

Nebraska Information Technology Commission

State Government Council Charter

1. Introduction

The Nebraska Information Resources Cabinet (“IRC”) was created in January 1996 by Executive Order 96-1. The IRC was re-established as the Government Council of the Nebraska Information Technology Commission (hereafter referred to as “Commission”) through Executive Order 97-7 in November 1997. The Commission became a statutory body in Laws 1998, LB 924, and the Commission re-established the State Government Council (hereafter referred to as “Council”).

2. Purpose

The purpose of this charter is to clarify the role of the Council and its relationship with the Commission.

3. Authority

The Nebraska Information Technology Commission shall: “Establish ad hoc technical advisory groups to study and make recommendations on specific topics, including workgroups to establish, coordinate, and prioritize needs for education, local communities, intergovernmental data communications, and state agencies[.]” Neb. Rev. Stat. § 86-516(7).

4. Commission Mission and Responsibilities

4.1 Commission Mission. The mission of the Nebraska Information Technology Commission is to make the State of Nebraska's information technology infrastructure more accessible and responsive to the needs of its citizens, regardless of location, while making investments in government, education, health care and other services more efficient and cost effective.

4.2 Commission Responsibilities. The responsibilities and duties of the Commission are codified at Neb. Rev. Stat. § 86-516.

5. Council Mission and Responsibilities

5.1 Council Mission. To provide direction and oversight for state government information technology vision, goals and policy.

5.2 Council Responsibilities.

5.2.1 Establish, coordinate, and prioritize technology needs for state agencies;

- 5.2.2 Review and make recommendations to the Commission on requests for funds from the Government Technology Collaboration Fund;
- 5.2.3 Review and make recommendations to the Commission on agency technology projects requesting funding as part of the state budget process;
- 5.2.4 Assist the Commission in developing, reviewing and updating the statewide technology plan;
- 5.2.5 Recommend planning and project management procedures for state information technology investments;
- 5.2.6 Evaluate and act upon opportunities to more efficiently and effectively deliver government services through the use of information technology;
- 5.2.7 Recommend policies, guidelines, and standards for information technology within state government; and
- 5.2.8 Such other responsibilities as directed by the Commission.

6. Membership

6.1 Members. The Council shall consist of:

- 6.1.1 The agency director, or his or her designee, from the following agencies:
 - 6.1.1.1 Administrative Services, Department of;
 - 6.1.1.2 Banking and Finance, Department of;
 - 6.1.1.3 Correctional Services, Department of;
 - 6.1.1.4 Crime Commission;
 - 6.1.1.5 Environmental Quality, Department of;
 - 6.1.1.6 Governor's Policy Research Office;
 - 6.1.1.7 Health and Human Services, Department of;
 - 6.1.1.8 Labor, Department of;
 - 6.1.1.9 Motor Vehicles, Department of;
 - 6.1.1.10 Natural Resources, Department of;
 - 6.1.1.11 Revenue, Department of;
 - 6.1.1.12 State Patrol, Nebraska; and
 - 6.1.1.13 Transportation, Department of.
- 6.1.2 The following individuals, or their respective designee:
 - 6.1.2.1 Chief Information Officer;
 - 6.1.2.2 Office of the CIO - IT Administrator, Enterprise Computing Services;
 - 6.1.2.3 Office of the CIO - IT Administrator, Network Services;
 - 6.1.2.4 Education, Department of - Chief Information Officer;
 - 6.1.2.5 Secretary of State;
 - 6.1.2.6 State Budget Administrator;

- 6.1.2.7 State Court Administrator;
- 6.1.2.8 Workers' Compensation Court Administrator;
- 6.1.2.9 One representative of non-code state agencies, to be appointed by the Commission; and
- 6.1.2.10 One representative from the general public with extensive IT experience, to be appointed by the Commission.

6.2 Alternates. Each member of the Council may designate one (1) official voting alternate. This official voting alternate shall be registered with the Office of the Chief Information Officer and, in the absence of the official member, have all the privileges as the official member on items of discussion and voting.

6.3 Member Responsibilities; Conflicts of Interest. A Member with a potential conflict of interest in a matter before the Council or a potential interest in a contract with the Council is subject to the provisions of the Nebraska Political Accountability and Disclosure Act including sections 49-1499.02 and 49-14,102. A Member with a potential conflict of interest or a potential interest in a contract shall contact the Nebraska Accountability and Disclosure Commission and take such action as required by law.

7. Meeting Procedures

7.1 Chair. The Chief Information Officer shall serve as the Chair of the Council.

7.2 Quorum. A quorum consists of at least 50% of the voting membership.

7.3 Voting. Issues shall be decided by a majority vote of the voting members present.

7.4 Non-Member Agencies. Attendance and input by non-member state government agencies is encouraged. The director of a non-member agency may submit to the Council the name of a contact person within his or her agency to receive notification of Council meetings.

7.5 Meeting Frequency. The Council shall meet not less than four times per year.

7.6 Notice of Meetings. Notice of the time and place of each meeting of the Council shall be made at least seven (7) calendar days prior to the meeting. Notice shall be published on the Council's website at <http://www.nitc.ne.gov/>.

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Approved by the Nebraska Information Technology Commission on June 29, 1999. Amendments approved on June 13, 2001; September 16, 2002; February 22, 2007; June 27, 2007; November 15, 2011; and November 9, 2017.