed the proposed changes to the Technical Panel Charter.

Mr. Winkle moved to recommend approval of the charter amendments. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

WORK GROUP UPDATES AND OTHER BUSINESS

Intergovernmental Data Communications Workgroup. Mr. Cao informed the Panel that the county consolidation project has been successfully completed. The last of the 90 counties to be consolidated were moved last weekend.

Accessibility Workgroup. Dr. Horn indicated that the workgroup would be meeting this summer to review draft documents.

ADJOURNMENT

Mr. Langer moved to adjourn. All were in favor. Motion carried.

The meeting was adjourned at 10:12 a.m.

The meeting minutes were taken by Rick Becker of the Office of the CIO/NITC.

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project: Network Nebraska Education		Contact: Tom Rolfes				
Start Date	05/01/2006	Orig. Completion Date	06/30/2012	Revised Completion Date	08/10/2016	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>Network Nebraska-Education is a statewide consortium of over 260 K-12 and higher education entities working together to provide a statewide backbone, commodity Internet, distance education, and other value-added services to its participants. Network Nebraska-Education is managed by the State Office of the CIO partnering with the University of Nebraska Computing Services Network (UNCSN).</p> <p>Project Budget (2015-16): \$702,894 (\$759,244 has been expended, \$56,738 over budget (108%))</p>						
Status Report						
<p>June update: Six (6) new entities are expected to join Network Nebraska-Education prior to 8/10/2016. Minor risks and issues are addressed by the executive sponsors at the monthly CAP meetings.</p> <p>State of Nebraska RFP 5153 was released on 10/23/2015 as the largest telecommunications RFP in the history of the State of Nebraska. Bid opening occurred on 12/18/2015 and included 226 circuits for K-12, 20 circuits for higher education, 98 circuits for UNL Extension, and 3 circuits for the Nebraska Game & Parks Commission. Intents to Award Contract were issued on January 13, 2016 (delayed 20 days). As of May 25, all 13 provider contracts had been posted, a delay of over 60 days from expected. A separate RFI and RFP for the statewide backbone will follow the WAN circuit upgrade in late summer, early fall, 2016. The RFP will include the four segments of the leased backbone. For 2016-17, existing backbone contracts will be renewed/extended. Lincoln City Libraries went live with fiber access to Network Nebraska in late March and their Internet purchase was initially 500Mbps. Commodity Internet orders for 2016-17 were collected from K-12 and higher education entities and total orders increased by 44% over 2015-16.</p> <p>The delay in finalizing and posting the 13 provider contracts related to RFP 5153 caused angst among many K-12 school districts as they prepared to do their federal E-rate filing before the May 26, 2016 extended deadline. The Office of the CIO will want to review RFP terms and conditions and whether alternate language can be constructed to make future years' procurements and contracting more expedient.</p> <p>Additional Comments/Concerns: The 2015-16 Participation Fee Budget has been pasted into the above table. The 2015-16 3rd quarter UNCSN invoice was submitted on April 28, 2016 by UNCSN Accounting and has been paid. With three quarters (75%) of the year consumed, the 2015-16 Participation Fee budget has already reached 108% of budgeted expenditures primarily due to the unanticipated purchase of two high bandwidth traffic shapers. Seven subcategories of expenditures have exceeded their categorical estimates and the project is already over budget for the year by \$56,738. The Network Nebraska project has a positive variance in its state account in excess of \$300,000 to absorb this overage. The 4th quarter UNCSN invoice should be arriving from UNCSN by late June.</p> <p>Even though the Chief Information Officer fulfilled the Legislative benchmark of "providing access (the ability to connect) to every public K-12 and public higher education entity at the earliest date and no later than July 1, 2012" [Neb. Rev. Stat. 86-5,100], the NITC Technical Panel has extended the enterprise project designation for Network Nebraska-Education until 8/1/2016 so that all public school districts that want to participate have actually connected.</p>						

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project:	Nebraska State Accountability (NeSA)			Contact:	John Moon	
Start Date	07/01/2010	Orig. Completion Date	06/30/2011	Revised Completion Date	6/30/2016	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						

Project Description

Legislative Bill 1157 passed by the 2008 Nebraska Legislature required a single statewide assessment of the Nebraska academic content standards for reading, mathematics, science, and writing in Nebraska’s K-12 public schools. The new assessment system was named Nebraska State Accountability (NeSA), with NeSA-R for reading assessments, NeSA-M for mathematics, NeSA-S for science, and NeSA-W for writing. The assessments in reading and mathematics were administered in grades 3-8 and 11; science was administered in grades 5, 8, and 11; and writing was administered in grades 4, 8, and 11.

Project Estimate: \$7,278,025 (\$3,386,015.34 has been expended)

Status Report

June update:

During the first week of June Nebraska teachers wrote items for math and ELA to be field tested in 2017 and used on the operational tests in 2018. Score resolution will be conducted by NDE starting on June 13th. During the score resolution process Districts are contacted for all issues with NeSA-RMS results. On July 13th, districts will be provided with preliminary NeSA-RMS reports and data files. Districts have until August 8th to submit any data corrections for NeSA-RMS results.

On June 3, 20106, the State Board of Education directed NDE to not administer NeSA-Writing assessments in 2016-2017 for all three grades in addition the Board decided to forgo testing of grade 11 NeSA-ELA, Math, and Science in 2016-2017. A reduced contract is being negotiated with DRC. Three issues with the NeSA-writing resulted in an outage of NeSA testing on January 21 and 27 along with an outage of the Dictionary/Spellcheck tool on January 28.

April update:

Test setup for eDIRECT was available to districts on February 22nd through May 6th for NeSA-RMS. The reading, math, and Science operational test window began on March 21st and will be completed by May 6th. NeSA-RMS administration training was conducted on February 16th and 17th. Score resolution will be conducted by NDE starting on June 13th. During the score resolution process Districts are contacted for all issues with NeSA-RMS results. On July 13th, districts will be provided with preliminary NeSA-RMS reports and data files. Districts have until August 8th to submit any data corrections for NeSA-RMS results.

Additional Comments/Concerns:

July 2015 - Nebraska State Accountability (NeSA) is a statewide assessment system mandated by Nebraska Statute. Nebraska Department of Education has contracted with Data Recognition Corporation (DRC) to continue the development of the assessment system including management, development, delivery, administration, scanning/imaging, scoring, analysis, reporting, and standard setting for the online and pencil/paper reading, science, writing, and mathematics tests (NeSA-RMS) for July 1, 2015 through June 30, 2016. DRC will facilitate the delivery, administration, scanning/imaging, scoring, analysis, and reporting for the alternate pencil/paper reading, science, and mathematics tests during the same assessment window. During January 18 through February 5, 2016, DRC will deliver the online writing assessment (NeSA-W) for grades 8 and 11 and the pencil/paper writing assessment for grade 4 as well. The testing window for NeSA-RMS and NeSA-AA will start on March 21 and end on May 6, 2016.

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project: Nebraska Regional Interoperability Network (NRIN)		Contact: Sue Krogman				
Start Date	10/01/2010	Orig. Completion Date	06/01/2013	Revised Completion Date	09/30/2016	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>The Nebraska Regional Interoperability Network (NRIN) is a project that will connect a majority of the Public Safety Access Points (PSAP) across the State by means of a point to point microwave system. The network will be a true, secure means of transferring data, video and voice. Speed and stability are major expectations; therefore there is a required redundant technology base of no less than 100 mbps with 99.999% availability for each site. It is hoped that the network will be used as the main transfer mechanism for currently in-place items, thus imposing a cost-saving to local government. All equipment purchased for this project is compatible with the networking equipment of the OCIO.</p> <p>Project Estimate: \$10,820,003 (\$8,915,330.26 has been expended)</p>						
Status Report						
<p>NEMA is struggling with issues of governance and maintenance of the network. Governance would be needed at the local jurisdiction and not at the state agency (there is no state agency is heading the project, it's all run at the local jurisdiction). There is no formal governance heading the project.</p> <p>June update: South Central area between GI and Lexington is being completed – should be on-line within a month. All materials from the Lincoln warehouse have been moved to their perspective Regions. Meeting is scheduled with contractor for this week to discuss remainder of FY2014 grant.</p> <p>April update: Lincoln Dispatch to Nebraska City is complete and has been tested. Materials are being moved out of the SE Regional warehouse to Grand Island and to Nemaha County. Work is slow due to a limited amount of grant funding. FCC filings are taking 30-45 days and some materials are 4-6 weeks out.</p> <p>Additional Comments/Concerns: It's possible that upcoming target dates might be missed. Based on the uncertainty of the infrastructure needed for the project and the time involved in obtaining the environmental approvals to proceed with the project, any target dates are fluid. Delays are inevitable due to the weather over the winter months and the difficulty in locating adequate tower sites and negotiating leasing agreements and/or MOU's.</p> <p>New grant dollars are in effect until August of 2016.</p>						

