

NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Monday, November 30, 2009, 1:30 p.m.
Executive Building-Suite 103
521 South 14th Street, Lincoln, Nebraska
Videoconference Sites [Neb. Rev. Stat. § 84-1411(2)]
Alliance High School, 1450 Box Butte Avenue, Alliance
University of Nebraska-Kearney, Founders Hall-Room 119C, 905 West 25th Street, Kearney
City Administration Offices, 1615 1st Avenue, South Sioux City
Columbus Public Library, 2504 14th Street, Columbus
Chadron State College, Burkhiser Technology Complex-Room 109, Chadron

MINUTES

MEMBERS PRESENT:

Lieutenant Governor Rick Sheehy, Chair (Lincoln site)
Linda Aerni, Chief Executive Officer, Community Internet Systems (Columbus site)
Noelle Badeer, Aide for Senator Tony Fulton, Nebraska Legislature (Lincoln site)
Pat Flanagan, Information Services Manager (Lincoln site)
Lance Hedquist, City Administrator, South Sioux City (South Sioux City site)
Dr. Dan Hoelsing, Superintendent, Alliance Public Schools (Alliance site)
Doug Kristensen, JD, Chancellor, University of Nebraska-Kearney (Kearney site)
Dr. Janie Park, President, Chadron State College (Chadron site)
Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP (Lincoln site)

MEMBERS ABSENT: Mike Huggenberger, Director-Netlink, Great Plains Communications

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

Lieutenant Governor Sheehy called the meeting to order at 1:30 p.m. There was a quorum present at the time of roll call to conduct official business. The meeting notice was posted to the NITC website and the Public Meeting Calendar website on November 13, 2009. The agenda was posted on the NITC website on November 24, 2009. The Open Meetings Act was available on the table next to the entrance.

APPROVAL OF SEPTEMBER 29, 2009 MINUTES*

Commissioner Peterson moved to approve the [September 29, 2009](#). Commissioner Aerni seconded. Roll call vote: Aerni-Yes, Flanagan-Yes, Hedquist-Yes, Hoelsing-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, and Sheehy-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

PUBLIC COMMENT

There was no public comment.

INFORMATIONAL UPDATES - LEGISLATIVE SPECIAL SESSION - BUDGET

Steve Henderson, I.T. Administrator, Planning and Project Management

For current fiscal year the budget has been decreased by 2%. For the next fiscal year, the office will need to cutback 5% of its budget. Travel expenditures will be evaluated to determine cost savings. Grant funding of \$174,000 dollars will not be available to assist with I.T. projects.

STATEWIDE TECHNOLOGY PLAN - APPROVAL OF ACTION ITEMS

Steve Henderson, I.T. Administrator, Planning and Project Management

For the past few months, all the NITC advisory councils have been reviewing and developing their action items. The action items are ready for the Commission's review and approval.

Commissioner Flanagan moved to approve the Statewide Technology Plan [Action Items](#) submitted by the NITC Advisory Councils. Commissioner Kristensen seconded. Roll call vote: Sheehy-Yes, Peterson-Yes, Park-Yes, Kristensen-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan-Yes, and Aerni-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

FOLLOW-UP FROM SEPTEMBER MEETING - COUNCILS AND TECHNICAL PANEL MEMBERSHIP REVIEW

Commissioners were given a document titled [Nebraska Information Technology Commission Advisory Group Membership Information November, 2009](#) that provided an overview of each advisory council, its membership and current vacancies. Current advisory council vacancies are as follows:

- The Community Council has one to seven vacant positions. The emphasis for filling vacancies will be on libraries or local government.
- The eHealth Council has two vacancies – one representing payers and employers and one representing consumers.
- The GIS Council has two to four vacancies – one representing NACO, one at-large, and up to two additional charter-defined at large members to achieve geographic representation.
- The State Government Council has one vacancy due to a vacant designated office (as identified in the charter).

