<p style="text-align:center">**DRAFT**
Information Network of Kansas Inc.
Board of Directors Meeting
February 19, 2013</p>

The February 19, 2013 meeting was conducted in the KDOR Office, 900 SW Harrison, 2nd Floor, Topeka, KS 66603. At 10:00 a.m. Joe Connor called the meeting to order.

Board members and proxy present: Joe Connor, Scott Hill, Travis Rozean, Jim Clark, Kevin Cronister (Jordan), Kathy Sachs (Kobach). Donna Shelite (Schlinsog).

Others present: INK's Executive Director: Jim Hollingsworth; Phil Elwood of Goodell Stratton Edmonds & Palmer; Jim Minihan of iMerge Consulting; Shane Myers, James Adams, Ashley Gordon, and Wayne Dirks of Kansas Information Consortium LLC; Ron Kaufman of Ks Dept of Wildlife Parks and Tourism; Duncan Friend of Secretary of State; Bryan Dreiling of the Office of Information Technology Services, Stan Ahlerich and Carrie Caswell of Dept. of Commerce,.

Connor introduced the Consent Agenda.

Consent Agenda:
    January 2014 INK Board Minutes
    January 2014 Executive Director Report
    January 2014 Network Manager Report

Service Requests
No service requests during the month of January 2014.

Contracts for Approval
Berberich and Trehan: Engagement letters for INK annual financial audit and contractual compliance audit for 2013.

Kansas Secretary of State (TPE) – Kansas Secretary of State requests an online service for collecting payment for Annual Reports Bulk Filing chargeable services provided by KSOS. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas Department of Revenue, Alcoholic Beverage Control (KPO) – Kansas Department of Revenue, Alcoholic Beverage Control Division, requests an online service for collecting payment for chargeable services provided by KDOR. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Board of Healing Arts (KPO) – Kansas State Board of Healing Arts requests an online service for collecting payment for chargeable services provided by

KBHA. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Extension Office – Meadowlark District (KPC) – Kansas State Extension Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Kansas Department of Agriculture (KanForm) – Kansas Department of Agriculture requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas Sheriffs' Association (KanForm) – Kansas Sheriffs' Association requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Logan County Clerk's Office (KPC) – Logan County Clerk's Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Logan County Health Department (KPC) – Logan County Health Department requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Unified School District 446, Eisenhower Elementary (KPC) – USD 446, Eisenhower Elementary, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Middle School (KPC) – USD 446, Independence Middle School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Sr. High School (KPC) – USD 446, Independence Sr. High School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Jefferson School (KPC) - USD 446, Jefferson School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Kansas State Extension Office – Meadowlark District (KanForm) – Kansas State Extension Office – Meadowlark District requests a Form Building service specifically designed for state and municipal governments and offers you the ability to build simple forms to collect data and online payments. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

Clark moved to accept the Consent Agenda. Seconded by Cronister; Discussion ensued. Hollingsworth requested the Ks Secretary of State contract be removed from the consent agenda and for consideration at this board meeting. Hollingsworth stated that the contract language was not finalized. Clark agreed to amend his motion and Cronister seconded. Motion passed.

Connor opened the Regular Agenda. Hollingsworth requested that the Historical Society Grant request be postponed to allow Sachs to be present for the discussion. Connor introduced Shane Myers to discuss the KDWPT proposal.

Myers described the process by which INK was approached to provide a proposal to KDWPT for purposes of performing all licensing, reporting and printing of KDWPT requirements. Myers stated their team had traveled to Pratt, KS to discuss the proposal and the discussion was productive and cooperative. Myers explained that the proposal was asking for 576 verifone devices. However, many of the KDWPT locations are without wireless capability and in KIC/NIC's opinion, the trend of industry is to move away from equipment and the proposal includes only 164 verifone devices for those locations which have telephone connectivity. In addition, KDWPT requested all printers be capable of printing on special paper. After discussions with KDWPT, the proposal includes

approximately 618 thermal printers to accommodate special paper for carcass tags only and the rest of the printing requirements would be performed on regular paper.

Myers went on to explain that a major issue with the proposal is the start-up costs to perform the services and that a ten year agreement would need to be executed in order to recoup the initial up-front costs. Myers stated that the first two years would be non-revenue generating and the remaining term would be required to provide a return on this investment. Myers stated that the current Network Manager contract has 1 two-year option and 1 one year option remaining. Myers stated that there are two options available to accommodate the time line request, the first being the ability for KIC to contract directly with KDWPT for a ten year contract or the negotiation of a longer term contract with INK that would extend for the duration of the KDWPT proposal so as to accommodate the time line requirement. Myers explained that Hollingsworth had significant concerns with the time line requirement and halted the submission until the board could be briefed and the issue discussed.

Myers explained that the pricing was similar to the current transactional charges being assessed by the current vendor. However, the cost of the change requests of the current vendor provided a significant savings for KDWPT as INK does not charge for change requests. These costs are included in the INK transactional cost.

Kathy Sachs joined the meeting.

Myers explained that KDWPT wishes to move to a more technological solution for the current self-pay solution in use today and move to a kiosk. A pilot program of 5 kiosks was discussed to determine feasibility and usability for possible expansion into the remaining parks.

Myers stated that his analysis projects a $2 million in INK board revenues over the ten year term. Myers said the contract with the current vendor expires in December of 2015, but that the build out of service by INK would require 1.5 to 2 years.

Myers understanding is that since INK did not provide the proposal, KDWPT will proceed with the issuance of an RFP, although it had not been released as of yet.

Connor asked if Mr. Kaufman had anything to add. Mr. Kaufman expressed his appreciation of the work that KIC put into traveling to the meetings and development of the proposal documentation. Kaufman stated that he expects to see the RFP released in the very near future and that the RFP will include changes from the original proposal to include the ability to use gift certificates and the separation of hunting and fishing licenses separate from campground reservations. Kaufman explained that in the event a new vendor is selected, the timeline for the build out will require significant time and with the

contract ending at the end of 2015, the release of the RFP is required to initiate the process.

