

Information Services Policy Committee
Thursday, March 9, 2017, 1:30 PM
Room 214, City County Building

Meeting Minutes

ISPC members in attendance: Todd Wiltgen, Rick Hoppe and Dennis Meyer. Information Services staff members in attendance: Steve Henderson, Jim Anderson and Jeff McReynolds.

Wiltgen called the meeting to order at approximately 1:32.

Wiltgen called attention to the Open Meeting Act information posted in the room.

There was no public comment.

Meyer moved approval of the February 9, 2017 minutes; Hoppe seconded. Minutes approved 3-0.

Henderson reported that the current Information Services fund balance was \$1,386,954.53. He characterized the number as customary and stated that he had no additional comments unless there were questions. There were no additional questions or comments. A copy of the fund balance graph is included later in these minutes.

Henderson reviewed some of the previous month's discussion about the Information Security Advisory Group. He mentioned that he had convened the group, and the all the invitees agreed to participate or identify delegates. He also discussed the fact that he had worked with the Advisory Group participants to draft a charter, as required within the Information Services Interlocal Agreement. Hoppe moved approval of the draft Information Security Advisory Group Charter; Meyer seconded. The charter was approved 3-0. Next Henderson discussed the draft language pertaining to a comment period for new policies, standards and guidelines. After some discussion and further explanation, Meyer moved to approve the comment period language; Hoppe seconded. The comment period language was approved 3-0. Finally, Henderson presented the draft language for an exemption process from policies, standards and guidelines. After discussion, Hoppe moved to approve the exemption process language; Meyer seconded. The exemption process language was approved 3-0. Henderson concluded his portion of the discussion with a review of the policies, standards and guidelines framework used in the online presentation of this material.

Anderson touched on the HR/Payroll issue briefly; Henderson added that he had arranged a demonstration for Brandon Kauffman of some of the Kronos materials that others in the city and county have already seen. Kauffman has also requested a demonstration from another company called Workday. Anderson described the ongoing work to create a small "proof of concept" regarding a new approach to CJIS development. He thought that by no later than late April, a demonstration of this work would be possible. Wiltgen mentioned the county's application for a Bureau of Justice Administration grant to help provide more extensive data analysis. Anderson

talked some about the ongoing work with the consulting individual about additional security policies, standards and guidelines. He concluded with some discussion about how the new General Assistance application is progressing. A copy of Anderson's status report is included later in these minutes.

