

Technical Panel
Nebraska Information Technology Commission
Tuesday, January 13, 2009, 9:00 a.m. - 10:30 a.m.
Varner Hall - Board Room
3835 Holdrege St., Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:

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

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. There were five members present at the time of roll call. A quorum was present. The meeting notice was posted to the NITC website and [Nebraska Public Meeting Calendar](#) on December 12, 2008. The agenda was posted to the NITC website on January 9, 2009. A copy of the Open Meetings Act was posted on the south wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF NOVEMBER 4, 2008 MINUTES

Mr. Winkle moved to approve the [November 4, 2008](#) minutes as presented. Ms. Decker seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes and Winkle-Yes. Results: Yes-5, No-0. Motion carried.

PROJECT REVIEWS-[RETIREMENT SYSTEMS](#)

Jerry Brown and Robin Goracke

Development is complete. Saber's system testing activities are complete. IT staff script testing of Phase II and III is complete. The user staff has completed 75% of the UAT script testing. Also, open system testing is occurring as the script testing is completed. IT Integration End-to-end testing of critical processes efforts have completed 2 of the 9 scripts. User Training began January 6 and will be completed January 23. There are 27 training sessions scheduled - 10 are completed.

It has been decided to do the cutover from PIONEER during the 3-day weekend of February 14-16, 2009. This is one week later than originally planned. There will be three test cutovers before that weekend. The basic plan is to convert on Saturday, test production on Sunday and use Monday to go back to PIONEER, if necessary. The following weekend is the secondary date, which would require one day of PIONEER downtime. The NPRIS team and OCIO staff have decided to utilize the OCIO's "Citizen Tree" for authentication for external access. The project is within budget.

Robin Goracke presented specific project issues and risks. Employee portion of NPRIS has been ADA tested by OCIO and is in retest now. Late in January, the public self service portion of NPRIS will be tested by UNL. Development of the 14 Change Requests scheduled for implementation is complete. Six (6) of the fourteen (14) Change Requests are tested and passed. The biggest project risk is completing user acceptance testing. Testing is running behind schedule and staff is putting in extra time to complete. This has cut into open system testing on some modules. The most current project issue is the recent

departure of OCIO security officer from employment with the State. Annie King, of the Office of the CIO, has been assisting the project in his absence.

PROJECT REVIEWS-HEALTH AND HUMAN SERVICES MMIS AND LIMS

James Ohmberger, Office of the CIO

LIMS (Laboratory Information Management System). The vendor is on location to do software installation this week. After which time, conversion will occur.

[MMIS \(Medicaid Management Information System\)](#). The project submitted a Project Status Report. In the first section of the report, four key questions are asked:

1. Has the project scope of work changed?
2. Will upcoming target dates be missed?
3. Does the project team have resource constraints?, and
4. Are there problems or concerns that require stakeholders or top management attention?

The project reported "Yes" to all questions with the exception of question number three. In regards to the project scope of work, it was determined to breakdown larger deliverables into smaller deliverable components. Target dates will be missed due to gap analysis.

The Risk Analysis has identified 37 risks. Risks are assessed and scored on probability of occurrence, impact and the likelihood of detection. Each area is rated on a scale from 1 (low) to 4 (high) and then the three numbers are multiplied together to establish a Risk Priority Number (RPN). Risks that have a RPN score above 47 must have a plan to address the risk. The Risk Response Plan (page 11) has been developed. Appendix A of the report specifies change request summary. Ms. Horn requested that the project continue to work on and address accessibility issues. The Project Oversight Group and the Project Team meet weekly. The Executive Committee meets monthly.

PROJECT REVIEWS-NEBRASKA STATE COLLEGE SYSTEM AND UNIVERSITY OF NEBRASKA - [STUDENT INFORMATION SYSTEM](#)

John Finney, Associate Vice Chancellor, and Rory Weaver, University of Nebraska

A Project Status Report was submitted. The project is in the formative planning stage. Approximately 50 staff are housed in the project office located at 56th & O Streets. Academic IDP's (Interactive Design and Prototyping) structures have been completed. The Oracle Campus Solution product is weak but solutions are being explored.

