

**Information Network of Kansas Inc.
Board of Directors Meeting
August 6, 2013**

The August 6, 2013 meeting was conducted in the KDOT Office, 700 SW Harrison, 2nd Floor, Topeka, KS 66603. At 10:00 a.m. Chairman Kevin Cronister called the meeting to order.

Board members and proxy present: Gary Landeck, Kevin Cronister, Kathy Sachs, Bryan Dreiling, Terry Holdren, Joe Connor, Dennis Slimmer, and Travis Rozean.

Others present: INK's Executive Director: Jim Hollingsworth; Phil Elwood of Goodell Stratton Edmonds & Palmer; Shane Myers, and James Adams, of Kansas Information Consortium LLC; Karen Linn, of Berberich Trahan & Co.

Mr. Cronister introduced the Consent Agenda.

Consent Agenda

- July 2013 INK Board Minutes
- July 2013 Executive Director Report
- July 2013 Network Manager Report

Service Requests

No service requests during the month of July 2013.

Contracts for Approval

The following contracts are to implement an Over-the-Counter service which will allow the government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. These are a fee service.

- **USD 248 Girard High School (KPC)**
- **USD 248 Girard Middle School (KPC)**
- **USD 248 Girard Elementary Schools (KPC)**
- **USD 248 Girard Public School District (KPC)**

Behavioral Sciences Regulatory Board (License Renewal) -- Kansas Behavioral Sciences Regulatory Board requests an enhancement to their License Renewal application and fee schedule of the contract to include Licensed Addiction Counselors (LAC and Licensed Clinical Addiction Counselors (LCAC). Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

Holdren moved to accept the Consent Agenda. Seconded by Landeck; Motion Passed.

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Slimmer discussed the Finance Committee Report for the 2nd quarter ending June 30, 2013. Hollingsworth stated the PKI certificates were upgraded to meet a higher level of encryption to meet federal standards. KDOR has discontinued the use of digital certificates to access their E-Lien application resulting in a significant decline in revenue. The current contract with Symantec certificates is valid until December 2014 however, the ITIMG will be reviewing the state contract with Entrust for pricing and functionality. Hollingsworth stated the ITIMG has decided to leave the certificate renewal cost at \$45 per certificate until a suitable solution can be provided. Landeck moved to accept the Finance Committee Report. Seconded by Rozean; motion passed.

Karen Linn of Berberich Trahan & Co went over the INK Financial Draft Audit Report. In summary, Berberich Trahan & Co reviewed INK's financial information and disclosures looking for unusual transactions and accounting practices. Berberich Trahan & Co was able to issue an "unqualified opinion" which is the highest opinion available. Linn also reported that the contractual audit revealed no anomalies. The contractual audit tests whether the payment amounts and payment timelines to the agencies were paid according to the terms of their contract(s) with INK.

Elwood discussed the details of the KDOR MVR Contract. The new contract included changes to provisions regarding pricing. The final contract reflects a \$2.10 increase to the price of a drivers license record and a \$.15 cent increase in INK's fee to cover an anticipated decline revenue due to the price increase. After one year, INK and KDOR will reassess whether the increase is necessary to continue covering portal expenses. The term of this Contract shall be deemed to commence on September 1, 2013 and shall automatically renew for a term of one (1) year on July 1, 2014, unless notice to terminate this Contract is given by either party to the other party one hundred and twenty (120) days before July 1 of each year. Rozean moved to accept the KDOR MVR Contract. Seconded by Connor; motion passed.

Landeck informed the board of the Board Membership Committee's progress. Joe Connor's appointment expires at the end of September and a recommendation needs to be submitted to the Governor's Office. The Committee has chosen three candidates; Joe Connor; Mike Urbom, of Kansas Association of CPAs; and Kathy Taylor, of the Banker's Association. Landeck moved to draft a letter making a recommendation for the appointment of one of these three individuals and include the board's preference request to renew Joe Connor's board membership. Seconded by Slimmer; motion passed.

Cronister asked for the KBC Update. Sachs requested the update be postponed until September when Minihan could attend. Cronister asked Hollingsworth to add the update to the September meeting agenda.

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James Adams, of Kansas Information Consortium LLC, informed the board of ongoing efforts to refresh the portal, www.kansas.gov. KIC is beginning the design process of developing a new portal with a mobile-first philosophy. The new website will have responsive design and new graphics. KIC is reviewing dotCMS to act as the new infrastructure for the portal. Hollingsworth stated they will be meeting with the Governor's public information officers to get their input into the design and functionality. Adams provided images of other state's websites to demonstrate current trends. KIC estimates the new website will be up and running by December of 2013.

At 12:03 p.m., Sachs moved the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to K.S.A. 75-4319 as amended, for the purpose of personnel matters for a period of 60 minutes. Seconded by Holdren. Motion passed.

At 1:03 p.m., Cronister called the meeting back to order stating no business had been conducted during the executive session.

Cronister informed Hollingsworth that the Board had discussed his performance and the overall review was satisfactory. He further stated that when he receives the final edits of the review and 2014 goals, he would contact Mr. Hollingsworth to schedule a time to go over the review.

At 1:05 p.m., Holdren moved to adjourn the meeting. Seconded by Rozean; motion passed.