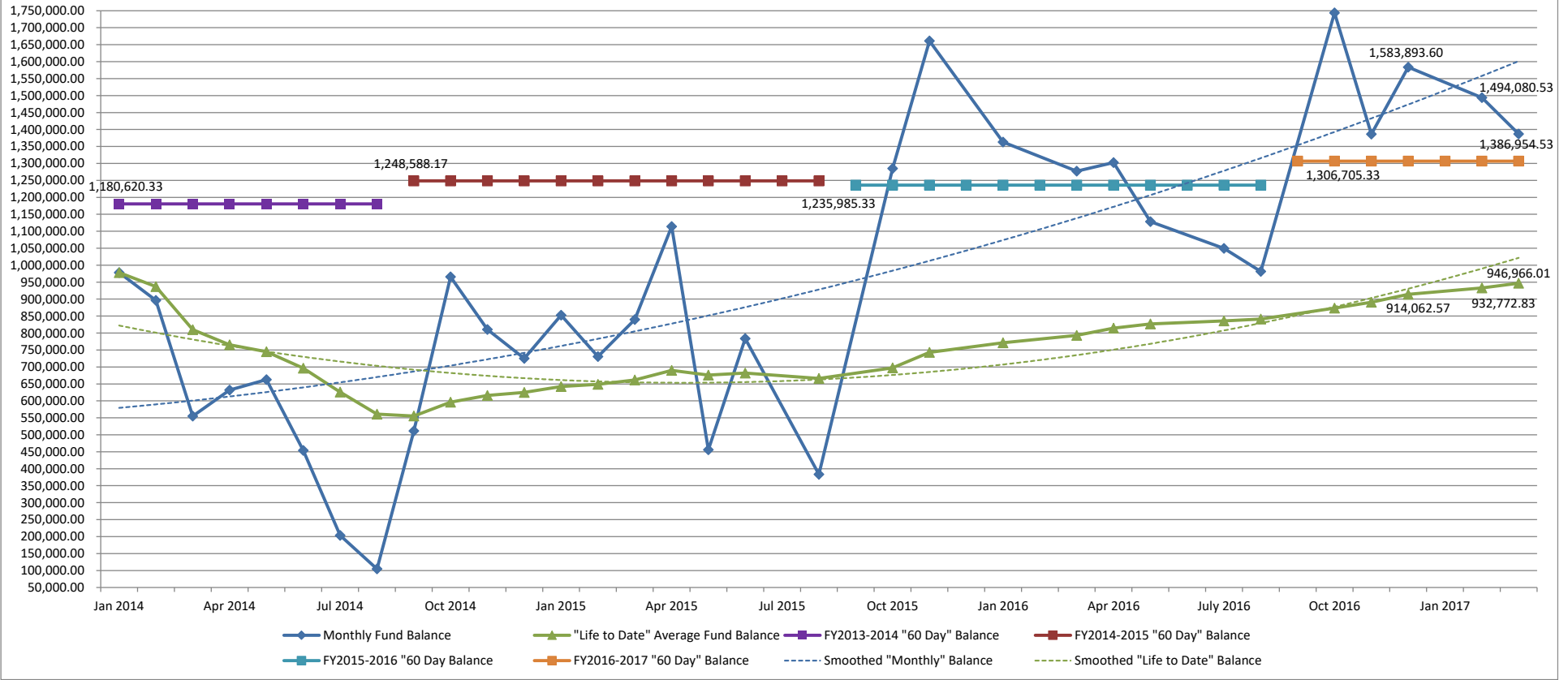
Hoppe excused himself for another commitment at about 2:00.

With Gifford not in attendance, Henderson briefly touched on the status of the data center move, including some details about the equipment moved into both the University's data center and the State's data center. There was some follow-up discussion about where Information Services people might move, although no specifics have been formally announced at this point. A copy of Gifford's status report is included later in these minutes.

McReynolds touched on the status of the new GIS infrastructure buildout. He talked about some of the recent training on the land records work. Further discussion touched on the fact that the land records project has been very difficult and challenging - finally, it appears to be coming to a resolution. McReynolds talked some about the Open Data efforts, including the new website for open data. Finally, he talked about his work with Human Resources to standardize GIS job classifications across both the city and county. A copy of McReynolds' status report is included later in these minutes.

With no further business to conduct, Wiltgen adjourned the meeting at approximately 2:23.

Information Services Fund Balance - January, 2014 to Present



INTER-OFFICE MEMO

TO: Information Services Policy Committee
FROM: Jim Anderson, Systems Coordinator, Information Services
DATE: March 9, 2017
SUBJECT: Monthly Report