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project: Medicaid Management Information System Replacement Project (MMIS)	Contact: Don Spaulding					
Start Date	7/01/2014	Orig. Completion Date	TBD	Revised Completion Date	N/A	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>Nebraska’s current Medicaid Management Information System (MMIS) has supported DHHS Medicaid operations since 1977. Medicaid is an ever-changing environment where program updates occur quickly. The need for access to data is increasing and technological enhancements are necessary to keep pace with program changes. Recognizing the need to implement new technology, and with the support of the Legislature, DHHS embarked on the planning phase for replacement of MMIS functionality.</p> <p>Project Estimates: \$113,600,000* (\$4,571,755 have been expended) *Planning Expenditures include 7/01/2014 – 12/29/2016. Estimate is a rough order magnitude estimate based on information available. As the procurements are completed, categorical details will be available.</p>						
Status Report						
<p>June update: The updated Data Management and Analytics (DMA) RFP is approved by all stakeholders, including DAS and CMS. The Independent Verification and Validation (IV&V) RFP proposals have been received and are being evaluated. The funding request for implementation (IAPD) has received CMS approval. NOTE: Current planning activities are funded under an approved CMS PAPD.</p> <p><u>Key Accomplishments since Last Report:</u></p> <ul style="list-style-type: none"> DMA RFP was approved by CMS and DAS. DMA RFP was released on 06/01/2016. IAPD funding request was approved by CMS. <p><u>Upcoming Activities this reporting period:</u></p> <ul style="list-style-type: none"> DMA evaluation process and materials are being developed. <p>April update:</p> <ul style="list-style-type: none"> The Draft Data Management and Analytics (DMA) RFP has been updated based on the vendor comment review process. The updated RFP and funding request (IAPD) has been submitted to CMS for approval. The Independent Verification and Validation (IV&V) RFP was released on March 29, 2016 <p>Additional Comments/Concerns: Many state resources are not full-time on the project and have other duties including other Legislative mandates to implement which may have a higher priority than this project. Funding for the project is 90% federal funding and 10% state funding.</p>						

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project: District Dashboards						Contact: Dean Folkers
Start Date	07/01/2013	Orig. Completion Date	06/30/2015	Revised Completion Date	06/30/2016	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>Made possible by a Statewide Longitudinal Data System (SLDS) grant from the United States Department of Education in 2012, the focus of the Nebraska Ed-Fi Dashboard initiative is to provide readily available data to the Nebraska classrooms to facilitate informed decision-making. Potential users include teachers, counselors, and administrators. NDE intends to leverage the Ed-Fi dashboard solution made available by the Michael & Susan Dell Foundation to provide Nebraska with an advanced student performance dashboard system to be customized for Nebraska needs. The Ed-Fi data standard will serve to define the initial data elements powering the Nebraska Ed-Fi dashboard.</p> <p>Our Plan of Work for design, development, and piloting of the Nebraska Dashboards will commence in three phases, each to proceed subsequently upon successful completion of the previous phase, between the months of September 2013 and December 2014. The phases include: Phase I - Dashboard Readiness (September 2013-February 2014), Phase II – Dashboard Development (February 2014-June 2014), and Phase III – Dashboard Deployment (June 2014-December 2014).</p> <p>Project Estimate: \$466,623.75 has been expended, grant funds only</p>						
Status Report						
<p>June update:</p> <p>The contract end date was extended until 6/30/2016 to align with the end of the grant period. Currently we have six pilot districts and 12 Early Adapter Program (EAP) districts running in production. The Phase II Early Adopter Program has started and around 80 districts are participating. The team is wrapping up the dashboard pilot testing with the six PowerSchool pilot districts and 12 EAP districts. Certification testing of Infinite Campus Phase II development continues with NDE/DLP and McCook pilot district. NDE and DLP have been holding regular knowledge transfer sessions for the Accountability Data Mart (ADM) and pilot testing of the ADM implementation is in progress.</p> <p>Validation of data loaded to DWH and ADM will be delayed due to resource constraints. Creation of reports for accountability pilot testing is delayed. Pilot test of the dashboard will continue until the end of June. Pilot testing of the DWH/ADM continues until the end of June. Associated knowledge transfer for DWH/ADM continues thru June. NDE is still in the process of realigning staff responsibilities or hiring additional staff to provide the resource capacity for statewide rollout and long term maintenance. ESUCC staff is shared between multiple projects and therefore availability and allocation varies.</p> <p>Creating an NSSRS migration strategy and plan for statewide rollout. Target timeline has been identified. Team working on detailed migration plan.</p>						

Nebraska Information Technology Commission
Enterprise Project Status Dashboard – as of June, 2016

Project: Medicaid Eligibility & Enrollment System	Contact: Don Spaulding					
Start Date	10/28/2014	Orig. Completion Date	06/30/2016	Revised Completion Date	06/30/2017	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>The Affordable Care Act (ACA) included numerous provisions with significant information systems impacts. One of the requirements was to change how Medicaid Eligibility was determined and implement the changes effective 10/1/2014. As a result of the lack of time available to implement a long-term solution, the Department of Health and Human Services implemented a short-term solution in the current environment to meet initial due dates and requirements. This solution did not meet all Federal technical requirements for enhanced Federal funding but was approved on the assumption that a long-term solution would be procured. An RFP was developed and procurement has been completed with Wipro selected as the Systems Integrator for an IBM/Curam software solution.</p> <p>Project Estimate: \$57,741,564 (\$21,301,064 has been expended)</p>						
Status Report						
<p>June update:</p> <p>The Nebraska Eligibility and Enrollment Solution (NE EES) project entered the design phase. Stakeholders from the state are participating in Joint Application Design (JAD) sessions with the system integrator (SI), Wipro. JAD sessions are being conducted for both business and technical design. Organizational Change Management (OCM) activities have begun in parallel with design activities to determine the organizational impact to changes the EES will bring to the Division of Medicaid and Long Term Care.</p> <p>With the conclusion of the requirements phase, the project team evaluated remaining work to be completed on the project and recommended the go live date be moved from March of 2017 to the fourth quarter of 2017. The Steering Committee accepted the project team’s recommendation.</p> <p><u>Key Accomplishments since Last Report:</u></p> <ul style="list-style-type: none"> • Project has concluded the requirements phase and moved into the design phase. • Further development of the Integrated Master Schedule (IMS) project plan. • Submitting most recent project documents to CMS with details around the project phases and revised timeline. <p><u>Upcoming Activities this reporting period:</u></p> <ul style="list-style-type: none"> • State stakeholder engagement in design JAD sessions for interfaces, data conversion, data synchronization, business eligibility rules and major business processes. • Continued refinement of IMS. <p>Additional Comments/Concerns:</p> <p>Many state resources are not full-time on the project and have other duties including other Legislative mandates to implement. The vendor is having difficulty filling key roles on the project and does not have enough people on the project to support current work plan. The vendor is taking steps to hire additional resources.</p>						

Nebraska Information Technology Commission Enterprise Project Status Dashboard – as of June, 2016

The project(s) listed below are reporting voluntarily and is not considered as an Enterprise Project by the NITC.

