

CYBERSECURITY GRANT PLANNING COMMITTEE

245 Fallbrook Blvd-Hearing Room 031A

Lincoln, Nebraska

February 9th, 2023, 1:00 PM CST

Webex:

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MINUTES

ROLL CALL; MEETING NOTICE; OPEN MEETINGS ACT INFORMATION

The Chair, Patrick Wright, called the meeting to order at 1 p.m. Meeting was posted on February 2, 2023. Roll call was taken. Eight members were present. A quorum existed to conduct official business.

APPROVAL OF MINUTES FOR DECEMBER AND JANUARY MEETINGS

Mr. Pospisil moved to approve the December 8, 2022 and the January 12, 2022 meeting minutes. Mr. Isaacson seconded. Roll call vote: Carlson-Yes, Haugerud-Yes, Isaacson-Yes, Martinez-Yes, Meredith-Yes, Nguyen-Yes, Pospisil-Yes, and Wright-Yes. Results: Yes-8, No-0, Abstained-0. Motion carried.

PUBLIC COMMENT

There was no public comment.

Laura McDougall and Sean Runge joined the meeting.

DISCUSSION OF STATEWIDE CYBERSECURITY PLAN

The statewide plan has been posted to the website. There were minor changes under the program goals and the numbering sequence for FY24 was not correct. Discussion or questions from the members. Mr. Wright asked CISA (Cybersecurity and Infrastructure Security Agency) to unofficially review it for feedback and recommendations. They were impressed with what is being proposed thus far. It was recommended wherever the word "State" is mentioned to change it to "state and local". If the plan is approved, the next step would be to decide submission dates.

Ms. Meredith moved to approve the Statewide Cybersecurity Plan as drafted.

Roll call vote: Carlson-Yes, Haugerud-Yes, Isaacson-Yes, Martinez-Yes, McDougall-Yes, Meredith-Yes, Nguyen-Yes, Pospisil-Yes, Runge-Yes, and Wright-Yes. Results: Yes-10, No-0, Abstained-0. Motion carried.

SUBRECIPIENT SUBMISSION AND SCORING PROCESS

The Office of the CIO is preparing a website for the grant. There will be a "Application for Funds" link for grant submissions. It will include Basic Information about the grant process and requirement. There will be a set of questions that will be asked and need to be answered in the affirmative to apply. This will help the application determine if they are eligible. A direct link to the NOFO (Notice of Funding Opportunity) will be added.

Discussion occurred regarding the “in-kind question. In-kind match can be confusing to people, especially with the opportunity to apply for multiple year grant funding. It was suggested to have samples on in-kind matches on the website, as well as on the “Application for Funds” tab.

The OCIO is getting the word out to inform different groups. The Clarity application will be used for grant application process. Clarity has the ability to score and rank projects. Each project will be assigned at least 3 reviewers per projects. Reviewers will score the projects in each area. Each area will have a point spread assigned.

Submission Form and Decision Matrix. Mr. Wright shared the proposed scoring and Decision Matrix with the committee members. The form will begin with requirements information then scoring breakdown per each grant required section. The following scoring criteria was proposed:

- Multi-jurisdiction: 5 points
- Project Goals: 15 points
 - Sub-score ranges of 0-9, 10-11 and 12-15 points.
- Project Alignment with Fiscal Objectives: 25 points
 - Sub-score ranges of 0-15, 16-19, 20-25 points
- Financial Analysis and Budget: 10 points
 - Sub-score ranges of 0-4, 5-8, and 9-10
 - Recommended to include what will constitute their in-kind contribution
- Project Risks and Challenges: 10 points
 - Sub-score ranges of 0-5, 6-7, 8-10 points
- Project Metrics and project milestones: 10 points
 - Sub-score ranges of 0-5, 6-7, 8-10 points
 - Recommended to also include a milestone matrix.
- Sustainability of Project: 10 points
 - Sub-score ranges of 0-5, 6-10

After discussion, the planning committee members made the following recommendations to the Submission Process:

- In the Basic Information Section of Application, include a check box that the applicant has read the in-kind match information prior to proceeding with their application.
- In the Project Metrics and Project Milestones section include Milestone Metrics

As reported earlier in the meeting, Clarity will score and ranked per score. Once the funding is exhausted, the line gets drawn. The other applicants will not get funded for the first funding cycle.

Mr. Martinez moved to approve the Submission Process with the following recommendations:

- **In the Basic Information Section of Application, include a check box that the applicant has read the in-kind match information prior to proceeding with their application.**
- **In the Project Metrics and Project Milestones section include Milestone Metrics**

Mr. seconded. Roll call vote: Carlson-Yes, Haugerud-Yes, Isaacson-Yes, Martinez-Yes, McDougall-Yes, Meredith-Yes, Nguyen-Yes, Pospisil-Yes, Runge-Yes, and Wright-Yes. Results: Yes-10, No-0, Abstained-0. Motion carried.

DISCUSSION OF SUBMISSION DATES FOR INDIVIDUAL PROJECT SUBMISSION

The plan must be submitted by September 2023. The following timeline was proposed:
March 1-April 30: Application open and deadline dates

May 1-8: Review and score
May 11th: Make selection of awardees

Mr. Martinez moved to approve the submission dates as discussed. Mr. Carlson seconded. Roll call vote: Carlson-Yes, Haugerud-Yes, Isaacson-Yes, Martinez-Yes, McDougall-Yes, Meredith-Yes, Nguyen-Yes, Pospisil-Yes, Runge-Yes, and Wright-Yes. Results: Yes-10, No-0, Abstained-0. Motion carried.

The Office of the CIO and NEMA will do a press release. The committee requested to be notified when the release is out.

OTHER BUSINESS

Mr. Carlson will be leaving the group and the National Guard to work in the private sector. He will remain with National Guard on a part-time basis. His last day is tomorrow. He would like to remain on the planning committee. The planning committee charter states that 1 member from the National Guard shall serve on the committee. The committee would like him to remain on the committee. Mr. Carlson will speak with the Colonel about remaining on the committee and will inform Mr. Wright of his decision.

ADJOURN

With no further business, the Chair adjourned the meeting.

The meeting was adjourned at 2:34 p.m.

The meeting minutes were taken by Lori Lopez Urdiales and reviewed by Patrick Wright, Office of the CIO.