M E E T I N G A G E N D A

Technical Panel
of the
Nebraska Information Technology Commission

Tuesday, September 12, 2006
9:00 a.m. - 10:30 a.m.
Varner Hall - Board Room
3835 Holdrege St., Lincoln, Nebraska

AGENDA

Meeting Documents: Click the links in the agenda
or click here for all documents (xx Pages, xxx KB).

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

2. Public Comment

3. Approval of Minutes - August 8, 2006*

4. Standards and Guidelines

   - Set for 30-Day Comment Period*
     - Remote Access Standard
   - Discussion
     - Data Security Policy
   - Repeal*
     - Workstation Guidelines and Workstation Guidelines for K-12 Education
   - Review
     - Technology Access Clause

5. FY2007-2009 Biennial Budget Review Process

   - Timeline
   - Approve List of Reviewers*
   - Portfolio Management Tools
     - Reviewer Scoring Criteria (link to be added, or document available at the meeting)
     - Chart Elements (X Axis, Y Axis, Bubble Size, and Bubble Color)

6. Regular Informational Items and Work Group Updates (as needed)

   - Accessibility of Information Technology Work Group
   - Security Architecture Work Group

7. Other Business

8. Next Meeting Date: Tuesday, October 10, 2006

9. Adjourn

* Denotes Action Item

(The Technical Panel 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.)

NITC and Technical Panel Websites: http://www.nitc.state.ne.us/
Meeting notice posted to the NITC Website: 10 AUG 2006
Meeting notice posted to the Nebraska Public Meeting Calendar: 10 AUG 2006
Agenda posted to the NITC Website: 8 SEP 2006

T E C H N I C A L P A N E L M I N U T E S

TECHNICAL PANEL
Nebraska Information Technology Commission
Tuesday, August 8, 2006, 9:00 a.m. - 10:00 a.m.
Varner Hall - Board Room 3835 Holdrege St.,
Lincoln, Nebraska
PROPOSED MINUTES

MEMBERS PRESENT

Bob Huber, Alt. for Mike Beach, Nebraska Educational Telecommunications Commission
Walter Weir, University of Nebraska
Brenda Decker, Chief Information Officer, State of Nebraska
Christy Horn, University of Nebraska, Compliance Officer

ROLL CALL AND MEETING NOTICE

Mr. Weir called the meeting to order at 9:05 a.m. A quorum was present to conduct official business. The meeting notice and meeting agenda were posted to the NITC website and the Nebraska Public Meeting Calendar website on August 3, 2006.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF JULY MINUTES

Ms. Decker moved to approve the July 11, 2006 minutes as presented. Ms. Horn seconded. Roll call vote: Huber- Yes, Decker- Yes, Horn-Yes, and Weir-Yes. Results: Yes-4, No-0. Motion carried.

TECHNICAL PANEL CHARTER - REVISED MEMBERSHIP

This agenda item was moved up in the agenda.

LB921 changed the statutory membership of the Technical Panel. The DAS representative was replaced by a representative from the state Office of the CIO. There are still three statutory members: UNCSN; NET, and state CIO. Currently there are also four members created by the charter: Assistive technology representative; K-12 education representative; NITC Executive Director; and state CIO.

Staff recommends revising the charter to eliminate the duplicate CIO postition and eliminating the NITC Executive Director position, which has been vacant for a number of years. There would be five members under the revised charter.

Mr. Weir asked members to give thought to other possible membership changes.

Ms. Horn moved to approve the revised membership changes to the Technical Panel charter. Mr. Huber seconded. Roll call vote: Weir-Yes, Horn-Yes, Decker- Yes, and Huber-Yes. Results: Yes-4, No-0. Motion carried.

STANDARDS AND GUIDELINES-MINIMUM WORKSTATION CONFIGURATION GUIDELINES

Discussion focused on whether these documents are necessary or benefitial. Topic was tabled until next meeting.