REPORT - COMMUNITY COUNCIL

Anne Byers, Community I.T. Manager

Websites for Growth Award. Red Cloud (www.redcloudguiderock.com) and Phelps County (www.justtheplacenebraska.com) recently received awards for outstanding community websites in the under 2,500 population and over 2,500 population categories, respectively. The awards were presented at the 2009 Governor's Conference on Rural Development on November 6.

Broadband Mapping. The Nebraska Public Service Commission invited the NITC Community Council, Nebraska Department of Economic Development, and the University of Nebraska to submit a proposal for broadband planning as part of the Commission's Broadband Mapping proposal to the National Telecommunications and Information Administration (NTIA). The proposed planning project will identify barriers to the adoption of broadband and IT services, create and facilitate local technology planning teams, and collaborate with broadband service providers to encourage broadband deployment and use through the following approaches:

1. Regional planning teams will be formed to conduct regional assessments, prioritize needs, and develop strategies to address needs.
2. Nebraskans will be surveyed about their computer and Internet usage, challenges and desires for the future.
3. Regional forums will be conducted to present broadband mapping and mail survey results, to solicit feedback, and to kick off regional planning efforts.
4. Businesses will be surveyed through the Business Retention and Expansion process to identify the strengths and challenges they face in utilizing technology.
5. Seven to ten focus groups will be held with anchor institutions and utility providers as well as populations with low usage rates to gain understanding into the barriers from their perspective.

6. Use of the Internet and computers will be encouraged through demonstration workshops and training in collaboration with the broadband service providers and information technology companies.
7. Regional technology plans as well as a statewide report and recommendations will be developed and presented to the Nebraska Information Technology Commission, Nebraska Public Service Commission, Department of Economic Development and University of Nebraska-Lincoln. These plans will be made publicly available through the project website.

As of November 23, the Public Service Commission's application for broadband mapping is still pending final negotiations with the vendor and NTIA.

REPORT - EHEALTH COUNCIL

Anne Byers, Community I.T. Manager

eHealth Strategic Plan - Nebraska submitted the eHealth Strategic Plan as part of its application to the State Health Information Exchange Cooperative Agreement Program. The plan presents the state's vision, goals, and strategies for exchanging health information. It is anticipated that additional revisions will need to be made over time. The eHealth Council reviewed the plan at its October meeting and suggested minor revisions. The plan should meet most or all of the requirements set forth by the Office of the National Coordinator for Health IT. It is possible that the State of Nebraska may be asked to provide greater detail or to make other revisions to the plan. Lt. Governor Sheehy commended Ms. Byers and the planning committee for their time, dedication and work. Nebraska is ahead of many states in this area.

Commissioner Hedquist moved to approve the [eHealth Strategic Plan](#). Commissioner Kristensen seconded. Roll call vote: Hoelsing-Yes, Kristensen-Yes, Park-Yes, Peterson-Yes, Sheehy-Yes, Aerni-Yes, Flanagan-Yes, and Hedquist-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

State HIE Cooperative Agreement Program. The State of Nebraska applied for just over \$6 million in funding to create a statewide health information exchange. The Office of the National Coordinator is expected to announce funding decisions in mid December. A strategic and operational plan need to be submitted and approved before funding for implementation will be made available. The eHealth Plan Work Group has been meeting regularly to develop an operational plan. We hope to have the operational plan completed or nearly completed by the end of the year. As it develops, the commissioners will be updated.

Over the past week, there have been three resignations. Dan Griess is resigning due to time constraints and family obligations. Dave Lawton is resigning due to accepting a position with the Office of the National Coordinator. Dennis Berens is resigning due to time conflicts and new responsibilities as President of the Rural Health Association. If commissioners know of anyone interested on serving on the eHealth Council, they were asked to contact Ms. Byers.