Hollingsworth described aspects of the proposal that were appealing and have been requested of KIC by the board for some time. One of which is the re-use of existing, tested mobile applications currently running in other states and are being brought to Kansas. Hollingsworth stated he was given short notice to review the proposal and the printer support was a concern. It was after his review; the ten year requirement was added. It was then that the decision was made to halt the submission until the board had been briefed on the proposal and the ten year requirement.
Hollingsworth stated he is in support of the proposal and forwards the INK mission, but the 10 year contract term was outside his comfort.

Rozean inquired of Kaufman the reasons they are investigating alternative solutions to the current vendor. Kaufman replied that their contract was expiring and the RFP would provide for current market solutions that may be advantageous to KDWPT. Kaufman explained that the current vendor is the market leader in this market segment.

Scott explained that the RFP for the national campgrounds is coming up for bid, but that NIC will be submitting a proposal for that service that will include a more mobile approach.

Sachs suggested that a buyout of the equipment or vendor replacement could be worked out to accommodate the ten years. Elwood suggested that solutions be discussed outside the board meeting. Connor asked that member questions be forwarded to Hollingsworth.

Sachs presented the combined scores of the grants committee regarding the Ks State Historical Society to provide kiosks in the Statehouse. Sachs explained that the committee was not comfortable with two of the items on their request. Calendaring and Find Your Legislator. It was questioned whether those applications should reside under the auspices of the Historical Society or belong to other entities, for example the calendaring system likely should belong to the Legislature and Find Your Legislator with the KSOS. The committee did support funding the interactive kiosks and the way finding system. Sachs said the group discussed that the full amount be approved in an INK budget item so the group would not have to resubmit a new grant request.

Hollingsworth described the scoring document including the criteria used to evaluate the grants, objective weights and the method by which an overall score is provided to the board. Hollingsworth explained that this mechanism is a recommendation only and the board has full discretion to fund or not regardless of the recommendation. The scoring is

designed to provide the board with an analysis of how well the grant request meets INK's statutory and strategic objectives.

Hollingsworth continued to explain INK's approved grant policy and the different types of grants and timelines available to state sponsored entities and the timeline or dollar amount requirements. The objective was to supply flexibility to both the requesting entities and to the board. Hollingsworth stated that a significant amount has been allocated for grants this year.

Cronister asked if KSHS would have to perform an RFP to acquire the software or hardware. Dreiling stated he was not familiar enough with the request to determine if vendors already on contract with the state could provide the needed software and hardware or if it would be sole source or have to go out for RFP. Hill expressed his concern that we may be investing in a technology (kiosks) that are quickly being replaced with mobile applications that include GPS and that the technology being discussed may quickly become obsolete. Sachs suggested the grant be tabled to allow time to discuss further with the Legislative CITO to discuss his concerns. Rozean moved to table the grant request, seconded by Shelite. Motion passed.

Sachs handed out a document revealing that the Michigan business center is failing due to lack of strategic planning. Dreiling added that the application used to build the Michigan model is the same system being used in Kansas to develop licensing applications and that of the $20 million for the project approximately $18 million was for services to perform the changes to the software to accommodate the requirements to perform as a one stop business center.

Connor recessed the board for two minutes.

Connor called the meeting back to order and introduced Stan Ahlerich.

Ahlerich introduced the agenda to perform a strategic plan over three separate meetings. Ahlerich stated the first step is to review the current plan and carry-over those items that need to be completed and those that are not. Ahlerich stated that all boards of directors have three responsibilities;

- Set the vision/direction
- Hire/attract talent
- Fiduciary

Ahlerich said that one unique item that is germane to INK is that your goals are set out in statute and you must adhere to those goals along with the intentions you add to them.

Ahlerich called on each board member to provide to the group their expectations:

- Hill: Add fresh perspective, learn from you what works and does not.
- Rozean: Avoid complacency
- Sachs: Work to produce a mission that meets the needs of the citizens and state agencies and to be a premier network
- Shelite: Agree with what was said and support Rozean's expectations to remain forward-thinking and avoid getting stuck in what we do
- Clark: Believe we have reached a plateau and flattened out. Need to decide what the ultimate service we are supposed to do for the state. Our vision should have a 10 year outlook. The dream needs to be bigger than the three year plan
- Connor: It's important that all members participate in the discussion of setting the goals for INK. Need to be flexible to adapt as technology progresses. Need to be able to pivot on new information
- Phil: Like the board to appreciate the strength and flexibility of being a quasi-governmental entity
- Cronister: Services should be focused on the benefit of the citizens and businesses of Kansas. Make their interactions easier. Need to include the input from the public.
- Hollingsworth: Believes INK is in transition of its definition of itself and the services they provide. Believes agency heads have the toughest job representing INK and their agencies. I have been very encouraged by the involvement of the individual board members and bringing the groups they represent expectations to the board. INK is at its heart an economic development model. Our primary customer is business.
- Minihan: Accountability is an important consideration and metrics should be included to ensure we follow the plan we develop
- Myers: Strong focus is to not forget about the customer with a strong focus on the businesses. How do we remain relevant and take it to the next level.
- Dreiling: Creating synergies with other strategic plans with other state agencies and working together to accomplish similar goals.
- Ahlerich: Governor has strategic plan for economic development and will be looking how INK can assist in supporting those initiatives and to understand what other plans are out there.
- Somerhalder: Transforming the way businesses and citizens interact with their government. Participation of board members in their environments to support a larger goal.

Ahlerich asked Connor to provide historical financial information and review the INK statutes. Hollingsworth explained that the statutes were changed two years ago to allow for the ability for the Executive Branch CITO to vote and changes the organization DISC to OITS.

Ahlerich asked the board to split into two groups to review the strategies set out in the current plan to determine whether they need to be carried over or if they believe the goals have been met and could be removed.