Project: AFIS Upgrade Project	Contact: Tony Loth					
Start Date	09/09/2015	Orig. Completion Date	11/30/2016	Revised Completion Date	TBD	
	June	April	February	January	December	November
Overall Status						
Schedule						
Budget						
Scope						
Quality						
Project Description						
<p>Nebraska’s AFIS (Automated Fingerprint Identification System) is the Nebraska fingerprint database. The system is used as a repository for all criminal and non-criminal fingerprint records for the state of Nebraska. For criminal purposes the system biometrically connects an individual’s criminal arrest record to a specific individual. For non-criminal purposes, the system is used for the purpose of conducting fingerprint-based background for employment or licensing purposes. Due to rapidly improving technology and hardware lifespan, it is necessary to upgrade AFIS approximately every 5-8 years.</p> <p>This upgrade will include the following major components:</p> <ol style="list-style-type: none"> 1. Upgrading the existing biometric identification software platform from Printrak 9.7 platform to the new and improved MorphoBIS platform. 2. Replacement of eight (8) existing tenprint workstations and seven (7) latent workstations that will not be compatible with the MorphoBIS software. 3. Replacement of backend servers that were not replaced during Phase I of the upgrade. <p>Project Estimate: \$1,997,000 (\$829,000 has been expended)</p>						
Status Report						
<p>June update:</p> <p>The project is back on track on the revised schedule that was updated following the decision to delay Factory Acceptance Testing (FAT). The Acceptance Test Plan has been completed and approved by NSP and it was critical that this be done prior to FAT. FAT will begin Monday, June 6 and conclude on or before Friday, June 17.</p> <p><u>Key Accomplishments since Last Report:</u></p> <ul style="list-style-type: none"> • The Acceptance Test Plan has been completed. • FileBound API training has been scheduled for June 21. <p><u>Upcoming Activities this reporting period:</u></p> <ul style="list-style-type: none"> • Factory Acceptance Testing will begin on June 6 and conclude on June 17. <p>April update:</p> <p>Despite significant effort to maintain the project timeline, we have run into our first major delay. NSP provided a significant amount of feedback to the Acceptance Test Plan and much of that feedback required additional clarification to the requirements set forth in the Requirements Definition Document. These clarifications led to additional programming. As a result, MorphoTrak was unable to be ready for the Factory Acceptance Testing (FAT) as originally scheduled for the end of April/first week of May. FAT was pushed back to June 6-17 which impacted the entire project timeline by six weeks.</p> <p><u>Key Accomplishments since Last Report:</u></p> <ul style="list-style-type: none"> • Initial review of the Acceptance Test Plan has been completed. 						

Nebraska Information Technology Commission Enterprise Project Status Dashboard – as of June, 2016

- Testing of data files for PCH integration is ongoing.

Upcoming Activities this reporting period:

- PCH integration testing continues.
- Final review of the ATP.
- Factory Acceptance Testing is scheduled for June 6-17.
- Training for the FileBound API.

Color Legend		
	Red	Project has significant risk to baseline cost, schedule, or project deliverables. Current status requires immediate escalation and management involvement. Probable that item will NOT meet dates with acceptable quality without changes to schedule, resources, and/or scope.
	Yellow	Project has a current or potential risk to baseline cost, schedule, or project deliverables. Project Manager will manage risks based on risk mitigation planning. Good probability item will meet dates and acceptable quality. Schedule, resource, or scope changes may be needed.
	Green	Project has no significant risk to baseline cost, schedule, or project deliverables. Strong probability project will meet dates and acceptable quality.
	Gray	No report for the reporting period or the project has not yet been activated.

**State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines**

AMENDMENTS TO NITC 1-201 (Agency Information Technology Plan)

1. Section 2 is amended to read:

2. Approved Format for Agency Information Technology Plans

Attachment A, entitled "Agency Information Technology Plan," is the approved format for agency information technology plans. An online version of the form will be available at <https://cioapps.nebraska.gov/ITPlan>.

2. Attachment A is amended to read:

Nebraska Information Technology Commission
and the
Office of the Chief Information Officer

Agency Information Technology Plan

Due: September 15, ~~2014~~2016

Notes about this form:

1. **REQUIREMENT.** "On or before September 15 of each even-numbered year, all state agencies, boards, and commissions shall report to the Chief Information Officer, in a format determined by the [Nebraska Information Technology Commission], an information technology plan that includes an accounting of all technology assets, including planned acquisitions and upgrades." (NEB. REV. STAT. § 86-524.01). This document -- prepared with input from state agencies and the Technical Panel -- is the approved format for agency information technology plans. This form should be treated as if it is a public record. Do not include information which would compromise information technology security.
2. **DEADLINE.** The Agency Information Technology Plan is due on September 15, 2016.
3. **SUBMITTING THE FORM.** The form must be submitted online at <https://cioapps.nebraska.gov/ITPlan>.
4. **QUESTIONS.** Contact the Office of the CIO/NITC at (402) 471-7984 or ocio.nitc@nebraska.gov.

Agency

Agency IT Contact

Email Address

Phone

1. Current Assets

4.3.1.1 Hardware

4.3.1 General Description of Computing Environment

Provide a general description of the elements of the computing environment in the agency (mainframe, midrange, desktop computers, thin clients, etc.).

Description:

4.3.21.1.1 Hardware Assets

Complete the following tables. For "current" assets, enter the total number of each item currently owned/leased by the agency. For "planned" assets, enter an estimated number of each item at the end of the biennium on June 30, 20172019.

	Current					Planned				
	Windows/Microsoft	Apple	Linux/Unix	Android	Other	Windows/Microsoft	Apple	Linux/Unix	Android	Other
Desktop Computers										
Laptop Computers										
Thin Client										
Tablet Computers										
Smart Phones										

	Current					Planned				
	Windows/Microsoft	Linux/Unix	VMware	Hyper-V	Other	Windows/Microsoft	Linux/Unix	VMware	Hyper-V	Other
Physical Servers										
Virtual Servers										

Provide a brief narrative describing the reason/rationale for any significant change in the number of planned hardware assets as compared to the number of current hardware assets. Also, provide a description of the agency's hardware replacement cycle.

Narrative:

4.4.1.2 Applications

4.4.1.2.1 Off-the-Shelf Applications

Provide an estimated number of licenses for each of the following applications:

	Estimated Number of Users/Licenses	Version(s) (Optional)
Productivity Suite		
Microsoft Office		
WordPerfect Office		
OpenOffice/StarOffice		
Other (Specify)		
Internet Browser		
-Microsoft Internet Explorer		
-Firefox/Mozilla		
-Google Chrome		
-Safari		
-Other (Specify)		
Desktop-Antivirus/Endpoint Protection		
Microsoft System Center Endpoint Protection		
Sophos		
Symantec/Norton		
McAfee		
Malware Bites		
Other (Specify)		
Instant Messaging		
Office Communicator/OCIO Lync/Skype for Business		
Other (Specify)		
Web Conferencing		
OCIO WebEx		
OCIO Lync/Skype for Business		
Adobe Connect		
Other (Specify)		
Database Management (DBMS)		
IBM		
Oracle		
Microsoft SQL		
AS/400		
Other (Specify)		
Applications Development Tools		
Microsoft Visual Studio		
IBM Rational Application Developer		
Micro Focus COBOL		
Other (Specify)		
Business Analytics		
OBIEE		
SAP Crystal Reports		
Cognos		
Other (Specify)		

IT Service Management Suite		
Microsoft Service Manager		
Remedy		
iSupport		
Track-It		
ServiceNow		
Other (Specify)		

4.1.21.2.2 Other Off-the-Shelf Applications

List other significant off-the-shelf applications utilized by the agency:

Application	Estimated Number of Users/Licenses	Version(s) (Optional)

1.2.3 Software as a Services (SaaS)

List any applications that are licensed on a subscription basis by the agency which are delivered over the Internet (sometimes called web-based software; on-demand software; or, hosted software):

Application	Vendor

4.1.31.2.4 Custom Applications

List custom applications used by the agency, including (a) the general purpose of the application; (b) the platform on which it is running; (c) application development tools used; and (d) how the application is supported.

Application:
Platform:
Development Tools:
How Supported:
Internet Accessible: Y/N

4.2.1.3 Data

4.2.1.3.1 Databases

List the significant databases maintained by the agency and a brief description of each.

Database:
Brief Description:
Types of Data: (Check boxes: PII, HIPAA, PCI, FTI, CJIS, SSA, None of the above) [definitions link]
Data Classification: (Radio buttons: Highly Restricted; Confidential; Managed Access Public; Public) [definitions link]

4.2.21.3.2 Data Exchange

List the significant electronic data exchanges your agency has with other entities.