PORTFOLIO MANAGEMENT DISCUSSION FROM THE NITC MEETING
Kimberly Harper is responsible for portfolio management for the University of Nebraska. Her team has done some preliminary work to allow using their software -- ProSight -- for reviewing technology projects as part of the biennial budget process. IT proposals are due September 15th. Mr. Becker will work with Ms. Harper to determine how to utilized this tool for project reviews. Skip Philson of the Office of the CIO will also be involved in this project. There will be a follow-up discussion at our next meeting.

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)
Accessibility of Information Technology Work Group, Christy Horn. Jeremy Sydick is working on a white paper on accessbility for Paradigm and hopes to have a draft ready for the work group's review. The technology access clause is due for a review. Ms. Horn will have a report at the next meeting.
Security Work Group, Steve Hartman. Mantech has begun the security scan for state agencies. The scan will be more extensive and will include wireless devices, IP addresses and applications scans. It is anticipated to be completed by November. Josh Melk, security officer for the Unversity of Nebraska, has put together a security team. The team will be utilizing Mantu. Mr. Weir will share the report results due at the end of the month with the Technical Panel.

OTHER BUSINESS
There was no other business.

NEXT MEETING DATE & ADJOURNMENT
The next meeting of the NITC Technical Panel will be held on Tuesday, September 12, 2006, 9:00 a.m. in Varner Hall, 3835 Holdrege Street in Lincoln, Nebraska. With no further business, Mr. Weir adjourned the meeting at 10:00 a.m.

Minutes taken by Lori Lopez Urdiales and reviewed by Rick Becker

DRAFT

Nebraska Information Technology Commission

STANDARDS AND GUIDELINES

Remote Access Standard

Category	**Security Architecture**
Title	**Remote Access Standard**
Number	

Applicability

☑ State Government Agencies
- ☐ **All**.....Not Applicable
- ☑ **Excluding higher education institutions**.....Standard

☐ State Funded Entities - All entities receiving state funding for matters covered by this document .....Not Applicable

☑ Other: **All Public Entities**.....Guideline

Definitions:
Standard - Adherence is required. Certain exceptions and conditions may appear in this document, all other deviations from the standard require prior approval of _____.
Guideline - Adherence is voluntary.

Status	☐ **Adopted** ☑ **Draft** ☐ **Other:**
Dates	**Date: Draft September 7, 2006** **Date Adopted by NITC:** **Other: Previous Guideline adopted by the NITC on September 30, 2003.**

Prepared by: Technical Panel of the Nebraska Information Technology Commission
Authority: Neb. Rev. Stat. § 86-516(6)
http://www.nitc.state.ne.us/standards/

DRAFT

1.0 Standard

It is the responsibility of all State of Nebraska agencies to strictly control remote access and ensure that employees, contractors, vendors and any other agent granted remote access privilege to any State of Nebraska network utilize one of the following approved secure remote access products (See Appendix A, Approved Remote Access products).

2.0 Purpose and Objectives

As employees and organizations utilize remote connectivity to the State of Nebraska networks, security becomes increasingly important. Accompanying and contributing to this trend is the explosive growth in the popularity of broadband connections and other technologies for remote access. These standards are designed to minimize the potential exposure from damages which may result from unauthorized use of resources; which include loss of sensitive or confidential data, intellectual property, damage to public image or damage to critical internal systems, etc. The purpose of this document is to define standards for connecting to any State of Nebraska agency from any host.

Objectives include:

- Provide guidance to State of Nebraska agencies for employees, contractors, vendors and any other agent that requests remote access to any State of Nebraska network.
- Provide a high level of security that uses standardized technology and remains adaptable in the face of changing technology products.
- Ensure a solution that is scalable to meet the current and future needs of state agencies, their employees, clients and customers, and business partners.
- Meet federal security requirements for remote access control.

3.0 Applicability

3.1 State Government Agencies

All State agencies, boards, and commissions are required to comply with the standard listed in Section 1.0. All existing Agencies utilizing non-standard remote access applications must convert to the standard listed in Section 1.0 as soon as fiscally prudent, unless the application is exempt.

