

State Government Council Meeting Agenda

State Government Council

Thursday, September 11, 2014 at 1:30PM

Executive Building - Lower Level Conference Room

521 S 14th Street

Lincoln, NE

Meeting Documents

1:30 PM 1. Roll Call, Meeting Notice & Open Meetings Act Information

Chair

- 2. Public Comment
- 3. Approval of Minutes* May 21, 2014
- 1:40 PM 4. Standards and Guidelines Recommendations to the Chair NITC
 - a. NITC 7-104: Web Domain Name Standard (Amendment)*
- 1:45 PM 5. Informational Reports and Updates
 - a. Open Data Workgroup (Colleen Byelick)
 - b. GIS Council (Nathan Watermeier)
 - c. OCIO Open Systems VPN Solution and Two-Factor Authentication (Annie King)
 - d. OCIO Network Services Network Configuration
 Change Review (Jim Sheets)

2:20 PM	6.	Agency Reports and Other Business	Members
2:30 PM	7.	Adjourn (Next Meeting - October 9, 2014)	Chair

^{*} Denotes Action Item

The Council 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 <u>NITC website</u> and the <u>Nebraska Public Meeting</u> <u>Calendar</u> on August 5, 2014. The agenda was posted to the NITC website on September 7, 2014. <u>Nebraska Open Meetings Act</u>

STATE GOVERNMENT COUNCIL

Wednesday, May 21, 2014 at 1:30 p.m.
Executive Building - Lower Level Conference Room
521 South 14th Street, Lincoln, NE
MINUTES

MEMBERS PRESENT:

Brenda Decker, Chief Information Officer, Chair Beverlee Bornemeier, OCIO-Enterprise Computing Services Dennis Burling, Department of Environmental Quality Colleen Byelick, Secretary of State Randy Cecrle, Workers' Compensation Court Keith Dev. Department of Motor Vehicles Brent Gaswick, Department of Education Dorest Harvey, Private Sector Eric Henrichsen, Department of Health and Human Services Pam Kunzman, Nebraska State Patrol Gerry Oligmueller, Administrative Services/Budget Jennifer Rasmussen, State Court Administrator's Office Javne Scofield, OCIO-Network Services Bob Shanahan, Department of Correctional Services Len Sloup, Department of Revenue Bill Wehling, Department of Roads

MEMBERS ABSENT: Mike Calvert, Legislative Fiscal Office; Mike Overton, Crime Commission; Rex Gittens, Department of Natural Resources; Lauren Kintner, Policy Research Office; Kelly Lammers, Department of Banking; Pat Flanagan, Private Sector; Terry Slone, Department of Labor; and Rod Wagner, Library Commission

The Chair, Brenda Decker, called the meeting to order at 1:30 p.m. There were 15 voting members present at the time of roll call. A quorum existed to conduct official business. The meeting notice was posted to the NITC website and the Nebraska Public Meeting Calendar on April 30, 2014. The agenda was posted to the NITC website on May 19, 2014. A copy of the Nebraska Open Meetings Act was available on the meeting room podium.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF FEBRUARY 13, 2014 MINUTES*

Mr. Henrichsen moved to approve the February 13, 2014 minutes as present. Mr. Harvey seconded. Roll call vote: Burling-Yes, Oligmueller-Yes, Bornemeier-Yes, Decker-Yes, Byelick-Yes, Harvey-Yes, Cecrle-Yes, Dey-Yes, Henrichsen-Yes, Gaswick-Yes, Kunzman-Yes, Scofield-Yes, Shanahan-Yes, Rasmussen-Yes, and Wehling-Yes. Results: Yes-15, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES - RECOMMENDATIONS TO THE NITC*

NITC 1-201: Agency Information Technology Plan - Attachment A (Amendment)

The dates have been changed to reflect the upcoming fiscal year dates through the document. The Section 3 Survey was also modified.

NITC 1-202: Project Review Process - Attachment B (Amendment)

The dates have been changed to reflect the upcoming fiscal year dates through the document. Section titles remained the same but section numbers were omitted.

Mr. Shanahan moved to recommend approval of NITC 1-201 Agency IT Plan - Attachment A and NITC 1-202 Project Review Process - Attachment B. Mr. Dey seconded. Roll call vote: Wehling-Yes, Rasmussen-Yes, Shanahan-Yes, Scofield-Yes, Kunzman-Yes, Gaswick-Yes, Henrichsen-Yes, Dey-Yes, Cecrle-Yes, Harvey-Yes, Byelick-Yes, Decker-Yes, Bornemeier-Yes, Oligmueller-Yes, and Burling-Yes. Results: Yes-15, No-0, Abstained-0. Motion carried.

CREATE AN AD HOC WORKGROUP TO STUDY THE "OPEN DATA" CONCEPTS CONTAINED IN LB 919*

LB 919 (2014)

Members discussed the bill and the **Sunlight Foundation publication** regarding "open data." Without objection, the Council agreed to establish a workgroup to discuss this issue and make recommendations to the Council. If members are interested in participating, they are to contact Mr. Becker.