Title/Description:
Other Entity:

Purpose:
Is this exchange encrypted?:

1.3 Hardware

1.3.1 General Description of Computing Environment

Provide a general description of the elements of the computing environment in the agency (mainframe, midrange, desktop computers, thin clients, etc.).

Description:

1.3.2 Hardware Assets

Complete the following tables. For "current" assets, enter the total number of each item currently owned/leased by the agency. For "planned" assets, enter an estimated number of each item at the end of the biennium on June 30, 2017.

	Current				Planned			
	Windows	Apple	Linux	Other	Windows	Apple	Linux	Other
Desktop Computers								
Laptop Computers								
Tablet Computers								

	Current					Planned				
	Windows	Linux	VMware	Hyper-V	Other	Windows	Linux	VMware	Hyper-V	Other
Physical Servers										
Virtual Servers										

Provide a brief narrative describing the reason/rationale for any significant change in the number of planned hardware assets as compared to the number of current hardware assets. Also, provide a description of the agency's hardware replacement cycle.

Narrative:

1.4 Network Environment

1.4.1 General Description

Provide a general description of the agency's network environment. You may optionally include any related diagrams, etc. Also, describe any desktop management and/or LAN monitoring tools used by the agency.

Description:

1.4.2 Network Devices

Complete the following table. For “current” devices, enter the total number of each item currently owned/leased by the agency. For “planned” devices, enter an estimated number of each item at the end of the biennium on June 30, 2017.

	Current	Planned
Firewalls (Hardware)		
Load Balancers (Hardware)		
Wireless Access Points		
Video Cameras (USB)		
IP Phones		
Web Servers		
IPS/IDS Appliances		
Non-OCIO provided Switches		
Application Delivery/Gateway (e.g. Citrix, Terminal Services appliances) (Specify)		

Provide a brief narrative describing the reason/rationale for any significant change in the number of planned devices as compared to the number of current devices.

Narrative:

1.5 Server Rooms

1.5.1 Server Rooms

Many agencies have invested in dedicated space for housing servers and network equipment. This dedicated space provided close proximity of the equipment to an agency's offices and support staff. During the early years of client/server technology, close proximity offered many advantages and was even essential in some situations. Changes in technology and higher network speeds have eroded the advantages of close proximity to the extent that separate server rooms often represent a duplication of costs and an impediment to good security, reliability, disaster recovery, and efficient operations. The trend in all large organizations is consolidation of servers and data centers.

The purpose of this section is to document the number and size of server rooms and encourage planning for use of shared services that would eliminate the need for most server rooms.

Please complete the following information:

1. Does your agency have a server room (yes / no):
2. Where is the server room located (city, building, floor):
3. What is the size of the server room (square footage):
4. Does the room have special electrical power feeds (yes/no):
5. Does the room have special cooling capacity (yes/no):
6. Does the room have uninterruptible power supply (yes/no):
7. Does the room have backup power (yes/no):
- 7-8. Does the room have a separate fire suppression system (yes/no):
- 8-9. What equipment is located in the server room (number of servers, racks, network devices, etc.)?
- 9-10. What security is available for the server room?

Provide a brief narrative describing your agency's plans to reduce or eliminate the server room or explain why it is still needed.

2. Staff and Training

2.1 Staff and Related Support Personnel

Identify staffing necessary to maintain your current IT environment, including contractor and OCIO staff supporting your agency specific environment.

	Approximate FTE
Agency IT Staff	
Contractors	
OCIO Staff	

2.2 IT Related Training

Summarize the agency's efforts to address training needs relating to information technology, including training for IT staff and users.

Description:

3. Survey

	Yes	No	In Progress	Not Applicable
3.1 Security - Please answer the following questions regarding your agency's efforts to maintain a secure information technology environment. [The questions refer to the Nebraska Information Technology Commission's Security Policies. These policies are available at http://nitc.ne.gov/standards/]				
Has your agency implemented the NITC's Security Policies?				
Has your agency implemented other security policies?				
<u>Has your agency designated a Security Officer?</u>				
<u>Has your agency performed an audit of all data under your control?</u>				
<u>Has your agency classified all data under your control?</u>				
<u>Does your agency schedule vulnerability scans of servers containing sensitive information?</u>				
<u>Does your agency have a security awareness program in place?</u>				
<u>Does your agency allow the use of removable media such as flash drives, external hard drives, etc.?</u>				
3.2 Disaster Recovery and Business Continuity - For purposes of this document, the term "Disaster Recovery Plan" refers to preparations for restoring information technology systems following a major disruption.				
Does your agency have a disaster recovery plan?				
If your answer to the previous question is YES, have you tested your disaster recovery plan?				
Does your agency perform regular back-ups of important agency data?				
If your answer to the previous questions is YES, does your agency maintain off-site storage of back-up data?				

	Yes	No	In Progress	Not Applicable
3.3 Accessibility / Assistive Technology				
Does your agency include the Nebraska Technology Access Clause in contracts for information technology purchases? (See Neb. Rev. Stat. § 73-205. The Technology Access Clause is posted at http://nits.ne.gov/standards/)				
Does your agency have procedures in place to identify the information technology related requirements of users with disabilities?				
Does your agency provide training opportunities for management, procurement, and technical personnel on how to meet the accessibility needs of users with disabilities?				
Has your agency evaluated its website(s) to ensure accessibility to all persons with disabilities? If yes, what tools were used to evaluate accessibility:				
3.4.3 Geographic Information System (GIS) / Geospatial Data				
Does your agency have plans, over the next biennium, for the development and/or acquisition of GIS/geospatial data (ie, eg, <u>Mapping</u> , imagery, LiDAR, GPS collected data, geodatabase development, metadata, geocoding, demographic and address data, etc.) or geospatial data applications or web services? If your answer is YES, please provide a brief description and/or reference where that description is provided in Section 4 below:				
For data that is created or updated, will it follow appropriate NITC standards: NITC 3-201 Geospatial Metadata NITC 3-202 Land Records Information and Mapping NITC 3-203 LiDAR Elevation Acquisition Using LiDAR NITC 3-204 Imagery NITC 3-205 Street Centerline NITC 3-206 Address				
Will your agency provide the geospatial data created or updated through the project electronically with other government agencies in the State that may have a need for such data? Please provide a brief description with your proposed plan in Section 4.				
If geospatial data and web mapping services are created or updated and is needed by other state agencies or for public consumption, will you register the metadata with NebraskaMAP.gov?				
If your project incorporates web mapping services, are you willing to make use of current state resources by linking your project to web and data services that are maintained through other online state agency repositories? This would be for data not created by your project but is needed for your project to be effective (ie, base maps such as aerial imagery, street centerlines, and other authoritative base map data				

	Yes	No	In Progress	Not Applicable
provided as a service through NebraskaMAP.gov).				
If your project will be creating web mapping services, are you willing to make available the web services links (ie, REST service), without costs, by allowing connectivity of other state agencies web mapping services to your service?				
Do you have a data backup, failover and redundancy plan in place for geospatial data holdings?				
Please provide a brief description with your proposed plan in Section 4.				
3.5 Mobile Apps				
Does your agency use mobile apps to provide services through mobile devices?				
3.6 Social Media				
Does your agency use social media as a communications channel? If yes, which social media channels do you use (Facebook, Twitter, other)?				

4. Projects and Future Plans

4.1 Projects Currently Active

List current IT projects, including a description of the project, the current project status, projected completion date and costs.

Project Title:
 Brief Description:
 Current Status:
 Projected Completion Date:
 Total Project Cost:

4.2 Projects Planned to be Started in ~~FY2015~~FY2017

List IT projects that are planned to start before the end of the current fiscal year which were not listed in the previous section.

Project Title:
 Brief Description:
 Projected Start Date:
 Projected Completion Date:
 Total Project Cost:

4.3 Projects Planned for the ~~FY2015-2017~~2017-2019 Biennium

List IT project planned for the next biennium. (Note: If funding for a project has been requested and an IT Project Proposal entered in the Nebraska Budget Request and Reporting System, you only need to list the project title and note that it is included in the agency budget request.)

Project Title:
Brief Description:
Projected Start Date:
Projected Completion Date:
Total Project Cost:

4.4 Long-Term Plans (Beyond the ~~FY2015-2017~~2017-2019 Biennium)

Describe any long-term plans for projects to be started after the ~~FY2015-2017 biennium~~2017-2019 Biennium.

