

# Information Network of Kansas Board Meeting Minutes

---

## July 2023 Regular INK Board Meeting July 6, 2023

### Opening

A meeting of the INK Board was called to order in the Department of Revenue Secretary's conference room on the fourth floor of the Mills Building in Topeka, Kansas at 10:00 a.m. by INK Board Chair Tom Sloan. The following other members of the Board were present:

Kate Butler, representing the Kansas Bar Association  
Andrea Krauss, representing the Kansas Independent Oil and Gas Association  
Jeff Maxon, Chief Information Technology Officer for the State of Kansas  
Jennifer Cook, representing the Kansas Secretary of State  
Art Gutierrez, Kansas Association of School Boards (*via Zoom*)

### Others Present

Susan Mauch, INK Board Counsel; Nolan Jones, James Adams, and Ashley Gordon, representing the Kansas Information Consortium; and Glen Yancey, Board advisor.

### Consent Agenda

The Consent Agenda included the draft minutes for the June 1, 2023 INK regular Board meeting and the June 2023 Network Manager report.

**Action Taken:** Cook moved to approve the Consent Agenda, seconded by Butler. There was no discussion. The motion was approved.

### Contracts

The following contracts were presented for approval: Douglas County Rural Water District #5 and Lyon County Clerk

**Action Taken:** Cook moved to approve the Contracts, seconded by Butler. There was no discussion. The motion was approved.

### Regular Business

#### 1. Kansas Biological Survey Grant Application

The proposed KBS "Development of the Nested Hexagon Framework as a Multiscale Annotated Geospatial Index for Kansas Datasets" project is a follow-on to the just-completed grant for continuation of the development of the NHF and the Landscape Summary Database.

**Action Taken:** Krauss moved to approve the grant application. Cook seconded. The motion was approved.

#### 2. Office of the Governor Grant Modification Request

The Office of the Governor requested a scope modification to the "COVID-19 Pandemic Response Public Communications and Supporting Activities" grant which was awarded in 2020. The grant has a remaining balance of \$250,000, and the requested modification would allow the remaining funds to be used for 1) ASL interpretation, 2) communications equipment repairs or replacements, 3) public service announcements, and 4) improvements to public access to information on State websites.

**Action Taken:** Butler moved to approve the grant modification. Gutierrez seconded. The motion was approved.

#### 3. Network Manager Report

Jones reported on marketing outreach activities with various state agencies and that KIC intends to conduct a customer satisfaction survey. It was requested that the survey be sent to the board for review and feedback prior to distribution. Jones also reported on the 4<sup>th</sup> Annual Kansas Digital Government Summit to be held

## Information Network of Kansas Board Meeting Minutes

---

on August 31 and the Kansas.gov launch. He then passed out a draft marketing flyer, and received several requests for changes.

**Action Taken:** None.

#### 4. Committee Reports

- A. **Finance.** Krauss reported that the May 2023 financial statements were distributed with the board packet, and BT & Co has begun field work on the 2022 audit.
- B. **Policy and Procedures.** No report.
- C. **Personnel.** Butler reported that the committee is working with Syndeo to finalize the personnel policy.

**Note:** Jones, Adams, and Gordon left the meeting at Noon. Maxon and Cook left the meeting at 12:30 p.m.

#### 5. Executive Session: Interviews of Executive Director Candidates

**Action Taken:** Krauss moved that the INK Board recess into Executive Session for the purpose of interviewing INK Executive Director candidates. Attendance in the Executive Session shall be limited to Board members or proxies, Susan Mauch, and Glen Yancey. The Executive Session shall begin at 12:30 p.m. and conclude at 4:30 p.m. Seconded by Butler. The motion was approved.

**Note:** Cook returned to the meeting at 2:00 p.m. Maxon returned to the meeting at 4:00 p.m.

The Board returned from Executive Session at 4:30 p.m.

**Action Taken:** None.

**Adjournment:** Gutierrez moved to adjourn the meeting at 4:30 p.m. The motion was approved unanimously.

Andrea Krauss  
Secretary/Treasurer