

# CYBERSECURITY PLANNING COMMITTEE CHARTER

## 1. PURPOSE

The Nebraska Cybersecurity Planning Committee (the Committee) primary purpose is to aid and support in the advancement of cybersecurity capabilities across the state. The Committee will aid in the development and approval of the statewide cybersecurity plan. The Committee will be responsible for determining effective funding priorities and providing oversight to the expenditures of the grant funds. As well as any additional activities covered by the scope of the Committee's responsibilities either through NOFO's or law, otherwise not listed here.

## 2. DUTIES AND RESPONSIBILITIES

The Committee shall have the following duties and responsibilities:

- 2.1 Provide input to developing the Statewide Cybersecurity Plan
- 2.2 Approving the Cybersecurity Plan;
- 2.3 Assisting with the determination of effective funding priorities through the selection of individual projects;
- 2.4 Coordinating with eligible sub-recipient entities with the goal of maximizing coordination and reducing duplication of effort;
- 2.5 Ensuring investments support closing capability gaps or sustaining capabilities; and
- 2.6 Ensuring local government members, including representatives from counties, cities, and towns within the eligible entity provide consent on behalf of all local entities across the eligible entity for services, capabilities, or activities provided by the eligible entity through this program.

## 3. STRUCTURE AND OPERATIONS

### 3.1 Chair and Vice Chair

The Committee will choose one member to serve as the chairperson and another member to serve as vice-chair, carrying out the duties of the chair when the chair is not present.

### 3.2 Meetings

The Committee shall meet as the Committee, or its chairperson deems necessary or desirable. The Committee shall meet at such times and places as the Committee, or its chairperson determines. A meeting notice will be provided seven (7) days in advance of the meeting. The agenda, Meeting Minutes, and any Documents will be made available on the State and Local Cybersecurity Grant (SLCG) website ([slcg.Nebraska.gov](http://slcg.Nebraska.gov)).

Given the sensitive nature of the topics discussed within and surrounding cybersecurity, sensitive information will be redacted when published or provided to the public to the extent allowable to protect the integrity of information security and organizations' dealings with the

Committee. The Committee will also proceed into a closed session when topics regarding an organization's operational security are submitted as part of a proposal or other business before the Committee.

### 3.3 Voting

Voting on committee action items requires a quorum, and passage requires a simple majority vote of those voting. Members of the committee attending virtually do not count towards obtaining a quorum and cannot vote on committee action items when attending in-person meetings virtually.

Understanding that members of the committee are also members of stakeholder entities throughout the state, they must abstain from voting on project proposals submitted by organizations for which they are directly associated.

### 3.4 Additional Meeting Requirements

The committee is responsible for determining the distribution of funds and is a committee established by law (6 U.S. Code § 665g). The committee will be governed by the Open Meetings Act Neb. Rev. Stat. §§ 84-1407 to 84-1414 (2014, Cum. Supp. 2020), which requires that meetings be open to the public. A full copy of the Opens meeting act may be found at <https://ago.nebraska.gov/open-meetings>.

In an effort to support transparency in government, the meetings will be open to the public and allow for public comment. Public members may attend in person or virtually when a virtual option is provided.

## 4. MEMBERSHIP

The Committee shall consist of representatives from various public entity stakeholders throughout the state of Nebraska. In order to comply with Federal Emergency Management Agency (FEMA), the Committee must have representation from the Chief Information Officer (CIO) or the Chief Information Security Officer (CISO), or an equivalent official of the eligible entity, as well as representation from counties, cities, towns, within the state. Additional members also include members of public health, public education, emergency management, state military component, publicly owned power and utilities, and any other representation the Committee deems necessary. At least half of the representatives on the Committee must have professional experience relating to cybersecurity or information technology.

### 4.1 Members

The Committee shall be comprised of the following members.

- 4.1.1 One member – either the State CIO or State CISO
- 4.1.2 One member from higher education
- 4.1.3 One member from K-12 education
- 4.1.4 One representative from local government
- 4.1.5 One representative from county government

- 4.1.6 One representative from public health
- 4.1.7 One representative from rural emergency management
- 4.1.8 One representative from the Nebraska Emergency Management Agency
- 4.1.9 One representative from the State Administrative Authority for Grants
- 4.1.10 One member from Critical Infrastructure
- 4.1.11 One member to represent the tribal communities
- 4.1.12 One representative from the Nebraska National Guard

## 4.2 Membership

Members of the committee are voluntary representatives of their constituency and may resign their seat on the committee at any time. Committee members shall act as representatives of their various government organizational constituencies and demographic areas, to wit, local and state governments, educational and public health institutions, high density urban, suburban, and rural areas. In such capacity, Committee members shall be responsible for ensuring funds, services, and equipment are allocated in accordance with the State and Local Cybersecurity Grant Program and for consent decisions regarding projects in which the state passes through services in lieu of funding.