Agency Narrative:

4.5 Other Issues

This is a general comment section where the agency can identify issues not captured in another section of the plan. This provides an opportunity to address issues which may, or may not, impact an agency IT budget; such things as known risks, trends, or issues for which there is not currently enough information to be included in the other sections. This section can also be used to summarize the agency's strategies and future direction for the use of information technology within the agency.

Agency Narrative:

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Current version: <http://nitc.nebraska.gov/standards/1-201.html>

**State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines**

AMENDMENTS TO NITC 1-202 (Project Review Process)

1. Attachment B is amended as follows:

All dates are revised to be consistent with the 2017-2019 biennial budget timeline.

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Current version: <http://nitc.nebraska.gov/standards/1-202.html>

**State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines**

AMENDMENTS TO NITC 3-201 (Geospatial Metadata Standard)

1. Section 1.1 is amended to read:

1.1 Steps/Timeline for Implementation

- a. State agencies and other applicable state funded entities shall institute procedures for complying with standard for new geospatial data development or acquisition upon adoption of standard by the NITC.
- b. State agencies and other applicable state funded entities shall complete initial listing of existing, applicable geospatial data holdings within three months of the adoption of standard by NITC.
- c. State agencies and other applicable state funded entities shall complete minimum metadata documentation of existing, applicable geospatial data holdings within six months of the adoption of standard by NITC. More information about ~~metadata~~ minimum requirements ~~are~~ is identified in ~~section 3.0~~ Appendix I. Metadata Categories and Definitions.
- d. State agencies and other applicable state funded entities shall complete ISO 19115-compliant metadata documentation of existing and applicable geospatial data holdings within 12 months of the adoption of standard by NITC. Complete metadata categories and definitions are located in Appendix I.

2. Section 3 is amended to read:

3.0 Definitions

Content Standard for Digital Geospatial Metadata - A comprehensive national metadata standard developed and adopted by the Federal Geographic Data Committee (FGDC) under the authority of Executive Order 12906, "Coordinating Geographic Data Acquisition and Access: The National Spatial Data Infrastructure," which was signed on April 11, 1994, by President William Clinton. Section 3, Development of a National Geospatial Data Clearinghouse, paragraph (b) states: "Standardized Documentation of Data, ... each agency shall document all new geospatial data it collects or produces, either directly or indirectly, using the standard under development by the FGDC, and make that standardized documentation electronically accessible to the Clearinghouse network." This standard is the data documentation standard referenced in the executive order. Since its initial development, this metadata content standard has undergone revision as deemed necessary by the FGDC, and will like undergo further revisions in the

future.

Geospatial Data - A term used to describe a class of data that has a geographic or spatial nature. The data will usually include locational information (latitude/longitude or other mapping coordinates) for at least some of the features within the database/dataset.

ISO 19115:2003 – International Standards Organization (ISO) defines the schema required for describing geographic information and services. It provides information about the identification, the extent, the quality, the spatial and temporal schema, spatial reference, and distribution of digital geographic data. It is applicable to: the cataloging of datasets, clearinghouse activities, and the full description of datasets; and geographic datasets, dataset series, and individual geographic features and feature properties. It defines: mandatory and conditional metadata sections, metadata entities, and metadata elements; the minimum set of metadata required to serve the full range of metadata applications (data discovery, determining data fitness for use, data access, data transfer, and use of digital data); optional metadata elements - to allow for a more extensive standard description of geographic data, if required; and a method for extending metadata to fit specialized needs. It is applicable to digital data, its principles can be extended to many other forms of geographic data such as maps, charts, and textual documents as well as non-geographic data.

Metadata - Data describing a GIS database or data set including, but not limited to, a description of a data transfer mediums, format, and contents, source lineage data, and any other applicable data processing algorithms or procedures.

~~Metadata-lite – A subset of the full FGDC-compliant metadata (data title, data subject matter, map projection, geographic extent, data owner and access information, etc.) used primarily for the purposes of cataloging and enabling the use of automated search tools to find and access available geospatial data. Does not fully document the dataset's variables, assumptions or development process that is commonly needed to guide appropriate use.~~

3. The following new section is added:

Appendix I – Metadata Categories and Definitions

This document provides categories and definitions of metadata information required for State of Nebraska geospatial data layers. The minimum and complete metadata requirements and timelines for completion involve the following:

- **Minimum**, completed within six months of data origination (Minimum fields are indicated with a **bold (M)** throughout this document.)

Minimum: A subset of the ISO 19115-compliant metadata used primarily for the

purposes of cataloging and enabling the use of automated search tools to find and access available geospatial data. Does not fully document the dataset's variables, assumptions or development process that is commonly needed to guide appropriate use.

- Complete Metadata, optional categories, recommended to be completed within 12 months

Complete Metadata: Remainder of ISO 19115-compliant metadata beyond minimum as indicated throughout this document.

1. Overview

a. Item Description

- i. **(M) Title - *The name by which the resource is known.***
- ii. Thumbnail - *A small graphic file stored that graphically identifies the resource.*
- iii. Tags - *A set of terms that can be used to search for the resource.*
- iv. Summary (Purpose) - *A summary of the intentions with which the resource was developed.*
- v. **(M) Description (Abstract) - *A brief narrative summary of the resources content.***
- vi. Credits - *A recognition of those who created or contributed to the resource.*
- vii. Use Limitation - *Describes limitations affecting the fitness of use of the resource.*
- viii. Appropriate Scale Range - *The range of scales at which this resource should be used.*

b. Topics & Keywords

- i. **(M) ISO topic categories - *Identifies the primary ISO themes associated with the resources content.***

Utilities & Communication	Military & Intelligence	Boundaries	Farming
Atmospheric Sciences	Economy	Elevation	Biota
Environment	Geoscientific	Health	Society
Imagery & Base Maps	Structure	Inland Waters	Transportation
Planning & Cadastral	Oceans	Location	

- ii. Content Type - *Indicates how you can access a shared copy of the resource.*
 - iii. Keywords - *Keywords that associate the resource with a subject or topic.*
- c. Citation
- i. **(M) Title** – *Title of the map that describes the manner in which the resource is represented. Could represent years and general idea of extent such as county or city.*
 - ii. Presentation Form - *Indicates the form in which the resource is provided.*
 - iii. **(M) Date** - *Date when the resource was created, published or revised.*
- d. Citation Contacts
- i. Name - *The name of a person associated with the resource.*
 - ii. Organization - *The name of an organization associated with the resource.*
 - iii. Position - *The name of a role or position associated with the resource.*
 - iv. Role - *Identifies the association between the responsible party and the resource.*

2. Metadata

- a. Details
- i. **(M) File Identifier** - *A unique identifier for the metadata. Typically a GUID, or country code.*
 - ii. Parent Identifier - *Unique identifier of the dataset to which this metadata is a subset.*
 - iii. Dataset URI - *The Uniform Resource Identifier (URI) of the resource.*
 - iv. Function - *Identifies the function available at the specified URI for this resource.*
 - v. **(M) Date** - *The date when the metadata was created or updated.*
 - vi. **(M) Language** - *The primary language of the information provided in the metadata.*
 - vii. **(M) Country** - *The country of the location.*
 - viii. Character Set - *The character encoding used for the metadata. Typically UTF-8.*
 - ix. Hierarchy Level - *The hierarchical scope to which the metadata applies.*
- b. Contacts
- i. **(M) Name** - *The name of a person associated with the resource metadata.*
 - ii. **(M) Organization** - *The name of an organization associated with the resource metadata.*
 - iii. **(M) Position** - *The name of a role or position associated with the resource metadata.*
 - iv. **(M) Role** - *Identifies the association between the responsible party and the resource metadata.*

Roles can include: Resource Provider, Custodian, Owner, User, Distributor, Originator, Point of Contact, Principal Investigator, Processor, Publisher, Author, Collaborator, Editor, Mediator, Rights Holder