SYSTEMS DEVELOPMENT PROJECTS

- 1. City/County Payroll/HR Upgrade –**
 - March** – Coordination of additional meeting with Kronos.
 - February** – Discussions on status of upgrade.
 - December** – Conference call with Dodge County, WI to discuss Workforce Central questions. Dodge County was able to provide details on many of the outstanding functionality questions from Lincoln/Lancaster County staff. They did not have direct experience with a couple of questions, but felt that Workforce Central would meet the requirements as the software has been able to meet all of their needs.
 - November** – Conference call with Champaign County, IL. City/County staff were able to gather more information on Kronos operations in a production environment. Champaign County is currently on an older version of the Kronos software, so Information Services is in the process of contacting a reference working in an environment similar to the one in which Lincoln/Lancaster County would be operating.
 - October** – Arranging conference calls with current Kronos local government accounts in order to discuss more-detailed implementation questions.
 - August** – Demonstrations of both Kronos Workforce Central and JDE EnterpriseOne were held in June. Additional reviews of the Workforce Central retro pay functionality are being conducted.
 - May** – Reviewing the retroactive pay capabilities available in both Kronos Workforce Central and JDE World and EnterpriseOne as this will be an important feature in both systems.
 - April** – Based on the demo of the Kronos Workforce Ready software, it was determined that the Workforce Central software provides the functionality required by the County and City, specifically retroactive pay functionality. A demo of Workforce Ready is scheduled for June 9th. In addition, a demo of JDE payroll/HR options will be held on that day.
- 2. Criminal Justice Information System (CJIS) –**
 - March** – Work on .NET CJIS prototype started. Data conversion complete and application design underway.
 - February** – IS will develop prototype CJIS applications using the .NET application development environment. These will be used to determine the feasibility of rewriting the CJIS system in the .NET environment, as well as projecting costs and timeframe.
 - December** – The ADMINS on-site visit provided more details on the Windows version of the ADMINS software. Additional meetings will be scheduled to discuss the information presented during the visit.
 - November** – An on-site visit by ADMINS scheduled for November 9-10. Demonstrations of the Windows version of ADMINS will be provided during this time.
 - October** – Discussions regarding the future direction of the CJIS system have started. Initial discussions have been focused on whether to continue to develop applications in the current development environment or re-write the system in another development environment.
- 3. vCISO (virtual Chief Information Security Officer) Services –**
 - March** – Due to weather and illness, no vCISO activity in February.
 - February** – Review of the policies by a wider audience. Discussions on moving the policies

through the approval process.

December – Security policy development will continue during the month of December.

November – Initial work has focused on development of the base security policies, including Information Security, Acceptable Use, and Email Use. These will serve as a foundation for future activities.

October – following a security assessment earlier in the year, Information Services has initiated an effort to establish a more formalized security program. This will be accomplished in part by utilizing virtual CISO services from Sirius Computer Solutions and consists of a six-month effort to implement a program based on ISO 27000 standards.

4. Development Projects –

General Assistance: A rewrite of the current mainframe application to the .NET environment.

March – Work started on three application requirements. Review and discussion with users scheduled for 3/9.

February – Preliminary discussions have taken place. Work is scheduled to begin in February.

INTER-OFFICE MEMO

TO: Information Services Policy Committee
FROM: Craig Gifford, Technical Support/Operations Coordinator, Information Services
DATE: March 9, 2017
SUBJECT: Monthly Report

ENTERPRISE SERVICES PROJECTS

Nebraska Hall Data Center

VMware Virtual Environment

4

Hosts

Currently Running 166 VMs (virtual servers)

Domain Controllers - 1 Physical 1 Virtual

- Capable of running standalone Active Directory Services

All Internet Service is routed through Firewalls at this location

CJIS System from 233 Building Data Center will move here in April

IBM i-Series - City Financial System will move here in April

State Data Center

VMware Virtual Environment

4 Hosts will be moved from 233 Building in May

Currently Running 38 VMs (virtual servers) on hosts at 233 Building

Domain Controllers - 1 Physical

- Capable of running standalone Active Directory Services

CJIS System from L.E.S. Data Center will move here in April

Direct Fiber Connection - NebrHall I/S Router to State I/S Router

Fiber Connection - NebrHall I/S Router to Hall of Justice I/S Router

Fiber Connection - NebrHall I/S Router to City/County Building I/S Router

Fiber Connection - State I/S Router to Hall of Justice I/S Router

MEMORANDUM

To: I.S.P.C. Chair
From: Jeff McReynolds, GIS Program Manager
Date: March 9, 2017
Subject: GIS Report to I.S.P.C

Ongoing GIS Efforts

- Enterprise System Architecture
 - 60% completed on buildout
 - Beginning work on data migration
 - Web Service\Web Application migration to follow
- Enterprise Land Records
 - Staff Training is completed
 - County Engineering, PW, Assessor have agreed to combine databases
 - Legal Lots
 - Property Ownership
 - Countywide (including within the City Limits)
 - Tentative April 1 migration
- Enterprise Open Data
 - <http://OpenData.Lincoln.NE.gov>
 - Open Data Governance Committee
 - Multiple sub committees (data prioritization, website, public outreach, etc..)
- GIS Job Descriptions (working towards the following)
 - GIS Technician (City & County)
 - GIS Technician II (County Only)
 - GIS Analyst (City & County)
 - GIS Developer (City & County)