The strategies in the existing plan included:
1. Provide increased *Access* to multiple entities with Kansas state, county and local entities
2. Demonstrate *Value* of collaboration with state portal to state, county and local governments
3. Demonstrate expanded data *Distribution* mechanisms to citizens, business and state and local entities
4. Implement a recoverable, scalable *Infrastructure* environment.
5. Maintain a highly *Secure* environment to attain compliance to applicable industry standards.
6. Establish *Benchmarks* to measure progress toward the completion of the established metrics with associated timelines

Team #1

1. Complete but on-going
   a. Needs to be expanded
      i. Facilitate
      ii. Provide leadership
   b. Add Mobile
2. Not Completed
   a. Is it clear as written
   b. Better definition
   c. User portal as basis for expanded collaboration
3. Not Completed
   a. Keep it
4. Complete
   a. Keep #1
   b. Add mobile
5. Complete
6. Unsure – Implemented
   a. Need to update

Team #2

1. Ongoing, core
   a. Getting information out, not as much emphasis

2. Not there
   a. Failed
   b. Acquisition, Retention, Penetration
      i. Regular function of INK
3. Yes, mechanisms in place
   a. No, we didn't make it available
4. Big Change
   a. Drop off list, we are there
5. Established as secure (Complete)
6. Failed, Passed
   a. KIC yes, INK no
   b. We did have portfolio analysis, are we measuring the right things

Ahlerich commented about the maturation he sees in the combination of the lists and the raised expectations. He suggested the board remember this exercise when developing the next generation of strategies.

Clark left the meeting.

Ahlerich requested the board articulate its core values.

1. Retain the Self-Funded Model: to provide non-revenue generating information for public service, public benefit. (Amber Alert)
2. Provide taxpayer with more access to local government information
3. Enterprise focused: Public and Private
4. Improvement through cooperative partnerships
5. Forward Thinking
6. Good stewards of the data
7. Accountable, responsible and transparent
8. Board member organizational diversity
9. Remain the public face of e-government for the state

When we convene next, we will review some of these to move toward creating your vision or mission.

Cronister requested that the Governor's 25 initiatives be sent to the board.

At 1:18 p.m., Rozean moved to adjourn the meeting. Seconded by Hill; motion passed.

Board of Directors Meeting

February 19th, 2014

AGENDA
Information Network of Kansas Inc.
Board of Directors Meeting
700 SW Harrison Topeka, Kansas 66603
Wednesday February 19th, 2014
Regular Agenda: 10:00am - 1:00pm CST

Call to Order

Consent Agenda: *Please NOTE: Any Board member may request an item be removed from this consent agenda and moved to the regular agenda for discussion.*
 January 2014 INK Board Minutes
 January 2014 Executive Director Report
 January 2014 Network Manager Report

Service Requests
No service requests during the month of January 2014.

Contracts for Approval
Berberich and Trehan: Engagement letters for INK annual financial audit and contractual compliance audit for 2013.

Kansas Secretary of State (TPE) – Kansas Secretary of State requests an online service for collecting payment for Annual Reports Bulk Filing chargeable services provided by KSOS. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas Department of Revenue, Alcoholic Beverage Control (KPO) – Kansas Department of Revenue, Alcoholic Beverage Control Division, requests an online service for collecting payment for chargeable services provided by KDOR. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Board of Healing Arts (KPO) – Kansas State Board of Healing Arts requests an online service for collecting payment for chargeable services provided by KBHA. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Extension Office – Meadowlark District (KPC) – Kansas State Extension Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Kansas Department of Agriculture (KanForm) – Kansas Department of Agriculture requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas Sheriffs' Association (KanForm) – Kansas Sheriffs' Association requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit

AGENDA
Information Network of Kansas Inc.
Board of Directors Meeting
700 SW Harrison Topeka, Kansas 66603
Wednesday February 19th, 2014
Regular Agenda: 10:00am - 1:00pm CST

card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Logan County Clerk's Office (KPC) – Logan County Clerk's Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Logan County Health Department (KPC) – Logan County Health Department requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Unified School District 446, Eisenhower Elementary (KPC) – USD 446, Eisenhower Elementary, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Middle School (KPC) – USD 446, Independence Middle School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Sr. High School (KPC) – USD 446, Independence Sr. High School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Jefferson School (KPC) - USD 446, Jefferson School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Regular Agenda:

1. **KSHS Grant Request**   **10 minutes**
2. **Ks Dept of Wildlife, Parks and Tourism**   **20 minutes**
3. **Strategic Planning**   **150 minutes**
4. **Lunch**
5. **New Business**

AGENDA
Information Network of Kansas Inc.
Board of Directors Meeting
700 SW Harrison Topeka, Kansas 66603
Wednesday February 19th, 2014
Regular Agenda: 10:00am - 1:00pm CST

6. **Adjourn**

   Next Meeting March 4th, 2014

Executive Director Report

Submitted by Jim Hollingsworth
INK Executive Director

For Month Ending: **January 2014**

Board Calendar

Jan-14	Feb-14	Mar-14
Grant Committee Report	Financial/Contr Audit Review and Approval	Strategic Planning
Finance Committee Meeting	Strategic Planning	Finance Committee Meeting
Executive Committee Meeting	Executive Committee Meeting	Executive Committee Meeting
	Finance Committee Meeting	Finance Committee Report- 4th Quarter
Apr-14	**May-14**	**Jun-14**
Strategic Planning	Legislative Review Report	Grant Review Committee Meeting
Finance Committee Meeting	ED Contract Review	Quarterly Financials Review
Executive Committee Meeting	Finance Committee Report - 1st Quarter	Finance Committee Meeting
Quarterly Portal Security Audit Scan Results	Contractual Audit Statement of Work Review	Executive Committee Meeting
	Strategic Planning Draft Report	
	Executive Committee Meeting	
Jul-13	**Aug-13**	**Sep-13**
Grant Committee Report and Board Approvals	No Meeting	
Board Membership Review, if applicable		Strategic Business Planning Review
Executive Committee Meeting		Quarterly Financials Review
Finance Committee Meeting		Finance Committee Report 2nd Quarter
Strategic Planning: Draft Report		Executive Committee Meeting
Oct-13	**Nov-13**	**Dec-12**
Officer Nominating Committee	Board Officer Election Subcommittee	Board Officer Election
Quarterly Portal Security Audit Scan Results	Finance Committee Report - 3rd Quarter	KIC/INK Business Plan Review and Approval
Initiate Annual Business Planning	Executive Committee Meeting	INK Budget Review and Approval
Finance Committee Meeting		Grant Review Committee Meeting
Executive Committee Meeting		Finance Committee Meeting
		Executive Committee Meeting