- v. **(M) Address – *The address for the point of contact.***
 - vi. **(M) Phone – *The primary phone number for the point of contact.***
- c. Maintenance
- i. **(M) Update Frequency - *The frequency with which the metadata is updated.***
 - ii. Next Update - *The scheduled revision date.*
 - iii. Scope - *The scope of data for which this maintenance information applies.*
 - iv. Contact - *Contact information for the individual associated with metadata maintenance.*
 - v. Maintenance Note - *Describes the specific requirements for maintaining the metadata.*
- d. Constraints
- i. General - *Describes limitations affecting the fitness of use of the metadata.*
 - ii. Legal - *Restrictions, limitations, or warnings on using the metadata. (If applicable)*
 - iii. Security - *Identifies any handling restrictions on the metadata. (if applicable)*

3. Resource

- a. Details
- i. Status - *The status of the resource. (Ex - Under Development, Ongoing, Completed, etc.)*
 - ii. Credit - *A recognition of those who created or contributed to the resource.*
 - iii. Language - *The language of the information used within the data.*
 - iv. Country - *The country of the location.*
 - v. Spatial Representation Type - *Identifies the method used to spatially represent geographic information. (Ex - Vector, Raster, Tin, etc.)*
 - vi. Scale/distance Resolution - *Level of detail provided by the resource, expressed as the scale of a comparable hardcopy map or chart.*
 - vii. Browse Graphic - *File name of the graphic that provides an illustration of the resource.*
 - viii. Processing Environment - *Describes the data's processing environment, including the software and operating system used, and the file name and size.*
 - ix. Supplemental Information - *Provides additional descriptive information about the resource.*
- b. Service Details
- i. Name - *A name identifying the type of service provided by the resource. (Ex - WFS)*

- ii. Codespace - *Identifies the authority (Ex - 1.0.0 or 1.1.0)*
- iii. Access Properties
 - 1. Fees - *Describes any fees or terms for obtaining resource.*
 - 2. Availability Date/Period - *The date and time when the resource will be available.*
 - 3. Ordering Instructions - *Describes instructions, terms, and services provided by the distributor.*
- c. Extents
 - i. Description - *Describes the extent of the resource. (Ex - Nebraska)*
 - ii. **(M) Bounding box - Extents expressed in decimal degrees longitude and latitude.**
 - iii. Temporal Period - *The start and end time period associated with the resources content.*
- d. Points of Contact
 - i. Name - *The name of a person associated with the resource.*
 - ii. Organization - *The name of an organization associated with the resource.*
 - iii. Position - *The name of a role or position associated with the resource.*
 - iv. Role - *Identifies the association between the responsible party and the resource.*
- e. Maintenance
 - i. Update Frequency - *The frequency with which the resource is updated.*
 - ii. Next Update - *The scheduled revision date.*
 - iii. Scope- *The scope of data for which this maintenance information applies.*
 - iv. Contact - *Contact information for the individual associated with resource maintenance.*
 - v. Maintenance Note - *Describes the specific requirements for maintaining the resource.*
- f. Constraints
 - i. General - *Describes limitations affecting the fitness of use of the resource.*
 - ii. Legal - *Restrictions, limitations, or warnings on using the resource. (If applicable)*
 - iii. Security - *Identifies any handling restrictions on the resource. (if applicable)*
- g. Spatial Reference
 - i. **(M) Dimension - Horizontal, vertical or temporal.**
 - ii. **(M) Code - An alphanumeric value that identifies an authoritative reference (WKID)**
 - iii. **(M) Code Space - An alphanumeric value that identifies an authoritative reference (Ex - EPSG)**

- iv. **(M) Version - An numeric value that identifies an authoritative reference (Ex - 8.2.6)**
- v. **(M) Authority Citation**
 - 1. **Title - The name by which the cited resource is known (Ex-NAD_1983_StatePlane_Nebraska_FIPS_2600_Feet)**
 - 2. **Date - The date the cited resource was created, published or revised.**
- h. Spatial Data Representation
 - i. Grid Spatial, Georectified, Georeferenceable, Vector or Indirect
- i. Content Information
 - i. Coverage description- *Identifies the information conveyed by the raster data.(if applicable)*
 - ii. Image description - *Identifies the information conveyed by the raster data.(if applicable)*
 - iii. Feature Catalogue - *Describes OGC catalogue compliance, name, codespace, language and country. (if applicable)*
- j. Quality
 - i. Scope Level - *Describes the specific data to which the data quality information applies.*
 - ii. Level Description - *Identifies the instance to which the information applies.*
 - iii. Extent - *Describes the extent of the resource.*
 - iv. Report
 - 1. Report Type - *Identifies the characteristic of the data whose quality was measured.*
 - 2. Dimension - *Identifies the axis to which the spatial quality information applies.*
 - 3. Description - *A description of the evaluation method.*
 - 4. Evaluation Method - *Identifies the type of method used to evaluate the quality of the data.*
- k. Lineage
 - i. Statement -*Provides a general description of the resource's lineage.*
 - ii. Data Source - *A detailed description of the source.*
 - iii. Process Step -
 - 1. **(M) Description - Describes the event, transformation, or process that occurred while maintaining the resource, including any parameters or tolerances that were used.**
 - 2. Rationale - *Describes why the process step occurred.*
 - 3. **(M) Date - Identifies the date when the process step occurred.**

4. Processor - *The name of a person or organization associated with the process step.*

I. Distribution

i. **(M) Distribution Format**

1. **(M) Format Name** - *The name of the data transfer format.*
2. **(M) Format Version** - *The version of the data transfer format (if applicable)*

ii. Distributor

1. Contact- *The name of a person or organization that is the distributor.*
2. Ordering Process - *Fees and availability and instructions.*
3. Distribution Format - *Format name and version.*
4. Digital transfer options- *Units and transfer size, or online resource.*

m. Fields

i. **(M) Label** - *The name of the resource.*

1. Entity Type

- a. Object - *An indication of the resource's type. (Ex. Table, feature class)*
- b. Count - *The number of objects contained by the resource.*
- c. **(M) Definition** - *A description of the features contained by the dataset.*
- d. **(M) Definition Source** - *The authority that provided the definition.*

2. **(M) Attribute (for each column)**

- a. **(M) Label** - *The name of the field. This must match the name of a column of data in the resource.*
- b. **(M) Definition** - *The description of the data contained by the field.*
- c. **(M) Definition Source** - *The authority that provided the description of the field.*
- d. **(M) Type** - *Indicates the data type used to store values in this field.*
- e. **(M) Width** - *The number of bytes that will be used to store the data in this column for one row.*

3. **(M) Domain**

- a. **(M) Value** - *Describes one of the repeating values that may occur in the field.*
- b. **(M) Definition** - *A description of the value or code stored in this field.*
- c. **(M) Source** - *The authority that provided the description of the value.*

ii. Overview

1. Summary - *A detailed summary of the information provided by the data.*

2. Citation - *A reference to the document that provides a complete description of the features, fields, and values that are provided by the resource.*

n. References

i. Aggregate - Citation for the aggregate information.

ii. Portrayal Citation - The name by which the cited resource is known.

iii. Application Schema Information - Citation for the schema.

o. Geoprocessing History

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Current version: <http://nitc.nebraska.gov/standards/3-201.html>

**State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines**

NITC 3-101 (Cloud Computing Standard)

A PROPOSED NEW STANDARD relating to cloud computing:

1. STANDARD

The Office of the Chief Information Officer (“OCIO”) delivers IT solutions in a standards-based, technologically sound and secure environment. In alignment with the State’s strategic direction for IT and to leverage the State’s substantial investment in private cloud computing services, state agencies needing cloud computing services shall use the private cloud computing services provided by the OCIO (“State Cloud”) unless an exception is granted as provided herein.

If the State Cloud does not fully address an agency’s business needs and the agency is considering a vendor provided cloud computing alternative, the agency shall submit a *Cloud Computing – Statement of Intent* (form attached hereto as “Attachment A”) to the OCIO that outlines the requirements, costs and risks prior to proceeding with the initiative.

The agency’s *Cloud Computing - Statement of Intent* shall be submitted to the OCIO during the planning/requirements gathering process of any project potentially utilizing a vendor provided cloud computing solution. Upon receiving the *Cloud Computing – Statement of Intent*, the OCIO will schedule a meeting with the agency to discuss the request.

After reviewing the request, the OCIO may approve the exception; approve the exception with conditions; or deny the exception.

All purchase requests for cloud services shall be submitted using the IT procurement review process as outlined in NITC 1-204.