REPORT - EDUCATION COUNCIL

Tom Rolfes, Education I.T. Manager

The Education Council last met on November 3. Meetings have focused on reviewing and developing the action items for the Statewide Technology Plan. Many of the action items for Network Nebraska and Digital Education will continue. Some action items have concluded and some new ones have been added. One of the new action items under eGovernment is to continue updating the new education portal that was initiated this past year. The Council meeting this week had to be postponed until January 7 due to calendar conflicts on behalf of the members.

Task Group Reports. The four work groups (Funding/Erate, Services, Marketing, and Governance) have been discussing their goals and action items to determine continuation or dissolution of any task group. The Governance Task Group launched the Network Nebraska Education Advisory Group to fulfill a key action item. The Marketing Task Group has recommended establishing a Network Nebraska Membership Work Group whose goal would be to encourage more participation in Network Nebraska. The Education Council will continue to have four task groups.

Network Nebraska - Education Advisory Group. They advisory group has met four times since July 2009. Discussions have focused on addressing participant membership and growth, services and costs. The members of the Advisory Group are paying customers of Network Nebraska—Education and indirectly represent all 234 member entities. Around June 2010, after one year of existence, the work group will be reviewed for its viability and ability to carry out its charter.

REPORT - STATE GOVERNMENT COUNCIL

Rick Becker, Government I.T. Manager

The State Government Council has met once since the last NITC meeting. A majority of the meeting was spent in discussions regarding the Office of the CIO's I.T. procurement process as well as the State's procurement process. At the end of the meeting, the Council moved approval of the NITC 1-204: IT Procurement Review Policy. The Council also established a new work group to review and discuss the process.

REPORT - GIS COUNCIL

Larry Zink, GIS Coordinator

NebraskaMAP Project Update. NebraskaMap is an effort to develop a statewide portal for GIS data that can be accessed from local, state or federal level entities. Some Nebraska-related GIS data, such as statewide center line street addresses and aerial imagery will be available via a centralized data repository. However, much of the GIS data available through the portal will be provided by using the portal to help find and access GIS data served online by other local, state, and federal agencies and not housed in a central repository. A prototype is available and will be demonstrated at the next NITC meeting. This has been a collaborative project between the Office of the CIO, the University of Nebraska, and several other state, local and federal agencies.

Other Projects. The Nebraska State Patrol Fusion Center was also discussed at the meeting. Mr. Zink reported that at the most recent GIS Council meeting, it was noted that there were several initiatives in Nebraska that appear to be using similar technology to use the Internet to access and combine GIS data from multiple agencies. The Fusion Center was one of the initiatives apparently seeking to utilize this technology. Another is Douglas and Sarpy Counties' efforts to development of a Common Operational Center for emergency response. Another is the Metropolitan Area Planning Agency and the Douglas County Transportation Department effort to develop a system to share real time data related to traffic incidents. Due to the variety of these initiatives and the complexities involved, it was decided to invite these projects to a meeting to share information about their projects and to explore collaborative opportunities. The Office of the CIO will be organizing the meeting.

Mr. Zink reported that he has been asked over the last couple years to review an increasing number of State Records Board grant applications submitted from communities planning to convert their property parcel records to a GIS format. Mr. Zink also noted that the Department of Revenue plans to release an RFI for a GIS-related property management system. Mr. Zink also stated that there is a move by the federal government to encourage the states to develop a state portal to facilitate access to GIS property parcel data for applications such a emergency response. All of these GIS and property parcel related initiatives have encouraged the GIS Council to recommend the formation of a GIS and property parcel mapping working group.

NIROC (Nebraska-Iowa Regional Orthophotography Consortium) Update. Douglas, Lancaster and Sarpy Counties form the nucleus of a multi-agency effort to collect updated aerial imagery in 2010. Many other state, local and federal agencies are also partners in the NIROC 2010 project. The project will involve collecting both 6 and 12 inch resolution imagery. A number of other related products, such as LiDAR and oblique imagery, are also part of the project. The RFP had been released and is currently in the vendor selection process. The imagery will be collected in the spring of 2010.