2011 – 2014 Strategies

Strategy 1	Provide increased Access to multiple entities with Kansas state, county and local entities.
Strategy 2	Demonstrate Value of collaboration with state portal to state, county and local governments.
Strategy 3	Demonstrate expanded data Distribution mechanisms to agencies and associations, business community and citizens.
Strategy 4	Implement a recoverable, scalable Infrastructure environment.
Strategy 5	Maintain a highly Secure environment to attain compliance to applicable industry standards.
Strategy 6	Accomplish Benchmarks to measure the progress toward the completion of established metrics with associated timelines.

2014 Strategic Goals

- Access, Value: Coordinate access to information external to the state for seven services.
- Distribution: Implement ten mobile services.
- Distribution: Implement fifteen RSS feeds available from the portal.

Tracking beginning January 2014

Strategy	Tactics	Complete	In Progress	On Target %	Canceled	Delayed (This Year)	Postponed (Next Year)	New
Strategy 1	6	0	0	0%	0	0	0	0
Strategy 2	10	0	0	0%	0	0	0	0
Strategy 3	22	0	0	0%	0	0	0	0
Strategy 4	3	0	0	0%	0	0	0	0
Strategy 5	5	0	0	0%	0	0	0	0
Strategy 6	7	0	0	0%	0	0	0	0
Total	**53**	**0**	**0**	**0%**	**0**	**0**	**0**	**0**

State Entity Grants:
*changes are <mark>highlighted</mark>

No active grants

INK Initiatives:

KBC Restricted Fund
Amount Requested: $500,000
Total Expended: $70,697
Remaining Balance: $429.33
Nature of Request: Explore and implement training and regulatory applications and services from a centralized destination for starting, maintaining and closing a business in Kansas

- Discussions held with representatives from MIT and GovLab. Travel and accommodations paid: $33,407
- Programming performed to integrate electronic transactions for Annual Reports application from leading CPA software. Reported as 40% of all Annual Report transactions that are currently not captured electronically.

- Invoice(s) received and paid for cost of third party programming to develop CPA electronic integration. Amount Paid: $37,290

State Participation

ITEC: (Executive council comprised of private and public representatives charged with the adoption of IT policies for the state enterprise (All Branches) ITEC chairmanship is rotated every year between the three CITOs.)
- Meeting scheduled for February 11th.

ITAB (Agency CIOs and senior managers of state information technology ITAB is chaired by the Executive Branch CITO)
- Met Jan XX
-

Information Technology Security Council (State agency representatives who provide oversight and policy recommendation to ITEC regarding IT security issues for the state. The council is chaired by the Chief Information Security Officer (CISO))
- Subcommittee continues to meet weekly to review and rewrite the ITEC policy 7230. This policy establishes a default security posture requirement for all state entities. Working with Regents institutions and Legislature representative for applicable coverage of the policy. Prior policy specifically exempted Regents institutions.
- Draft copy of policy statement provided to Council for discussion.
- Subcommittee will continue to meet weekly to move focus from policy statements to development of procedural and standards implementation statements.

Kansas Partnership for Accessible Technology (The Kansas Partnership for Accessible Technology (KPAT) addresses web and information technology accessibility issues and provides related policy, standards, guidelines, and procedural recommendations. KPAT is chaired by the state Accessibility Coordinator, Cole Robinson)
- Did not meet in January

Information Technology Identity Management Group (State agency, universities, external organizations and Secretary of State representatives who meet to develop policies and regulations to forward the usage and adoption of electronic identity management through the use of Public Key Infrastructure (PKI) The group is chaired by Ivan Weichert, Kansas Geographic Information Officer)
- Met January 10th.
- Informed by KSOS that regulations state Secretary of State is permanent chair.
- Committee continues to work with Entrust to understand their offering as a replacement for the current Symantec solution.
- Received email from Entrust representative to inquire contact name for test tokens for SOS. Forwarded email to Sachs.
- KState continues to work with Entrust to develop personal identification verification (PIV) card for all students and faculty of KState.
- Next meeting scheduled January 10th.

INK Executive Director Board Meeting Follow Up Items:

August 2013 Meeting
- Send Gary the template of the nomination letter: **COMPLETED**

- Move KBC discussion to September**: COMPLETED**

October Meeting
- Schedule strategic discussion at November meeting: **COMPLETED**

- Move KBC report to November meeting: **COMPLETED**

November Meeting
- Schedule Data Sharing discussion at December meeting. Invited Dr. Marilu Goodyear to discuss report results: **COMPLETED**

- Schedule an Executive Session in December to discuss KIC's contract: **COMPLETED**

December Meeting

- Add KBC report discussion to January meeting: **COMPLETED**

January Meeting

- Schedule February meeting agenda with 2 hours of strategic discussion: **COMPLETED**

INK Executive Director 2014 Goal Tracking:

- Finalize migration of state data to Avamar
    - Spent early part of November reducing the size of the backup on the Avamar server. Required cooperation between OITS personnel, NIC and INK consultants.
    - Recovery test began 12/3/13. Infrastructure put in place.
    - Discovered database size substantially larger than expected. Cordero server crashed. VMs built and ready.
    - Authorized 3Tb volume be added to Cordero infrastructure.
    - 12/5/13, VPN tunnel between Avamar and Cordero down.
    - 12/11/13, VPN tunnel re-established.
    - 12/12/13, network issue encountered with Cordero
    - 12/17/13, network issue resolved
    - 12/18/13, core dump discovered during recovery initiation, Operating System mismatch identified
    - 12/20/13, First restores begin
    - 12/26/13, Cordero identified backups do not match disk layout. Documentation provided to KIC/NIC
    - 12/28/13, Restores proceeding, expectation is to have backup completed by January 2nd.
    - 12/2/13, All app servers restored, seven utility servers in progress
    - 12/2/13, All servers are up except database. Will begin in morning of the 2nd. File servers identified as not part of the list of servers. Waiting on response from KIC/NIC. Have reached out to network manager for scheduling teleconference to resolve. The effort is frustrated with changes being made to the backup files and file structure without notification of the change.
    - Conference call held 1/6/14 with NIC/KIC/INK and INK contractor. Issues with backup methodology utilized by NIC/KIC identified and resolution described by INK contractor. NIC requested time to review the suggested changes with a follow up call scheduled on 1/9/14.
    - Conference call held 1/9/14 with NIC/KIC/INK and INK contractor. NIC has agreed with and implemented creation of proxy NFS server. Server has been integrated into the backup files on the INK Avamar. INK contractor to begin restoring NFS server and continuing with the development of recovery documentation.
    - Conference call held 1/28/14 with Brady and Minihan. Brady reported the size of the files contained on the Avamar have doubled and the throughput between the OITS and Cordero hosting environment will require greater than 6 days to recover. Options were discussed and we decided to move forward with the recovery in order to test the applications. Once recovery is completed, we will review the issues identified in this year's recovery and work with NIC, OITS and Cordero to develop resolutions.
- Lead effort to obtain input for RFP/RFI
    - Strategic plan discussion will lead next steps
- Develop and present to Board a communication plan for legislative, judiciary and agency partners in the third quarter of evaluation
    - Did not receive written evaluation response until second quarter.

- o Have reached out to Terri Clark to schedule a meeting with Legislative CITO to discuss scheduling meetings with Legislators.
  - o Will be working with members for input.
- Develop and implement tool for monitoring customer satisfaction among major customers. Conduct annual survey to identify successes and improvement areas.
  - o Researching various customer satisfaction surveys for brief and effective responses. Will bring to board once completed
- Monitor and report on INK's Strategic plan on a monthly basis.
  - o Provided monthly in Executive Director report.
- Identify executive leadership development opportunities for the Executive Director.
  - o Continue to seek out opportunities.
  - o Have been invited to speak at Mobile Marketing Strategies Summit in Feb.
    - ▪ Travel approved by Board Jan. 2014
    - ▪ Received email from Summit organizer stating attendance volumes were less than expected and they deleted the portion of the summit in which INK would have spoken. Basically, we got told thanks.
  - o Have spoken with Anthony for additional appropriate opportunities
- Develop set of action items following each board meeting.
  - o Included in monthly Executive Director Report.
- Continue to maintain open communication with the Network Manager.
  - o Ongoing
- Develop orientation plan for new Board members
  - o Developed board member packet for new members.
  - o Have met with all new members to review.
  - o Encourage any clarifying questions.
- Continue to construct a Board calendar for monthly re-occurring agenda items.
  - o Included in monthly Executive Director Report.

Information Network of Kansas
Board of Directors

Kansas Information Consortium
General Manager's Report

Month Ending January 31, 2014

Inside

Executive Summary

Kansas.gov is staying very busy and productive as the month of January is wrapping up. Some of the high points for this month include:

- In early January, Kansas.gov General Manager, Shane Myers; Kansas.gov Director of Marketing and Operations, Ashley Gordon; Kansas.gov Business Development Manager, Todd Smith; NIC Vice-President of Sales, Robert Chandler; NIC Vice-President, Scott Somerhalder, and Virginia Interactive Director of Marketing, Kirk Whiting; travelled to Pratt, KS to meet with Kansas Department of Wildlife, Parks, and Tourism staff. The purpose of the meeting was to gain additional details regarding KDWPT's proposed scope of work for hunting, fishing, and park services.

- On January 24, Kansas.gov Business Development Managers, Jenna Coates and Todd Smith, performed outreach to legislative offices at the Kansas Statehouse. Kansas.gov calendars and educational information were hand-delivered to each Representative's and Senator's office to drive awareness of Kansas.gov products and services.

- The Kansas.gov team continues to make excellent progress on the Portal Refresh project. Nearly 90% of the scheduled content for the portal has been created in dotCMS, with the beta rollout for subscriber testing slated to take place in early March 2014.

- Kansas.gov kicked off the year with a mix of 15 products, services, and applications launched in January. This marks a great start for 2014!

Please contact me if you have any questions at 785.296.7171 or via email at smyers@egov.com.

Respectfully submitted,

Shane Myers

Shane Myers, General Manager

New Service Requests & Contracts for Approval

Service Requests

No service requests during the month of January

Contracts for Approval

Kansas Department of Revenue, Alcoholic Beverage Control (KPO) – Kansas Department of Revenue, Alcoholic Beverage Control Division, requests an online service for collecting payment for chargeable services provided by KDOR. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Board of Healing Arts (KPO) – Kansas State Board of Healing Arts requests an online service for collecting payment for chargeable services provided by KDOR. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas State Extension Office – Meadowlark District (KPC) – Kansas State Extension Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Kansas Department of Agriculture (KanForm) – Kansas Department of Agriculture requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Kansas Sheriffs' Association (KanForm) – Kansas Sheriffs' Association requests an online data collection and payment portal service for electronic commerce transactions conducted via ACH and credit card. Development of the INK application for this service is at no cost to the contracted government agency. This is a fee service.

Logan County Clerk's Office (KPC) – Logan County Clerk's Office requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Logan County Health Department (KPC) – Logan County Health Department requests an Over-the-Counter service which will allow 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 agency. This is a fee service.