2. INQUIRIES AND SUBMISSION

Direct inquiries and the submission of the *Cloud Computing – Statement of Intent* to:
OCIO.ITPurchase@nebraska.gov

3. DEFINITIONS

This document uses the National Institute of Standards and Technology (NIST) definition of cloud computing and corresponding service models:

Cloud computing is a model for enabling ubiquitous, convenient, on-demand network access to a shared pool of configurable computing resources (e.g., networks, servers, storage, applications, and services) that can be rapidly provisioned and released with minimal management effort or service provider interaction.

Private cloud. The cloud infrastructure is provisioned for exclusive use by a single organization comprising multiple consumers (e.g., business units). It may be owned, managed, and operated by the organization, a third party, or some combination of them, and it may exist on or off premises

Public cloud. The cloud infrastructure is provisioned for open use by the general public. It may be owned, managed, and operated by a business, academic, or government organization, or some combination of them. It exists on the premises of the cloud provider.

Hybrid cloud. The cloud infrastructure is a composition of two or more distinct cloud infrastructures (private, community, or public) that remain unique entities, but are bound together by standardized or proprietary technology that enables data and application portability (e.g., cloud bursting for load balancing between clouds).

Service Models:

- **Cloud Software as a Service (SaaS).** The capability provided to the consumer is to use the provider's applications running on a cloud infrastructure. The applications are accessible from various client devices through a thin client interface such as a web browser (e.g., web-based email). The consumer does not manage or control the underlying cloud infrastructure including network, servers, operating systems, storage, or even individual application capabilities, with the possible exception of limited user-specific application configuration settings.
- **Cloud Platform as a Service (PaaS).** The capability provided to the consumer is to deploy onto the cloud infrastructure consumer-created or acquired applications created using programming languages and tools supported by the provider. The consumer does not manage or control the underlying cloud infrastructure including network, servers, operating systems, or storage, but has control over the deployed applications and possibly application hosting environment configurations.
- **Cloud Infrastructure as a Service (IaaS).** The capability provided to the consumer is to provision processing, storage, networks, and other fundamental computing resources where the consumer is able to deploy and run arbitrary software, which can include operating systems and applications. The consumer does not manage or control the underlying cloud infrastructure but has control over operating systems, storage, deployed applications, and possibly limited control of select networking components (e.g., host firewalls).

4. REQUIREMENTS AND CONSIDERATIONS

Requirements and considerations in this section are presented in summary form to illustrate key functional, technical and operational differences between each cloud offering and are meant to be representative as opposed to complete.

Legend: ✓ Preferred Solution, △ Subject to Review, ⊘ Not Acceptable

Requirement Area	Key Considerations	State Cloud	Hybrid Offering	Public Cloud
<i>Infrastructure Suitability</i>				
Security and Privacy	<ul style="list-style-type: none"> ▪ Maintenance of Highly Restricted, Confidential, Managed Access Public and Public data (NITC 8-101) ▪ Resiliency to unauthorized access via unique encryption keys ▪ Data will never be co-mingled with that of other organizations. 	✓	△	⊘
Technical Performance	<ul style="list-style-type: none"> ▪ High CPU, Memory, Bandwidth or I/O Requirements ▪ Predictable workloads 	✓	✓	△
Availability & Service Levels	<ul style="list-style-type: none"> ▪ 24x365 availability, 99.95%+ uptime ▪ Fault tolerance, redundancy 	✓	△	⊘
Customization	<ul style="list-style-type: none"> ▪ Standards enforcement (OS, DBMS, Security, System Image) ▪ Tailored to Application / Agency technical requirements within standards 	✓	△	⊘
Cost Savings Impact Areas	<ul style="list-style-type: none"> ▪ Operational Cost of Ownership ▪ Ongoing TCO reduction, Cost avoidance 	✓	✓	✓
Driver of Statewide Consolidation	<ul style="list-style-type: none"> ▪ Reduction in systems, software and application counts, operational complexity ▪ Simplification of integration, workflows and labor requirements 	✓	✓	✓
Migration Profile	<ul style="list-style-type: none"> ▪ Ease of migration from current solution platform to cloud based offering ▪ Technical migration complexity profile 	△	△	△
Integration (Process & Technical)	<ul style="list-style-type: none"> ▪ Cross system workflow support and data exchange ▪ Mixture of sensitive and non-sensitive data ▪ Adherence to State integration standards 	✓	△	⊘
<i>IT Application Profile Suitability</i>				
Websites and Public Interaction (Informational)	<ul style="list-style-type: none"> ▪ Presentation of State / Agency presence to public / businesses ▪ Distribution of non-sensitive data 	✓	✓	✓
Transactional Websites	<ul style="list-style-type: none"> ▪ Collection of non-sensitive transactional data ▪ Collection of low-risk fees/revenue or other information 	✓	✓	△
Workgroup Enablement	<ul style="list-style-type: none"> ▪ Storage of routine forms, data, knowledge management and other workgroup enablement data / functions 	✓	✓	✓
Business Process Enablement	<ul style="list-style-type: none"> ▪ Integrated processes within a single application or application suite ▪ Processing of transactional data non-critical to the State or public safety, revenue collection 	✓	△	△
End User Computing	<ul style="list-style-type: none"> ▪ Agency specific and non-critical applications ▪ Simple integration and reporting ▪ Routine Agency functions (non-sensitive data) 	✓	✓	✓

Cross-Agency Systems	<ul style="list-style-type: none"> ▪ Agency specific critical applications ▪ Complex integration and reporting ▪ Routine Agency functions (sensitive data) 	✓	⊘	⊘
DR – Non Critical Systems / Data	<ul style="list-style-type: none"> ▪ Data replication of non-sensitive systems and data ▪ Archive and reference data management 	✓	✓	⚠
State ERP (E1)	<ul style="list-style-type: none"> ▪ Operational Uptime and Performance ▪ Highly complex business rules and integration ▪ Maintenance of Sensitive Data 	✓	⊘	⊘
Highly Integrated Operational Systems	<ul style="list-style-type: none"> ▪ Complex integration and workflows, potentially spanning many systems and work groups ▪ High operational uptime and performance requirements ▪ Maintain personal or confidential data 	✓	⊘	⊘
State Critical Systems	<ul style="list-style-type: none"> ▪ Systems that directly influence the State’s ability to perform Public Safety, Citizen Services, Revenue Collection and/or Critical Employee Services 	✓	⊘	⊘

Attachment A - Cloud Computing Guidelines – Statement of Intent Submission Form

Date of Request:	Requesting Agency:	Contact Person & Title:

Phone Number:	Address:	E-mail Address:



Business rationale for selecting an alternative cloud computing solution (*Provide **specific business and / or technical reason(s)** why the agency/functional unit cannot use an existing State Cloud solution.*):

Proposed cloud computing service model (*e.g., Infrastructure as a Service (IaaS), Platform as a Service (PaaS) or Software as a Service (SaaS)*):

Deployment strategy (*e.g., hybrid, private or public cloud*):

Description of the maturity of the technologies involved (*Has successfully implemented in other government environment. If NE is the first customer for this technology, it is not mature*):

Estimated agency startup and ongoing maintenance costs of the proposed solution:

If a particular vendor is already under consideration, financial ability to perform the contract *(Can provide documentation showing other customers of same size using solution. Can provide documentation showing they have passed required federal audits):*

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Exit strategy/plan in the event that the agency is not satisfied with the cloud-based solution or the vendor is not able to provide the service:

--

Identification of the type of data that will be included in the proposed solution, including any sensitive data or personally identifiable information (Refer to <http://nitc.ne.gov/standards/8-101.html> for guidance on data types.):

--

Detail where and how state data will be stored, accessed, tested, maintained or backed-up:

--

Description of the agency's security policies and, if known, vendor security practices that are in place or will be implemented to safeguard the State of Nebraska's information assets from unauthorized disclosure, modification or destruction and to address the basic security elements of confidentiality, integrity and availability:

--

Identification of the proposed business continuity and disaster recovery plan that will be used to ensure the timely restoration, relocation or replacement of resources in the case of a disaster or other business interruption:

Explanation of incident response procedures in the event of a security breach, including the loss or theft of devices and media:

Approach to handling record retention, public record and e-discovery requirements in the proposed cloud computing solution:

Agency plans for providing help desk support for the proposed cloud-based solution:

High-level planning, design, development, implementation and maintenance timeline for the effort:

--

Requesting Agency Approval

Agency Director Approval Signature:
Date:

For OCIO Management Use Only

State Chief Information Officer (or his/her designee) Approval:
Approve <input type="checkbox"/> Approve with Conditions <input type="checkbox"/> Disapprove <input type="checkbox"/>
Conditions or Reason for Disapproval:

State Chief Information Officer (or his/her designee) Signature:
Date:

Please submit the completed form to: OCIO.ITPurchase@nebraska.gov

**Request for Waiver on [NITC 8-303: Remote Access Standard](#)
Under [NITC 1-103](#)**

The Nebraska Judicial Branch is requesting a waiver to apply to all offices performing functions under its authority, to include, Supreme Court and Court of Appeals; Administrative Offices of Courts and Probation and all divisions and locations thereof; trial courts, including county courts, district courts and separate juvenile courts, as well as all probation field offices.