3.2 Exemption

Exemptions may be granted by the NITC Technical Panel upon request by an agency.

3.2.1 Exemption Process

Any agency may request an exemption from this standard by submitting a “Request for Exemption” to the NITC Technical Panel. Requests should state the reason for the exemption. Reasons for an exemption include, but are not limited to: statutory exclusion; federal government requirements; or financial hardship. Requests may be submitted to the Office of the NITC via e-mail or letter. The NITC Technical Panel will consider, in consultation with representatives of the Nebraska GIS Steering Committee, the request and grant or deny the exemption. A denial of an exemption by the NITC Technical Panel may be appealed to the NITC.

4.0 Responsibility

4.1 NITC

The NITC shall be responsible for adopting minimum technical standards, guidelines, and architectures upon recommendation by the technical panel. (Neb. Rev. Stat. § 86-516(6))

4.2 State Agencies

Each state agency will be responsible for ensuring that remote access to State resources is developed, maintained, and/or implemented, including but not limited to providing guidance on selecting appropriate technologies, software, and tools in a manner consistent with this standard and other state agency security policies.

Each state agency will be responsible for ensuring that the computers connected to State resources contain an Anti-Virus program with current signatures and that the computer is free from Spyware, Adware, and rootkits that would place State resources in jeopardy.

4.2.1 Remote Access Users

- Remote access users are responsible for all actions incurred during their session in accordance with all State of Nebraska and agency standards and policies.
- All home networks connected to the Internet via a broadband connection should have a firewall device installed.
- Web browsers settings should be selected or disabled as appropriate to increase security and limit vulnerability to intrusion.
- Operating systems should contain the most current security patches.

5.0 Related Documents

5.1 NITC Security Officer Handbook (http://www.nitc.state.ne.us/standards/security/so_guide.doc)
5.2 NITC Network Security Policy (http://www.nitc.state.ne.us/standards/index.html)
5.3 NITC Incident Response and Reporting Procedures for State Government (http://www.nitc.state.ne.us/standards/index.html)
5.3 Appendix A

6.0 References

6.1 National Institute Standards and Technology (NIST) Special Publication, 800-46, “Security for Telecommuting and Broadband Communications”. (http://csrc.nist.gov/publications/nistpubs/index.html).

Appendix A
Approved Remote Access Products

Product	Version
Citrix	
VPN	
SSH	

ELECTRONIC DATA SECURITY

Overview

In the normal course of business operations information is gathered and stored in electronic form. This information is normally required to provide public services or to carry out other state business responsibilities. Information collected may be of a nature deemed confidential to the business process being carried out and as such not open to sharing with any other entity. This information is therefore "Protected". This standard addresses the electronic storage of "Protected" information.

Standard

- All protected information stored in electronic form will be protected against unauthorized access.

Responsibility

- It will be up to each agency to identify protected information that is subject to this standard.

Methods

Common methods of securing protected information include but are not limited to:

- Staff education
- Restricted data access and usage
- Administrative policies and procedures.
- Data encryption
- Network encryption
- Account authorization
- Strong passwords
- Biometric authentication
- Physical security
- Network Firewalls
- Server hardening

Definitions

PROTECTED INFORMATION

Information that identifies personal or confidential data that if disclosed may put a person or entity at risk of harm.

References

Title	**Minimum Workstation Configuration Guidelines**
Category	**Hardware Architecture**
Date Adopted	**(Resource Document Only - Approved by the Technical Panel on August 13, 2003)**
Date of Last Revision	**August 13, 2003**

A. Authority

Section 86-1506 (6). "(The Nebraska Information Technology Commission shall) adopt minimum technical standards, **guidelines**, and architectures upon recommendation by the technical panel created in Section 86-1511."