Unified School District 446, Eisenhower Elementary (KPC) – USD 446, Eisenhower Elementary, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Middle School (KPC) – USD 446, Independence Middle School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Independence Sr. High School (KPC) – USD 446, Independence Sr. High School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service

Unified School District 446, Jefferson School (KPC) - USD 446, Jefferson School, requests an Over-the-Counter service which will allow 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 agency. This is a fee service
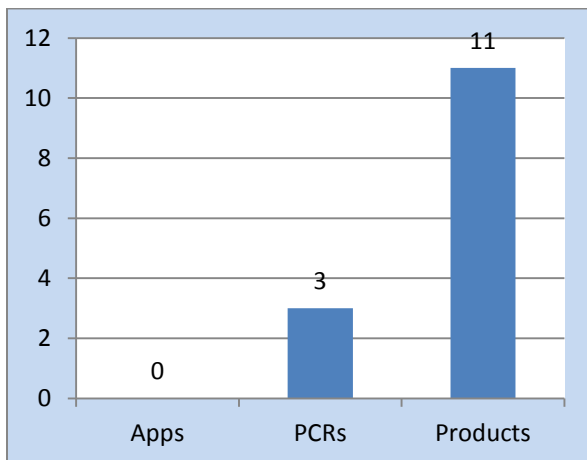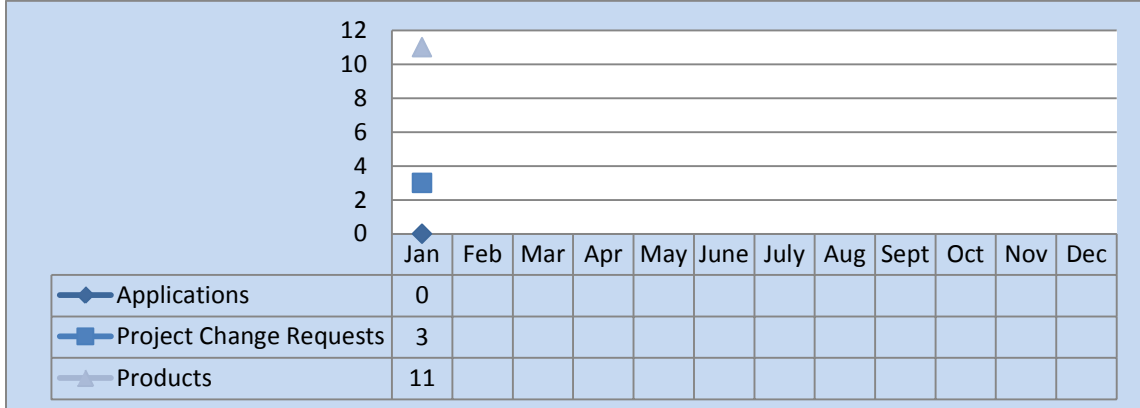
Deployment Summary

Year-to-Date

Monthly Deployments (since January 2014)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
◆ Applications	0											
■ Project Change Requests	3											
▲ Products	11											

Applications Deployed

Agency	Project Name	Deployment (Month)
	None at this time	

Project Change Requests Deployed

Agency	Project Name	Deployment (Month)
KDOR	Title Lien and Registration Search (TLR) 2013 Updates	Jan-14
KDOR	WebFile Homestead Claim 2013 Tax Year Update	Jan-14
KDOR	WebFile Income Tax Return 2013 Tax Year Update	Jan-14

Products Deployed

Agency	Project Name	Deployment (Month)
CYHL	KanPay Counter: City of Highland Water and Sewer	Jan-14
CYHL	KanPay Counter: City of Highland Court	Jan-14
FNCO	KanPay Counter: Finney County Treasurer	Jan-14
FNCO	KanPay Counter: Finney County Motor Vehicle	Jan-14
RLCOGIS	KanPay Counter: Riley County GIS	Jan-14
WYCO	KanPay Counter: Wyandotte Planning	Jan-14
KBOB	KanForm: Expired License Restoration as of 2014	Jan-14
KBOB	KanForm: License New and Renewals (Non-Expired) as of 2014	Jan-14
KBOB	KanForm: Licensed Barber College - New and Renewal Licenses	Jan-14

KDOC	KanForm: Rural Opportunities Conference Registration 2014	Jan-14
KUCR	KanForm: Aerospace Engineering: 70th Reunion	Jan-14

In-Development Summary

Through End of Year 2014
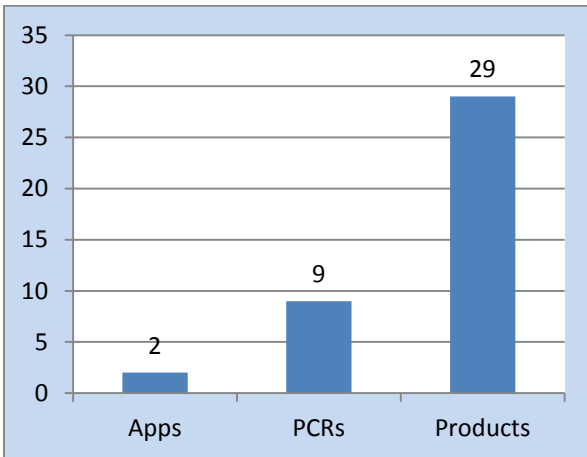
Monthly Deployments (through end of year 2014)