PROJECT PROPOSALS - DEFICIT REQUESTS: [51-01](#) - NEBRASKA STATE COLLEGE SYSTEM AND UNIVERSITY OF NEBRASKA - STUDENT INFORMATION SYSTEM REPLACEMENT

The deficit requested amount is \$11 million dollar. Mr. Weir stated that in the original request it was indicated that there may be a need to go back to the Legislature to request further funding. In conducting a project review, the Technical Panel must address the following questions regarding the project: 1) Is the project technically feasible; 2) Is the proposed technology appropriate for the project; and 3) Can the technical elements can be accomplished within the proposed timeframe and budget.

Mr. Winkle moved that since there were no significant technical changes to the project the Technical Panel affirms the prior review of this project. Mr. Langer seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0. Motion carried.

[ENTERPRISE PROJECT DESIGNATIONS AND PROJECT REPORTING](#) - RECOMMENDATIONS TO THE NITC

Technical Panel members received the State Government Council's recommendations for enterprise projects and project reporting designations. It was recommended to have the reports well in advance for review prior to the meetings so members have adequate time. If the recommendations are approved, the Technical Panel will need to discuss meeting agendas to allow reporting time. This will be on the agenda for the February meeting. No project status reports will be provided at the February meeting. Until the Legislature's decision regarding funding, it is too early to anticipate the number of potential enterprise projects.

Mr. Winkle moved to recommend "Enterprise Project" designations for the following projects: Medicaid Management Information System; Student Information System; Access Nebraska; Public Safety Wireless Project; and Network Nebraska. Ms. Decker seconded. Roll call vote: Langer-Yes, Horn-Yes, Decker-Yes, Winkle-Yes and Weir-Yes. Results: Yes-5, No-0. Motion carried.

**STANDARDS AND GUIDELINES RECOMMENDATIONS TO THE NITC - [NITC 7-403](#):
SCHEDULING STANDARD FOR SYNCHRONOUS DISTANCE LEARNING AND
VIDEOCONFERENCING (REVISED)**

Mr. Winkle, Chair, Statewide Synchronous Video Network Work Group

The draft standard has been posted for the 30-day comment period. No comments were received. Mr. Winkle still had concerns about two components: the scheduling system's impact on devices and the development of a clearinghouse. He stated that there are currently two other video systems in the state that are unaware of this standard. It is important that they be informed and brought to the table to discuss standard and/or request a waiver. Mr. Winkle asked the panel if this standard should be limited to educational institutions only so that other systems are not included. The work group discussed at length the following section of the standard:

1.1.1 Standards for hardware control system

"A hardware control must be able to control all hardware in a network and be capable of linking into all the other systems listed in the standard to enable the following:"

Mr. Winkle stated that if the standard were approved today as stated, the system would not be in compliance. If the word "all" were deleted, it would allow for entities to decide on administrative compliance models that fit their entity's needs but still assure that any software system chosen would comply with NITC standards. The wording in the document would need to be refined.

Mr. Winkle moved to refine the wording in the draft document for review and approval at the February meeting to be reposted for another 30-day public comment period. Ms. Horn seconded. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, Winkle-Yes, and Decker-Yes. Results: Yes-5, No-0. Motion carried.

PUBLIC SAFETY COMMUNICATIONS - [EXECUTIVE ORDERS](#)

Ms. Decker wanted the members to be aware of the Executive Orders signed by the Governor last month regarding Public Safety Communications.

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)

Due to time constraints, no updates were provided.

OTHER BUSINESS

There was no other business.

NEXT MEETING DATE AND ADJOURN

The next meeting of the NITC Technical Panel will be held on Tuesday, February 10, 2009, 9:00 a.m. in Varner Hall.

Ms. Decker moved to adjourn. Ms. Horn seconded. All were in favor. Motion carried.

The meeting was adjourned at 10:45 p.m.