B. Purpose and Objectives

The purpose of this document is to recognize the responsibility of the NITC to establish recommended **minimum** configurations for personal computers. Minimum configurations are established in order to simplify technical support and enable a secure desktop environment. Minimum configuration guidelines established by the NITC will (must) change over time in response to requirements of newer applications or operating systems.

These guidelines provide a suggested set of minimum configurations that agencies can adopt or modify to meet their specific needs. These guidelines are not intended to endorse or support any single hardware or software vendor. These guidelines are subject to periodic review and revision.

As minimum configurations, these guidelines are recommendations to be considered in conjunction with other factors, including financial constraints, performance requirements of specific applications, and an agency's networking environment.

The primary objective of these guidelines include recommendations to:

A. Improve versatility and compatibility of desktop systems;
B. Insure that personal computer configurations procured with state funds can operate efficiently in today's high speed connected environment;
C. Provide a guide to agency on when to upgrade existing personal computers;
D. Reduce technical support problems; and,
E. Provide a secure desktop operating system.

As the State of Nebraska begins to develop Internet enabled applications, and e-Government and e-Business applications that are delivered over public and private Intranets and the Internet, it is imperative that agencies maintain desktop clients that can efficiently run these new applications. Agency desktop personal computers should be able to:

1. Execute network applications;
2. Support Internet technologies;
3. Extend the desktop communications to the state telecommunications backbone;

4. Support e-Business and e-Government applications; and,
5. Provide desktop security, encryption, and virus protection services when connected to the state telecommunications systems.

C. Standards and Guidelines

1. Agencies and institutions should manage desktop workstations as assets. This concept is similar to good management of other physical assets. It should include a planning process for determining, adopting, and periodically upgrading the minimum workstation configurations that meet the agency or institution's specific internal needs and any new external requirements. Requirements for new Business applications or mandated operating system upgrades should be the basis for capacity planning. Capacity planning should address options for implementation such as phasing in new purchases, moving older workstations to less demanding uses, or surplusing.

2. Existing Personal Computers:

   Agencies should develop a plan to upgrade or replace existing personal computers if they do not support the following minimum system requirements:

   Minimum Hardware Guidelines for Existing Personal Computers
   (1) CPU: 750 MHz or higher Intel or equivalent CPU
   (2) Memory: 256 MB RAM
   (3) Hard Disk: 6 GB hard disk with a minimum of 2 GB of free space
   (4) Operating System:
   (a) Windows 2000 Professional
   (5) LAN Connection: Ethernet - must support at least 100 Mb

3. Minimum New Personal Computer Purchasing Guidelines:

   When purchasing new personal computers, an agency should consider the following minimum guidelines.

   a. Standard Desktop Hardware
   (1) CPU: 2 GHz Intel or higher or equivalent CPU
   (2) Memory: 512 MB RAM or higher
   (3) Hard Disk: 20 GB or larger
   (4) Operating System: Windows XP Professional (requires 512 MB RAM)
   (5) LAN Connection: Ethernet - must support at least 100 Mb

   b. GIS Workstation Desktop Hardware
   (1) CPU: 2 GHz Intel or higher or equivalent CPU
   (2) Memory: 512 MB RAM
   (3) Hard Disk: 20 GB or larger (e.g., SCSI)
   (4) Operating System: Windows XP Professional (requires 512 MB RAM)
   (5) LAN Connection: Ethernet - must support at least 100 Mb

   c. Server Hardware:

(1) CPU: Zeon 2 GHz or higher
(2) Memory: 1 GB RAM minimum
(3) Hard Disk: 10 GB Fast Open or larger (e.g., SCSI) Raid 0 for Operating System, Raid 5 for Data
(4) Operating System:
  (a) Windows 2000 SP4
  (b) Windows 2003 Server
(5) LAN Connection: Ethernet - must support at least 100 Mb