Submitted by, on behalf of the Judicial Branch:

Jennifer Rasmussen
Deputy State Court Administrator for Information Technology
1445 'K' Street
Lincoln, NE 68509
(402) 471-3049
Jennifer.rasmussen@nebraska.gov

The Judicial Branch is requesting an exception under the NITC 8-303 Remote Access Standard to continue to use Adobe Connect software as the method of recording and delivery of branch educational content.

The Judicial Branch understands, that because Adobe Connect is a 3rd party cloud-hosted software with the ability to initiate remote access to a computer on the state's network, which is not listed under Attachment A for 'Approved Remote Access Products' it is not in compliance with 8-303.

The state's standard solution for WebEx, is not a viable option for the judicial branch's educational software needs for the following reasons:

Presentations recorded through the WebEx software become very low-quality, and are not full-screen when downloaded and converted to a non-proprietary file type (even when 'high' quality is selected during the conversion process). This makes them unusable for a professional- grade educational program.

While the state's WebEx solution has many features that make would make it a very viable option for the Judicial Branch Education program, until issues with recording and re-use are resolved, an exception is deemed necessary.

The Judicial Branch is willing and able to stipulate that the 'remote access' feature within Adobe Connect will not be used to access computers on the state network, and will be disabled if possible; as a method of accomplishing the security goals and intent of standard 8-303, until such time as a transition to a compliant software can be achieved.

State of Nebraska
Accountability and Disclosure Commission

P.O. BOX 95086
Lincoln, Nebraska 68509
www.nadc.nebraska.gov



11th Floor, State Capitol
Phone (402) 471-2522
Fax (402) 471-6599

May 10, 2016

Ed Toner, CIO
Office of the Chief Information Officer
Lincoln, Nebraska

Via email:

Dear Mr. Toner:

Pursuant to NITC 1-103, I am requesting a waiver from one or more standards issued by the NITC.

Background: Laws 2013, LB 79, authorized the Nebraska Accountability and Disclosure Commission (NADC) to develop a comprehensive electronic filing system for campaign finance reports and statements. In consultation with personnel of the Office of the CIO and the Materiel Division of the Department of Administrative Services, specifications were developed and a Request for Proposals was issued. After consideration and scoring of the proposals submitted, the contract was awarded to Quest Information Systems. Quest Information Systems has previously developed the FirstTuesday® Campaign Finance System which is being adapted for use by the NADC.

Agency Name: Nebraska Accountability and Disclosure Commission

Agency Contacts: Frank Daley, Executive Director
11th Floor State Capitol Building
402-471-2522
frank.daley@nebraska.gov

David Hunter, Auditor
11th Floor State Capitol Building
402-471-2522
dave.hunter@nebraska.gov

Title of Standard or Guideline at Issue: NITC 8-302 and 8-103

Description of problem or issue:

- 1) NITC 8-302- The NADC solution required the use of local user accounts. It cannot use LDAP services.
- 2) NITC 8-103- The NADC solution cannot use most of the current application software and server OS.

Description of agency's preferred solution, including a listing of the specific requirements for which a waiver is requested:

- 1) NITC 8-302- The NADC will manage the user accounts for its application.
- 2) NITC 8-103- The NADC and its vendor will support the older application. OCIO will support the OS until it is EOL. OCIO, NADC and vendor discussed future upgrades and vendor is in testing phase.

Any additional information and justification showing good cause for the requested waiver: The NADC application will reside on OCIO servers, but support and management of the application will reside with the NADC and its vendor.

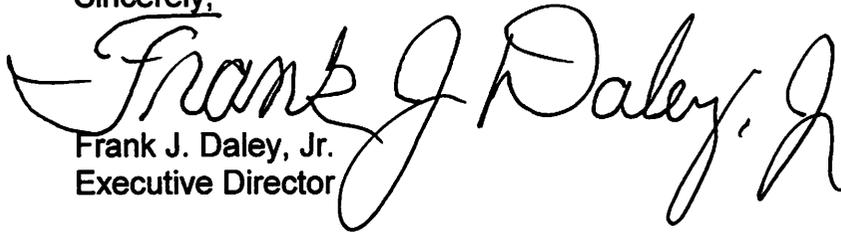
Information provided by the vendor in support of the waiver request:

- The FirstTuesday ® Campaign Finance System is developed and deployed on Windows Server 2008 R2 rather than Windows Server 2012 R2 or newer.
- The FirstTuesday ® Campaign Finance System is developed and deployed with a SQL Server 2008 R2 back-end database rather than SQL Server 2012 or newer.
- The FirstTuesday ® Campaign Finance System has integrated authentication and authorization that is independent of AD or any LDAP services. Therefore it will not make use of single sign-on capabilities.
- The FirstTuesday ® Campaign Finance System is developed and deployed as a single, monolithic web application with both public-facing and internal-facing components of the application deployed to the same server. It cannot be split into separate public and private applications to run on separate servers.

Ed Toner, CIO
May 10, 2016
Page 3

Thank you for your consideration of this waiver request. If you have any questions or need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Frank J. Daley, Jr." in a cursive style. The signature is written over the printed name and title below it.

Frank J. Daley, Jr.
Executive Director



NEBRASKA'S
 COORDINATING COMMISSION
 FOR POSTSECONDARY EDUCATION

P.O. Box 95005 • Lincoln, NE 68509-5005
 140 N. 8th St. • Suite 300 • Lincoln, NE 68508
 Phone: 402-471-2847 • ccpe.ne.gov
 Mike Baumgartner, Ph.D., Executive Director

TO: NITC Technical Panel

FROM: Gary Timm, CFO
 Coordinating Commission for Postsecondary Education
 Gary.Timm@nebraska.gov
 402.471.0020

DATE: June 3, 2016

RE: Request for Waiver Extension

NITC Standards and Guidelines:

NITC 8-302: Identity and Access Management Standard for State Government Agencies

Description of problem or issue

The Commission and OCIO deployed the FAFSA Completion application in September 2015 to be used by high school guidance counselors to identify the completion status of their high school students Free Application for Federal Student Aid (FAFSA). Through this application, the guidance counselors have access to Personally Identifiable Information in the form of the student's name, school district, student's state ID, date of birth, and whether the FAFSA has been completed. With the exception of the stage of the FAFSA completion, this information is considered directory information for the high school under the Family Educational Rights and Privacy Act (FERPA) and schools may disclose this information without consent. Additionally, the guidance counselors would already have access to the directory information through their duties with the high school.

Description of agency's preferred solution

Per NITC 1-103, the Commission requested a waiver of NITC 8-302: Identity and Access Management Standard for State Government Agencies at the September 8, 2015, Technical Panel Committee meeting and was granted a waiver with a termination date of June 30, 2016. The Commission continues to work with the OCIO to develop a solution that would meet the requirements of NITC 8-302 and therefore is requesting an extension of the waiver through June 30, 2017.

Commissioners

Carol Zink, Chair
Lincoln

W. Scott Wilson, Vice Chair
Papillion

Colleen A. Adam, Chair
Hastings

Dr. John Bernthal
Lincoln

Dr. Deborah Frison
Omaha

Dr. Ron Hunter
Hay Springs

Dwayne Probyn
Papillion

Mary Lauritzen
West Point

Dr. Joyce D. Simmons
Valentine