	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
■ Applications	2	0	0	0	0	0	0	0	0	0	0
■ Project Change Requests	5	2	0	2	0	0	0	0	0	0	0
■ Products	8	11	10	0	0	0	0	0	0	0	0
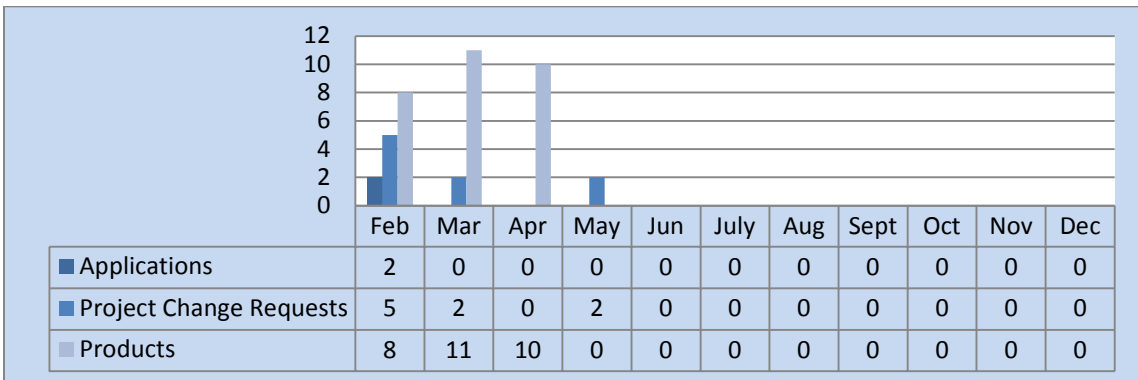
Applications in Development

Agency	Project Name	Scheduled Deploy (Month)	Schedule Variance Reason
KSSOS	TPE Direct Payment Processing	Feb-14	
OJA	Court Case eFile	Feb-14	

Project Change Requests in Development

Agency	Project Name	Scheduled Deploy (Month)	Schedule Variance Reason
KDB	Dental License Verification 2013 Responsive Design and Common Look and Feel	Feb-14	
KDADS	HOC License Renewal Change Backend Host	Feb-14	
KDOR	IFTA Additional Decals Google Analytics and Survey Gizmo Update	Feb-14	Project Scheduling
KDADS	HOC Criminal History Record Check Change Backend Host	Feb-14	Awaiting Partner
KDOR	Tax Payment Portal 2011 Update	Feb-14	Awaiting Partner
KSSOS	Corporate Annual Report Remove Director Limits	Mar-14	
KSSOS	Corporate Annual Report New AKP029 File	Mar-14	
KDOR	DLR Interactive DMV Modernization	May-14	Awaiting Partner
KDOR	Driver License Reinstatements 2011 Rewrite	May-14	Awaiting Partner

Projects On-Hold

Agency	Project Name	On-Hold Date	On-Hold Reason
KDADS	HOC Criminal History Record Check Convert Data Transfer Format for Subjects	Jan-13	Partner is working with third partner vendor to setup new hosting environment.
KSBN	KANN Check 2009 Enhancements	Jan-13	Partner intends to restart this project in July.
KREC	KREC License Renewal - KanPay only KanPay Only	Jan-13	Partner is working with third partner vendor to setup new

		networking environment (Cox).

Products in Development

Agency	Project Name	Scheduled Deploy (Month)
USD501	KanPay Counter: Chase Middle School	Feb-14
USD501	KanPay Counter: Ross Elementary School	Feb-14
CYKINSLEY	KanPay Counter: City of Kinsley Water and Sewer	Feb-14
CYKINSLEY	KanPay Counter: City of Kinsley Courts	Feb-14
CYKINSLEY	KanForm: City of Kinsley Water and Sewer	Feb-14
CYKINSLEY	KanForm: City of Kinsley Courts	Feb-14
FNCO	KanPay Counter: Finney County Clerk	Feb-14
FNCO	KanPay Counter: Finney County Coumnity	Feb-14
KDOR	KanPay Counter: Driver Control Office	Mar-14
KDOR	KanPay Counter: Titles and Registrations	Mar-14
CHCO	KanPay Counter: Cherokee County Treasurer	Mar-14
CKCO	KanPay Counter: Cherokee County Health Department	Mar-14
ANCO	KanPay Counter: Anderson County Treasurer	Mar-14
LNCO	KanPay Counter: Linn County Treasurer	Mar-14
LGCO	KanPay Counter: Logan County Clerk	Mar-14
LGCO	KanPay Counter: Logan County Health Department	Mar-14
KSUEXT	KanPay Counter: Jackson County	Mar-14
KSUEXT	KanPay Counter: Nemaha County	Mar-14
KSUEXT	KanPay Counter: Pottawatomie County	Mar-14
KSBN	KanPay Counter: KSBN	Apr-14
FOCO	KanPay Counter: Ford County Landfill	Apr-14
FOCO	KanPay Counter: Ford County Health Department	Apr-14
FOCO	KanPay Counter: Ford County Register of Deeds	Apr-14
FOCO	KanForm: Ford County Register of Deeds	Apr-14
FOCO	KanPay Counter: Ford County Expo Center	Apr-14
USD446	KanPay Counter: Independence Senior High	Apr-14
USD446	KanPay Counter: Independence Junior High	Apr-14
USD446	KanPay Counter: Independence Elementary	Apr-14
USD254	KanPay Counter: Medicine Lodge USD 254	Apr-14

Support Statistics

Summary of the number of Live Chats, E-mails and Cases Reported from January 1 – January 27.

Month	Live Chats	E-mails	Cases Reported
Jan-14	109	787	188

Site Promotions

The following site promotions were launched on Kansas.gov from December 20 – January 19.

Main Feature Position	Service Promoted	Visits
1	GOV: State of the State Address	141
1	2014 Legislature in Session	82
1	KDHE: KSQUIT	52
2	KDOT: WICHway	29
2	KDHE: KSQUIT	24
3	KBI: LCH	34
3	KSDC: Civic Alerts: Siemens Plants	13
3	KDOT: WICHway	7
4	KBI: LCH	25
4	Kansas.gov Blog: State News	20
5	Kansas.gov Blog: State News	46
5	Flickr: Featured Flickr Photo	12
5	KBI: LCH	1
6	Flickr: Featured Flickr Photo	21
7	Flickr: Featured Flickr Photo	2

.

The below table summarizes the top 5 visited pages on Kansas.gov from December 20 – January 19.