4. Software Recommendations:
   (1) Office Productivity: MS Office XP Standard Edition (recommended)
   (2) Simple Terminal Emulation:
     (a) TELNET3270 or
     (b) TELNET5250
   (3) Advanced 3270/5250 Terminal Emulation with Host Addressable Printing
     (a) IBM Host Client Access Package
   (4) Internet Browser:
     (a) MS Explorer 5.0 or higher with 128-bit encryption, and XML compliance. or
     (b) Netscape 4.78 or higher with 128-bit encryption, and XML compliance.
   (5) Virus Protection:
     (a) Anti-Virus software (Norton Anti-Virus recommended)
     (b) Anti-Virus subscription service to protect against newest attacks

5. All agencies and local government agencies that utilize networking services of the Nebraska Department of Administrative Services' Information Management Services Division and/or the Division of Communications should migrate to Windows NT 4.0 or Windows 2000 Professional in order to support network security.

6. Any agency or local government agency that operates a direct connection to the public Internet shall implement security procedures that are consistent with NITC security policies, including firewall services.

7. All agencies that receive public Internet e-mail service shall implement security procedures that are consistent with NITC security policies, including the requirement of virus protection on the desktop or mail server.

8. There is far more to the cost of a personal computer than its initial purchase cost. In fact, the purchase cost of the PC usually represents only a small fraction of the total cost of using and supporting the PC over its lifetime. Consulting firms typically calculate PC ownership, depending on the environment, as costing anywhere from $8,000 to $12,000 per year. Costs arise from categories like user wasted time, software, peer support, training and technical support. Industry standards indicate that the ratio of one full-time technical support person is required for every 50 PCs.

D. Key Definitions

1. Agency shall mean any governmental entity, including state government, local government, or third party entities under contract to the agency.
2. Networking Services shall mean any system that transmits any combination of voice, video, and/or data between users.

E. Applicability

These guidelines are intended to be sufficiently generic to apply to a wide range of governmental and educational agencies in the State of Nebraska.

Agencies should follow these guidelines whenever they intend to support networking services on the desktop. The guidelines may not apply whenever the desktop does not share network services, when there is no connection to state or local networking services, or whenever an application requires a different hardware and software configuration to perform a specific function.

Title	**Minimum Workstation Configuration Guidelines for K-12 Public Education**
Category	**Hardware Architecture**
Date Adopted	**(Resource Document Only - Approved by the Technical Panel on August 13, 2003)**
Date of Last Revision	**August 13, 2003**

A. Authority

Section 86-1506 (6). "(The Nebraska Information Technology Commission shall) adopt minimum technical standards, **guidelines**, and architectures upon recommendation by the technical panel created in Section 86-1511."

B. Purpose and Objectives

The purpose of this document is to recognize the responsibility of the NITC to establish recommended **minimum** configurations for personal computers. Minimum configurations are established in order to simplify technical support and enable a secure desktop environment. Minimum configuration guidelines established by the NITC will (must) change over time in response to requirements of newer applications or operating systems.

These guidelines provide a suggested set of minimum configurations that schools and districts can adopt or modify to meet their specific needs. These guidelines are not intended to endorse or support any single hardware or software vendor. These guidelines are subject to periodic review and revision.

As minimum configurations, these guidelines are recommendations to be considered in conjunction with other factors, including financial constraints, performance requirements of specific applications, and the networking environment of a school or district.

The primary objective of these guidelines include recommendations to:

A. Improve versatility and compatibility of desktop systems;
B. Insure that personal computer configurations procured with state funds can operate efficiently in today's high speed connected environment;
C. Provide a guide to schools and districts on when to upgrade existing personal computers;
D. Reduce technical support problems; and,
E. Provide a secure desktop operating system.

As the State of Nebraska begins to develop Internet enabled applications, and e-Government and e-Business applications that are delivered over public and private Intranets and the Internet, it is imperative that schools and districts maintain desktop clients that can efficiently run these new applications. Computers should be able to:

1. Execute network applications that adhere to open standards;
2. Support Internet technologies that adhere to open standards;
3. Extend the desktop communications to the state telecommunications backbone;

4. Support those e-Business and e-Government applications that are appropriate for K-12 environment; and,
5. Provide desktop security, encryption, and virus protection services when connected to the state telecommunications systems.

