STATE GOVERNMENT COUNCIL
of the
Nebraska Information Technology Commission
Thursday, September 8, 2011, 1:30-2:30 p.m.
Executive Building - Lower Level Conference Room
521 S 14th Street
Lincoln, Nebraska
PROPOSED MINUTES

MEMBERS PRESENT:
Brenda Decker, Chief Information Officer, Chair
Dennis Burling, Dept. of Environmental Quality
Josh Daws, Secretary of State's Office
Keith Dey, Department of Motor Vehicles
Rex Gittins Department of Natural Resources
Lori Henkenius, Nebraska Department of Education
Eric Henrichsen, Department of Health and Human Services
Kelly Lammers, Department of Banking
Mike McCrory, Administrative Services
Bill Miller, State Court Administrator's Office
Glen Morton, Workers' Compensation Court
Gerry Oligmueller, Budget Office
Col. Dave Sankey, Nebraska State Patrol
Jayne Scofield, OCIO-Network Services
Bob Shanahan, Department of Correctional Services
Terri Slone, Department of Labor
Len Sloup, Department of Revenue
Rod Wagner, Library Commission
Bill Wehling, Department of Roads

MEMBERS ABSENT: Beverlee Bornemeier, OCIO-Enterprise Computing Services; Dick Clark, Policy Research Office; Mike Calvert, Legislative Fiscal Office; Pat Flanagan, Private Sector; Dorest Harvey, Private Sector; and Mike Overton, Crime Commission

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Brenda Decker called the meeting to order at 1:30 p.m. There were 19 members present. A quorum existed to conduct official business. Meeting notice was posted to the NITC website and the Nebraska Public Meeting Calendar on August 9, 2011. The agenda was posted to the NITC website on August 9, 2011 and updated on September 6, 2011. The Open Meetings Act was located on the podium at the front of the room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF JUNE 23, 2011 MINUTES

Mr. Oligmueller noted a mistake in title on page 3.

Mr. McCrory moved to approve the June 23, 2011 minutes with the change discussed. Mr. Sloup seconded. Roll call vote: Decker-Yes; Burling-Yes, Daws-Yes, Dey-Abstain, Gittins-Yes, Henkenius-Yes, Henrichsen-Yes, Lammers-Abstain, McCrory-Yes, Miller-Abstain, Morton-Yes, Oligmueller-Yes, Sankey-Yes, Scofield-Yes, Shanahan-Yes, Slone-Yes, Sloup-Yes, Wagner-Abstain, and Wehling-Yes. Results: Yes-15, No-0, Abstain-4. Motion carried. (Note: There was also

a clerical error in the starting time listed for the June 23 meeting which was corrected by staff prior to final publication of the minutes.)

SGC CHARTER REVISION

At the last meeting, the council approved a number of changes to the charter. After the meeting, Mr. Becker discussed the new conflicts of interest provision with staff of the Accountability and Disclosure Commission. It was recommended that the conflicts of interest section be revised. A revised section 6.4 was attached to the agenda.

Mr. Wagner moved to recommend approval of the revised version of section 6.4 of the State Government Council Charter. Mr. Shanahan seconded. Roll call vote: Decker-Yes; Burling-Yes, Daws-Yes, Dey-Yes, Gittins-Yes, Henkenius-Yes, Henrichsen-Yes, Lammers-Yes, McCrory-Yes, Miller-Yes, Morton-Yes, Oligmueller-Yes, Sankey-Yes, Scofield-Yes, Shanahan-Yes, Slone-Yes, Sloup-Yes, Wagner-Yes, and Wehling-Yes. Results: Yes-19, No-0, Abstain-0. Motion carried.

STATEWIDE TECHNOLOGY PLAN ACTION ITEMS (2010 ACTION ITEMS)

The NITC is preparing the annual update to the Statewide Technology Plan action items. The 2010 version was linked to the agenda. Ms. Decker asked members to review the action items and provide any suggested changes or recommendations for new action items to Mr. Becker by email.

STANDARDS AND GUIDELINES - NITC 5-102: MICROSOFT ENTERPRISE AGREEMENT – HOME USE PROGRAM POLICY

One of the benefits of the Microsoft Enterprise Agreement is the Home Use Program. The purpose of the Home Use Program is to encourage consistency in the office productivity software that employees use at home and at work. Skills learned at home will translate better to the work place, which leads to higher productivity at work. The Home Use Program is not intended to require or encourage telework or taking work home.

Members discussed the draft policy. There was consideration of using the "We Save" program; however, that program requires the benefit be made available to all state employees. In this case, the Microsoft program is a benefit to the agency and requires the employee to use the Office suite at work before they can participate in the Home Use Program.

It was noted that the State is not responsible for individual employee's compliance with the Home Use Program end user license. A question was raised about arguably conflicting language in first and fourth bullets under section 1.1. This section is based directly on language from Microsoft documentation. Staff will work to clarify this language.

Mr. Henrichsen moved to recommend approval of NITC 5-102: Microsoft Enterprise Agreement – Home Use Program Policy with the discussed possible revisions. Mr. Lammers seconded. Roll call vote: Decker-Yes; Burling-Yes, Daws-Yes, Dey-Yes, Gittins-Yes, Henkenius-Yes, Henrichsen-Yes, Lammers-Yes, McCrory-Abstain, Miller-Yes, Morton-Yes, Oligmueller-Yes, Sankey-Yes, Scofield-Yes, Shanahan-Yes, Slone-Yes, Sloup-Yes, Wagner-Yes, and Wehling-Yes. Results: Yes-18, No-0, Abstain-1. Motion carried.

Item #7 on the agenda was moved to the end of the meeting.

OTHER BUSINESS

There was no Other Business.

AGENCY REPORTS

There were no Agency Reports.

REVIEW OF DEPARTMENT OF ENVIRONMENTAL QUALITY'S USE OF THE ENTERPRISE CONTENT MANAGEMENT (ECM) SYSTEM

Dennis Burling provided a presentation on the Department of Environmental Quality's use of the Enterprise Content Management (ECM) System.

ADJOURNMENT

With no further business, Mr. Dey moved to adjourn. Mr. Miller seconded. All were in favor. Motion carried.

The meeting was adjourned at 2:35 p.m.

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