Page	Page Views	Time on Page
Government	26,348	1:35
Search	23,748	1:41
Services	21,523	1:22
Business Center	17,131	2:57
Employment	14,001	1:34

Marketing

Agency	Service	Type	Description
KDOL	Worker's Comp Seminars	Social Networking	Statewide Interest
KDEM	CO Poisoning Prevention	Social Networking	Statewide Interest
KDWPT	Kansas Adventures eNews	Social Networking	Statewide Interest
KDHE	Trauma Center Locations	Social Networking	Statewide Interest
KDWPT	Duck Season Ends	Social Networking	Statewide Interest
KDOT	Texting & Driving Ban Update	Social Networking	Statewide Interest
NetWork KS	New Year's Resolution: Start a Business	Social Networking	Statewide Interest
KDOT	Thanks for Plowing	Social Networking	Statewide Interest
N/A	State Offices Open During Weather	Social Networking	Statewide Interest
KDHE	Radon Action Month Twitter Chat	Social Networking	Statewide Interest
KSDE	Kansas Mentoring Month	Social Networking	Statewide Interest
KDOC	Monthly Offender Report	Social Networking	Statewide Interest
KDOL	UICC Phone Lines Down	Social Networking	Statewide Interest
KDOT	Car Seat Safety	Social Networking	Statewide Interest
NetWork KS	Center for Entrepreneurship	Social Networking	Statewide Interest
KIC	Featured Flickr Photo	Social Networking	Official Site Promo
KDOL	Human Trafficking Awareness Month	Social Networking	Statewide Interest
KDA	AMAB New Members	Social Networking	Statewide Interest
KDWPT	Birding Big Year Competition	Social Networking	Statewide Interest
KDWPT	Turkey Permit Apps Available	Social Networking	Statewide Interest
KDHE	Employment Opportunities	Social Networking	Statewide Interest
KDOR	Facial Recognition Software	Social Networking	Statewide Interest
NetWork KS	Pittsburg Sun article	Social Networking	Statewide Interest
KWO	Call to action: 50 year vision	Social Networking	Statewide Interest
KDHE	Disposing Household Hazardous Waste	Social Networking	Statewide Interest
KDOT	511 10th Anniversary	Social Networking	Statewide Interest
KDA	Wheat Facts	Social Networking	Statewide Interest
GOV	Kansas State of the State Address	Social Networking	Official Site Promotion
KDHE	CDC Cancer Prevention and Control	Social Networking	Statewide Interest
GOV	Proposing Revisions to FY 2014-2015 budget	Social Networking	Statewide Interest
GOV	State of the State Address Text	Social Networking	Official Site Promotion
KDWPT	Big Game Permit Winners Announces	Social Networking	Statewide Interest
KWO	2014 Water Plan Video	Social Networking	Statewide Interest
KDWPT	Regulations Approved	Social Networking	Statewide Interest

NetWork KS	Imagene Harris is Manager of Economics and Operations	Social Networking	Statewide Interest
KDOT	Bicycle and Pedestrian Survey	Social Networking	Statewide Interest
KSDC	Grantham University moves to Lenexa	Social Networking	Statewide Interest
KCDC	Disability Connection Newsletter	Social Networking	Statewide Interest
KDA	National Soup Month	Social Networking	Statewide Interest
NetWork KS	StartUp KS and E-Community Funding Stats	Social Networking	Statewide Interest
KDHE	Green Teams Photo Winners Announces	Social Networking	Statewide Interest
N/A	State offices closed on MLK,JR Day	Social Networking	Statewide Interest
KDWPT	KANSAS! Magazine Foodie Update	Social Networking	Statewide Interest
KDOR	Tax ID Theft Update	Social Networking	Statewide Interest
NetWork KS	Growing Your Business	Social Networking	Statewide Interest
KDOT	Byways Cycling and Walking Survey	Social Networking	Statewide Interest
NetWork KS	Kansas Capital Multiplier Funds	Social Networking	Statewide Interest
KDHE	Red Cross Pet First Aid App	Social Networking	Statewide Interest
KSDE	KSDE Postcard Updates	Social Networking	Statewide Interest
KDOL	Develop Safety Programs	Social Networking	Statewide Interest
KDWPT	Wineries Putting Kansas on the map	Social Networking	Statewide Interest
KDOT	Byways Cycling and Walking Survey	Social Networking	Statewide Interest
KDA	National Soup Month	Social Networking	Statewide Interest

Post Project Surveys

	Date collected	Treated respectfully by Kansas.gov staff	Understood the process your project was to go through	As involved in the process as you wanted to be	Kept informed of projects progress	Kansas.gov met their commitments to the project timelines	Quality of the product (application or Web site)	Timely responses of Kansas.gov staff to requests/messages	Kansas.gov staff demonstrated expert knowledge in web design and development	Comments
USD 223 – KanPay Counter	Jan 9	5	5	4	4	4	4	4	4	N/A

KDOR – TLR Features	Jan 9	5	5	5	5	3	5	5	5	The original agreed upon implementation date was 9/16/13 and the actual implementation date was 1/2/14.
KSBTP – 2013Updates	Jan 14	1	1	1	1	1	1	1	1	On August 15, 2013 we requested that 2 words be added to one page of our on-line renewal process. Requesst [sic] was sent to jenna [sic] Coates. On Sept. 25 we received a request for information from Jenna. On Sept. 30 we received a message from Jenna stating that the change would be made before the renewal period opened on Nov. 1st. We assumed that everything was done and opened our renewal cycle as scheduled. On Dec. 3 we received a PCR from Barbie Flick stating a completion date of Dec. 31st. The process was fianlly [sic] completed on December 23rd. The renewal period ended on December 31st. Those who renewed from Nov. 12 to Dec. 23 did not respond to a complete disciplinary question. In 2013 we had to dismiss two counts from a disciplinary matter because we did not know that the wording in the online question was not the same as the wording in our paper documents. That is what prompted the change request. We were extremely disappointed that we were never informed that this wording was not changed before the renewal period opened. The service we receive from Kansas.gov is not reliable. It takes entirely too long to make a very simple change. Sometimes we don't have the six to twelve months that it takes to make a change in our process.
Total		11	11	10	10	8	10	10	10	
Average		3.67	3.67	3.33	3.33	2.67	3.33	3.33	3.33	