C. Standards and Guidelines

1. K-12 institutions should endeavor to manage computers as assets. This concept is similar to good management of other physical assets. Technology Plans submitted to the State Department of Education include a planning process for determining, adopting, and periodically upgrading the workstation configurations that meet the school's or district's specific internal needs and any new external requirements. Technology Plans will address options for implementation such as phasing in new purchases, moving older computers to less demanding uses, or surplusing.

2. Existing Personal Computers:

   Schools and Districts should be advised to develop a plan to upgrade or replace existing personal computers if they do not support the following minimum system requirements:

   Minimum Hardware Guidelines for Existing Personal Computers
   (1) CPU: 233 MHz (Intel or equivalent CPU, PowerPC, SPARC)
   (2) Memory: 64 MB RAM
   (3) Hard Disk: 2 GB hard disk with a minimum of 650MB of free space
   (4) Operating System:
   (a) Windows 98
   (b) Macintosh OS 9
   (5) LAN Connection:
   (a) Ethernet 10Mb

3. Minimum New Personal Computer Purchasing Guidelines:

   When purchasing new personal computers, schools or districts should consider the following minimum guidelines.

   a. Standard Desktop Hardware
   (1) CPU: 2GHz Intel or equivalent CPU, 800Mhz G4, 550Mhz SPARC, or higher
   (2) Memory: 256 MB RAM
   (3) Disk: 40 GB
   (4) LAN Connection:
   (a) Ethernet: 10/100 Mb
   (5) Operating System:
   (a) Windows 2000 professional or Windows XP
   (b) Mac OS X with Classic environment
   (c) Solaris 8 or 9
   (d) Linux

b. Server Hardware:
   (1) CPU: 2GHz Intel, (or equivalent), 1 GHz G4, or 1GHz UltraSPARC III
   (2) Memory: 512 MB RAM minimum
   (3) Disk: 80GB
   (4) LAN Connection:
      (a) 100/1000Mb
   (5) Operating System:
      (a) Windows 2000 Server or Windows Server 2003
      (b) OS X Server
      (c) Solaris 8 or 9
      (d) Linux

4. Software Recommendations:
   (1) Office Productivity: Current MS Office, AppleWorks 6.2 or Star Office
   (2) Simple Terminal Emulation:
      (a) TELNET3270 or
      (b) TELNET5250
   (3) Advanced 3270/5250 Terminal Emulation with Host Addressable Printing
      (a) IBM Host Client Access Package
   (4) Internet Browser:
      (a) MS Explorer 6 with 128-bit encryption, and XML compliance-or
      (b) Netscape 7.1 with 128-bit encryption, and XML compliance. or
      (c) Safari 1.0 with 128-bit encryption, and XML compliance
   (5) Virus Protection:
      (a) Anti-Virus software
      (b) Anti-Virus subscription service to protect against newest attacks

5. Any school or district that operates a direct connection to the public Internet shall implement security procedures that are consistent with NITC security policies, including firewall services.

6. All schools or districts that receive public Internet e-mail service shall implement security procedures that are consistent with NITC security policies, including the requirement of virus protection on the desktop or mail server.

7. There is far more to the cost of a personal computer than its initial purchase cost. In fact, the purchase cost of the PC usually represents only a small fraction of the total cost of using and supporting the PC over its lifetime. Consulting firms typically calculate PC ownership, depending on the environment, as costing anywhere from $8,000 to $12,000 per year. Costs arise from categories like user wasted time, software, peer support, training and technical support. Industry standards indicate that the ratio of one full-time technical support person is required for every 50 PCs.

D. Key Definitions

1. Schools and Districts shall mean any public education institution providing instruction to students from Kindergarten to Grade 12 and Educational Service Units.

E. Applicability

This document is intended to provide schools and districts with a set of working guidelines that can be referenced when updating technology plans filed with the State of Nebraska, Department of Education.