REPORT - TECHNICAL PANEL

Rick Becker, Government I.T. Manager

STANDARDS AND GUIDELINES - NITC 1-204: I.T. PROCUREMENT REVIEW POLICY

Commissioner Flanagan stated there was considerable discussion at the State Government Council regarding this policy. The Council recommends approval of the revised document.

Commissioner Peterson moved to approve the [NITC 1-204: IT Procurement Review Policy Standard](#). Commissioner Park seconded. Roll call vote: Park-Yes, Kristensen-Yes, Hoelsing-Yes, Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, and Peterson-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

STANDARDS AND GUIDELINES - NITC 5-301: USE OF COMPUTER-BASED FAX SERVICES BY STATE GOVERNMENT AGENCIES

Previously, NITC 5-301 was a guideline which recommended that agencies use the Office of the CIO's computer-based fax services. It is the State Government Council's recommendation that this be changed to a standard. The standard addresses computer electronic faxes and not stand alone fax machines.

Commissioner Aerni moved to approve the [NITC 5-301: Use of Computer-based Fax Services by State Government Agencies Standard](#). Commissioner Park seconded. Roll call vote: Hedquist-Yes, Flanagan-Yes, Aerni-Yes, Sheehy-Yes, Peterson-Yes, Park-Yes, Kristensen-Yes, and Hoelsing-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

STANDARDS AND GUIDELINES - NITC 7-101: ACCEPTABLE USE POLICY

Due to the passing of LB 626, this policy was revised, including the following new section:

2.3 For use by state employees and officials for emails, text messaging, local calls, and long-distance calls to children at home, teachers, doctors, daycare centers, baby-sitters, family members, or others to inform them of unexpected schedule changes, and for other essential personal business. Any such use for essential personal business shall be kept to a minimum and shall not interfere with the conduct of state business. A state employee or official shall be responsible for payment or reimbursement of charges, if any, that directly result from any such communication. [Neb. Rev. Stat. § 81-1120.27(1)] Essential personal business shall not include use of the State Communications System for personal financial gain or campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question. These uses are prohibited. [Neb. Rev. Stat. §14,101.01(2) and § 14,101.02(2)]

Both the State Government Council and Technical Panel recommend approval.

Commissioner Park moved to approve the [NITC 7-101: Acceptable Use Policy Standard](#). Commissioner Kristensen seconded. Roll call vote: Kristensen-Yes, Hoelsing-Yes, Park-Yes, Hedquist-Yes, Peterson-Yes, Flanagan-Yes, Sheehy-Yes, and Aerni-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

ENTERPRISE PROJECT DESIGNATION - NEBRASKA STATE PATROL, FUSION CENTER PROJECT

Lt. Governor Sheehy stated that the Fusion Center is a complex project that crosses many agencies and funding sources and may have technology issues. At the NITC's September meeting, the Commission requested that the Technical Panel review the project and make a recommendation on the enterprise project status for this project.

At the November Technical Panel meeting, the Nebraska State Patrol provided information about the Fusion Center Project. After discussion with the project staff and review of the project, the Technical Panel recommends that the NITC designate the Fusion Center Project as an enterprise project.

Commissioner Peterson moved to designate the Fusion Center Project as an enterprise project. Commissioner Flanagan seconded. Roll call vote: Flanagan-Yes, Park-Yes, Hedquist-Yes, Peterson-Yes, Hoelsing-Yes, Sheehy-Yes, Aerni-Yes, and Kristensen-Yes. Results: Yes-8, No-0, Abstain-0. Motion carried.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Commissioners will be polled for a date in March for the next NITC meeting.

Without objection, the meeting was adjourned at 3:24pm.

Minutes were recorded by Lori Lopez Urdiales and reviewed by the staff of the NITC.