Technical Panel
of the
Nebraska Information Technology Commission
Tuesday, February 8, 2011, 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
Mike Winkle, NET

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. There were five 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 Nebraska Public Meeting Calendar on January 7, 2011. The agenda was posted to the NITC website on February 4, 2011. A copy of the Open Meetings Act was posted on the South wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF DECEMBER 14, 2010 MINUTES

Ms. Decker moved to approve the December 14, 2010 meeting minutes as presented. Mr. Langer seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

ENTERPRISE PROJECTS - Project Updates
Skip Philson, Project Manager, Office of the CIO

Access Nebraska. The OCIO received a late update. There has been progress in the "Schedule" which changed the status to "green".

NeSIS (Nebraska Student Information System). ADA compliance is still an issue. Ms. Horn reported that Oracle has been contacted and will be working with the Project Manager. The Project will continue to provide reports to the Technical Panel.

Network Nebraska LB 1208. Members discussed the overly negative nature of the report. Also, the scope of the project should not be "yellow."

Interoperability Project. NEMA is responsible for the grant monies. Mr. Philson will be visiting with Mr. Peterson and Mr. Wilhelm about the report and would like to have them come to the Technical Panel to report at the April meeting.

STANDARDS AND GUIDELINES RECOMMENDATION TO THE NITC
NITC 3-202: LAND RECORD INFORMATION AND MAPPING STANDARD (REVISED)
Larry Zink, GIS Coordinator, Office of the CIO

Purpose: These standards/guidelines are primarily focused on those public entities responsible for maintaining property parcel maps for their particular jurisdiction. The last line following each standard or

guideline refers to the type(s) of agency or entity to which that standard/guideline applies and whether it is a standard (adherence required) or guideline (adherence voluntary) for each type of entity.

No public comments were received. Mr. Zink reported that this is an update to the standard which was approved in 2006. The Department of Revenue's needs have been included. The format will be updated to the current format used on other the NITC standards and guidelines. The GIS Council has recommended approval.

Ms. Decker moved to recommend approval of NITC 3-202: Land Record Information and Mapping Standard. Ms. Horn seconded. Roll call vote: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES RECOMMENDATIONS TO THE NITC
NITC 5-101: ENTERPRISE CONTENT MANAGEMENT SYSTEM FOR STATE AGENCIES
Rick Becker, Legal Counsel, Office of the CIO

Purpose: The purpose of this standard is to provide State government agencies a single technical solution for:

- Capturing all types of content and storing content electronically;
- Converting and minimizing the number of paper documents the State maintains;
- Facilitate searching and retrieval of electronic documents;
- Retain and dispose of electronic documents based on established document retention policies;
- Improve efficiency and accuracy of exchanging information from State Agency to State Agency, State government - to-external business partners and external business partners to State government and through automated workflow;
- Unify document management in a single system to take advantage of economies of scale.

No public comments were received. Mr. Becker reported that the State Government Council recommended that this standard be tabled until the project is further along in implementation.

Ms. Horn moved to table the NITC 5-101: Enterprise Content Management System for State Agencies Standard until further review by the State Government Council. Mr. Winkle seconded. Roll call vote: Langer-Yes, Weir-Yes, Winkle-Yes, Decker-Abstain, and Horn-Yes. Results: Yes-4, No-0, Abstained-1. Motion carried.

STANDARDS AND GUIDELINES RECOMMENDATION TO THE NITC
NITC 5-204: LINKING A PERSONAL PORTABLE COMPUTING DEVICE TO THE STATE EMAIL SYSTEM FOR DATA CLASSIFIED AS "INTERNAL USE ONLY" OR "UNCLASSIFIED/PUBLIC"
Brad Weakly, State Information Security Officer, Office of the CIO

Purpose: This standard provides for the requirements to connect a personal Portable Computing Device ("PCD") to the State's email system. This standard does not apply to PCDs provided by the agency.

Mr. Weakly reported that the State Government Council reviewed the document at their last meeting. It was recommended to strike the words "help desk or email team" and insert "OCIO" in Section 2.2.7. Attachment A was revised by Mr. Weakly. Each agency director still has control over the use of mobile devices within their agency. The State Government Council has recommended approval.

Mr. Winkle moved to recommend approval of NITC 5-204: Linking a Personal Portable Computing Device to the State Email System for Data Classified as "Internal Use Only" or "Unclassified/Public" with the recommended changes. Ms. Horn seconded. Roll call vote: Weir-Yes, Winkle-Yes, Decker-Yes, Horn-Yes, and Langer-Yes. Results: Yes-5, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES - KRONOS STEERING COMMITTEE (NDCS/DHHS/OCIO) REQUEST FOR WAIVER FROM REQUIREMENTS CONTAINED IN NITC 8-301

Brad Weakly, State Information Security Officer, Office of the CIO

Kronos is used by multiple agencies and supported by the Office of the CIO. The Kronos system is not able to enforce certain provisions of the password standard. The agencies intend to follow the policy but it cannot be enforced by the system.

After discussion of the request, it was determined that the agencies are in compliance with the standard. The standard requires users to utilize passwords that meet certain criteria. There is no requirement in the standard that a system must be able to enforce the password criteria. It was decided that the waiver was not necessary and that it will be noted in the minutes that the agencies brought the issue to the Technical Panel.

Mr. Weakly will convey the Technical Panel's decision

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)

Accessibility of Information Technology Work Group - Christy Horn. Discussion occurred regarding captioning for live-streaming video.

Learning Management System Standards Work Group - Kirk Langer. The Work Group has not met. The Distance Education Council has been bringing groups together to discuss Nebraska's eLearning Vision, as well as a Learning Management System. Discussions still need to occur regarding the infrastructure, technical architecture, classroom content, rights management, derivative work, online assessment testing, etc. It was recommended that the Technical Panel's Learning Management Work Group be part of the discussions to bring technical architecture issues to the Distance Education Council.

Security Architecture Work Group - Brad Weakly. Mr. Weakly reported that the Office of the CIO has installed a FireEye appliance to combat the botnet threat.

OTHER BUSINESS

The NITC will be meeting on March 1 at 10:30 a.m. in the Varner Hall Board Room.

ADJOURNMENT

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

The meeting was adjourned at 10:15 p.m.

The meeting minutes were taken by Lori Lopez Urdiales and reviewed by Rick Becker of the Office of the CIO/NITC.