Mr. Sloup arrived to the meeting.

NASCIO 2014 STATE IT RECOGNITION AWARDS APPLICATIONS DUE JUNE 2 (external link)

Nominations for the NASCIO Recognition Awards are due on June 2. Members were asked to send their project nominations to Mr. Becker.

AGENCY REPORTS AND OTHER BUSINESS

Microsoft Office 365. Mr. Becker noted that the Office of the CIO has received requests from agencies to acquire Office 365 licenses for the purpose of using the recently released Microsoft Office apps for the iPad. The apps can be downloaded for free, but they are in view-only mode. To sign on to the fully functioning apps, you have to have a user-based Office 365 account license. These licenses are not covered under the state's enterprise enrollment. Issues for agencies to consider: make sure to purchase the correct license (the home use license, which is the default in-app purchase, is not intended for government employees); keep track of licenses; be prepared for future audit issues; these are subscription accounts with ongoing costs; and these accounts have certain other features, such as cloud storage, which may create issues needing to be addressed by the agency.

The Office of the CIO is finishing with the IBM audit. The Adobe audit will be next.

Administrative Services, Gerry Oligmueller. The state's contract database will go live July 1.

ADJOURN

The next meeting of the State Government Council will be held on July 10, 2014, 1:30 p.m. in the Executive Building-Lower Level, 521 South 14th Street, Lincoln, Nebraska.

Mr. Oligmueller moved to adjourn. Mr. Harvey seconded. All were in favor. Motion carried.

The meeting was adjourned at 2:25 p.m.

State of Nebraska Nebraska Information Technology Commission Standards and Guidelines

AMENDMENTS TO NITC 7-104

NITC 7-104 (Web Domain Name Standard) is amended as follows:

1. Section 1 is amended to read:

1. Standard

1.1

The official Nebraska government domain is nebraska.govstate government domain names are nebraska.gov and ne.gov. The State CIO may also allow other domain names using the .gov top level domain.

1.2

All web domain name registrations, purchases, and renewals must be made by the Office of the CIO. Top level domain names other than .gov may be registered but cannot serve content or be publicly promoted. The domain state.ne.us is a supported legacy domain which may serve content but which should not be publicly promoted.

All public facing domains shall be registered as at least a third-level domain within the nebraska.gov domain. The third level domain name shall uniquely identify the state agency or service. In addition to nebraska.gov, the domain ne.gov may be registered as an alternate domain to the corresponding nebraska.gov domain name.

1.3

All registered nebraska.gov and ne.gov.gov domains shall-must adhere to all federal .gov domain registration requirements and policies and guidelines.

1 4

Domains other than nebraska.gov and ne.gov may be purchased but cannot serve content or be publicly promoted. The domain state.ne.us is a supported legacy domain which can serve content but which should not be publicly promoted.

1.5

Nonconforming domains in existence when this standard is adopted will be exempt from the these requirements in Section 1.4 until December 31, 2014.

2. Effective January 1, 2015, Section 1.4 is repealed.



Office of the CIO

Network Support Procedures

Subject: Configuration Change Control **NIST ID:** CM-3 **TEST ID:** FW-18

Description:

Configuration management procedures are in place.

Procedure:

Change requests are made via the state's OCIO helpdesk and recorded in the helpdesks ticket management system. Steps are as indicated:

- 1. A request is made using the Network Change Request Form found on the OCIO Help Desk website: https://ciohelpdesk.nebraska.gov/user. Requester is verified against the list of approved requestors.
- 2. Ticket is created and assigned to the appropriate Network Support team member for initial review.
- 3. Assignee calls back to verify data and requests any addition information. Gather as much information for the Network Change Request Review panel discussion as possible.
- 4. The Network Change Request Review panel meets to discuss requests with State Information Security Officer (SISO). All panel members and SISO have a chance to voice concerns.
- 5. Relevant Network Support team members begin design and implementation of request.
- 6. The assignee will then: verify configuration, document and then close ticket. Documentation will include but is not limited to resolution in ticket and listing subnets in IPAM, updating Wiki, Solarwinds and other relevant systems.

Plan for Remediation:

N/A

Nebraska Information Technology Commission 2015-2017 Biennial Budget Review Timeline

	Task	Due Date
1	IT Project Proposals due	9/15/2014
2	Projects posted on NITC website	9/17/2014
3	Project reviewers assigned and notice sent to Technical Panel	9/18/2014
4	Project proposals and scoring sheets sent to reviewers	9/19/2014
5	Completed scoring sheets due from reviewers	10/1/2014
6	Summary Sheets, with reviewer scores and comments, sent to submitting agencies for comment/response	10/6/2014
7	State Government Council meeting	10/9/2014
8	Technical Panel meeting	10/14/2014
9	Education Council meeting	10/15/2014
10	eHealth Council meeting	TBD
11	Agency comment/response due (optional)	10/17/2014
12	NITC meeting	TBD
13	Report submitted to Governor and Legislature	11/15/2014