Schools and Districts should follow these guidelines whenever they intend to support networking services on the desktop. The guidelines may not apply whenever the desktop does not share network services, when there is no connection to state or local networking services, or whenever an application requires a different hardware and software configuration to perform a specific function.

Technology Access Clause
State of Nebraska

Nebraska Technology Access Standards

Neb. Rev. Stat. Section 73-205 requires the Commission for the Blind and Visually Impaired, Nebraska Information Technology Commission, and the Chief Information Officer, in consultation with other state agencies and after at least one public hearing, to develop a technology access clause to be included in all contracts entered into by state agencies on and after January 1, 2001. The following technology access standards are in response to this legislation.

The intent and purpose of these standards is to ensure that the needs of Nebraskans with disabilities are met through reasonable accommodation of the information technology products and services of the state. Future information technology products, systems, and services including data, voice, and video technologies, as well as information dissemination methods, will comply with the following standards to the greatest degree possible.

1. Effective, interactive control and use of the technology including, but not limited to, the operating system, applications programs, and format of the data presented must be readily achievable by individuals with disabilities.

   The intent is to make sure that all newly procured information technology equipment; software and services can be upgraded, replaced or augmented to accommodate individuals with disabilities.

2. Information technology made accessible for individuals with disabilities must be compatible with technology used by other individuals with whom the individual with a disability must interact.
3. Information technology made accessible for individuals with disabilities must be able to be integrated into networks used to share communications among employees, program participants, and the public.
4. Information technology made accessible for individuals with disabilities must have the capability of providing equivalent access to telecommunications or other interconnected network services used by the general population.
5. These provisions do not prohibit the purchase or use of an information technology product that does not meet these standards provided that:
   a. there is no available means by which the product can be made accessible and there is no alternate product that is or can be made accessible; or
   b. the information manipulated or presented by the product is inherently unalterable in nature (i.e., its meaning cannot be preserved if it is conveyed in an alternative manner).
   c. the information technology products or services are used in conjunction with an existing information technology system, and

modifying the existing system to become accessible would create an undue burden.

d. the agency is able to modify or replace the information technology product with one that will accommodate the needs of individuals with disabilities.

When development, procurement, maintenance, or use of electronic and information technology does not meet these standards, individuals with disabilities will be provided with the information and data involved by an alternative means of access.

[Endorsed by the Technical Panel of the NITC on December 12, 2000.]

Nebraska Information Technology Commission

FY2007-2009 Biennial Budget Review Timeline (Tentative)

		Date
1	Agency Information Technology Plans due	8/16/2006
2	Project Proposal Forms due	9/15/2006
3	Completed scoring sheets due from reviewers	10/2/2006
4	Distribute summary sheets to submitting agencies for comment/response	10/3/2006
5	Agency response due (optional)	10/6/2006
6	Distribute summary sheets to TP; SGC; and EC members	10/9/2006
7	**Technical Panel** meeting	10/10/2006
8	**State Government Council** meeting	10/12/2006
9	**Education Council** meeting	10/2006
10	**Joint Committee** meeting	10/23/2006 - 10/27/2006
11	**NITC** meeting	11/2006
12	Report to Governor and Legislature	11/15/2006

Technical Panel
of the
Nebraska Information Technology Commission

Project Reviewers for FY2007-2009 Biennial Budget

1. All members and alternates of the State Government Council, Education Council, and Technical Panel.

2. The following additional reviewers:

Bowmaster, Ron	State Office of the CIO
Byers, Anne	NITC
Carlson, Craig	Metro Community College
Mihulka, Don	UNCSN
Rolfes, Tom	NITC
Ruhrdanz, Michael	UNL
Stevenson, Brian	Nebraska.gov
Wooters, Jeff	ESU 6
Zemke, Jim	UNCSN
Zink, Larry	State Office of the CIO

3. Other technical experts, as required, with notification via e-mail to Technical Panel members and alternates.

Approved by the Technical Panel on September xx, 2006.