

TECHNICAL PANEL
Tuesday, July 8, 2014, 9:00 a.m.
Varner Hall - Board Room
3835 Holdrege Street
Lincoln, Nebraska
MINUTES

MEMBERS PRESENT:

Walter Weir, CIO, University of Nebraska, Chair
Brenda Decker, CIO, State of Nebraska
Christy Horn, University of Nebraska
Kirk Langer, Lincoln Public Schools
Michael Winkle, NET

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. A quorum existed to conduct official business. Meeting notice was posted to the [NITC website](#) and [Nebraska Public Meeting Calendar](#) on June 3, 2014. The agenda was posted to the NITC website on July 3, 2014. [Nebraska Open Meetings Act](#) was posted on the south wall of the room.

PUBLIC COMMENT

There was no public comment.

Ms. Horn left the meeting.

APPROVAL OF MAY 13, 2014 MINUTES*

Ms. Decker arrived to the meeting.

Mr. Langer moved to approve the [May 13, 2014](#) meeting minutes as presented. Mr. Winkle seconded. Roll call vote: Decker-Yes, Langer-Yes, Weir-Yes, and Winkle-Abstained. Results: Yes-3, No-0, Abstained-1. Motion carried.

ENTERPRISE PROJECTS

[Project Status Dashboard](#), Andy Weekly

Most projects are progressing without difficulties. There were a few that had "red" risk indicators:

- LINK-Procurement. The project is in a holding pattern with new administrators and may be in a longer hold pattern with a new Governor. Ms. Decker will contact the Administrative Services Director to get an official decision on the project.
- NeSA (Nebraska State Accountability). A new contract has been signed with NDE and Data Recognition Corporation. One of the contract changes was to have a full-time technical resource in-state.
- Nebraska Regional Interoperability Network (NRIN). The upcoming target dates might be missed. The Project is waiting for quotes from two contractors. Depending upon availability, the two contractors may work simultaneously on multiple sites.
- District Dashboard. The project is 3 months behind but project is sure that it will meet their target dates.

STANDARDS AND GUIDELINES - POST FOR 30-DAY COMMENT PERIOD

NITC 7-104: Web Domain Name Standard (Amendment)*

Purpose: The purpose of this standard is to provide for consistent domain names for state government websites.

The following sections now read as follows:

1.1

The official Nebraska state 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.

1.3

All registered domains must adhere to all federal .gov domain policies and guidelines.

1.4 Section has been omitted.

Mr. Winkle moved to post NITC 7-104: Web Domain Name Standard (Amendment)* for the 30-day comment period. Mr. Langer seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes and Decker-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

Ms. Horn returned to the meeting.

STANDARDS AND GUIDELINES - RECOMMENDATIONS TO THE NITC

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

Mr. Becker stated that these are bi-annual updates and the dates and years have been updated to reflect the 2015-2017 biennium. The GIS questionnaire section was also updated. After discussion, it was recommended to include a separate table for servers, including virtual servers and physical servers, in Section 1.3.2.

Ms. Decker moved to recommend approval of NITC 1-201: Agency Information Technology Plan - Attachment A (Amendment) with the changes recommended by the Technical Panel. Mr. Winkle seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

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

The dates have been changed to reflect the 2015-2017 biennium and section numbers have been omitted. There were no recommended changes from the panel.

Ms. Decker moved to recommend approval of NITC 1-202: Project Review Process - Attachment B (Amendment). Mr. Winkle seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

NITC 3-203: Elevation Acquisition using LiDAR Standards (New)*

• [Comments](#)

NITC 3-205: Street Centerline Standards (New)*

NITC 3-206: Address Standards (New)*

Nathan Watermeier shared the following questions from the GIS Council:

“GIS Council questions to the Technical Panel

There are policy topics in the standards for address, street centerline, elevation, imagery, and places in metadata standards that have recently been put forward for clarification. The GIS Council would like some assistance from the technical panel on best direction for some of these items. The example given is from the address standards but is applicable to all the other standards as well to provide consistency.

On the April 16, at the GIS Council meeting, the elevation, address and street centerline standards were approved with modifications. The motion was, *“Move to approve the Standard with the change to move the sections on stewardship, maintenance and distribution to an external document referenced in the document. The placement of this reference is to be determined by the Council Chair and GIS Coordinator.”*

The questions are:

1. How is the best way to represent these sections from a standards and policy view point?
 - a. Does maintenance need to be included in the standards? In addition, role of data stewards and reporting of errors and handling updates.
 - b. Does distribution need to be included in the standards? In other words, how much or should a description be provided on how data should be distributed?
2. Is it proper to reference other documents if they have not been completed or written?
3. Ownership and responsibilities – Is it needed, if so how much?”

After discussion, the Technical Panel’s responses to the GIS questions were as follows:

1. How is the best way to represent these sections from a standards and policy view point?
 - a. Does maintenance need to be included in the standards? In addition, role of data stewards and reporting of errors and handling updates.
Technical Panel Response: Yes, it is recommended to include a section for maintenance.
 - b. Does distribution need to be included in the standards? In other words, how much or should a description be provided on how data should be distributed?
Technical Panel Response: No
2. Is it proper to reference other documents if they have not been completed or written?
Technical Panel Response: No
3. Ownership and responsibilities – Is it needed, if so how much?
Technical Panel Response: No, for “ownership”

Mr. Watermeier will take the panel’s responses back to the GIS Council. The work group will modify the standard per the panel’s recommendation for the GIS Council’s approval.

Mr. Winkle moved to table NITC 3-203: Elevation Acquisition using LiDAR Standards, NITC 3-205: Street Centerline Standards and NITC 3-206: Address Standards until the GIS Council has had an opportunity to consider possible changes to these documents. Ms. Horn seconded.

Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES - REQUESTS FOR WAIVER

Collaborative Aggregation Partnership - Request for Waiver from the requirements of NITC 7-104*
Tom Rolfes, Education I.T. Manager, Office of the CIO

John Stritt and Deb Schroeder, co-chairs of the Network Nebraska Education Advisory Group, submitted a letter in support of the request for waiver.

Mr. Winkle moved to approve CAP's request for waiver from the requirements of NITC 7-104. Ms. Horn seconded. Roll call vote: Langer-Yes, Weir-Yes, Winkle-Yes, Decker-Abstained, and Horn-Yes. Results: Yes-4, No-0, Abstained-1. Motion carried.

WORK GROUP UPDATES AND OTHER BUSINESS

There were no reports.

Mr. Becker will have the biennial budget project review timeline available the next meeting.

ADJOURNMENT AND NEXT MEETING

Mr. Weir requested that discussion on cloud computing and data centers be on the agenda for the next meeting.

Ms. Horn moved to adjourn. Ms. Decker seconded. All were in favor. Motion carried.

The meeting was adjourned at 10:22 a.m.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by Rick Becker of the Office of the CIO.