

# Information Network of Kansas Board Meeting Minutes

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## October 2024 Regular INK Board Meeting October 3, 2024

### 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 10:04 a.m. by INK Board Chair Tom Sloan. The following other members of the Board were present:

Kate Butler, representing the Kansas Bar Association  
Jennifer Cook, representing Kansas Secretary of State  
Bruce Chladny, representing Kansas Association of Counties  
Kyle Niemann, representing Kansas Association of Realtors  
Jeff Maxon, representing Office of Information Technology Services (*Joined via Zoom*)  
Greta Funk, representing the Kansas Library Association (*Joined via Zoom*)

### Others Present

Murray McGee, INK Executive Director; Dusti Cerca, INK Chief Administrative Officer; Susan Mauch, INK Board Counsel; Nolan Jones and James Adams, representing the Kansas Information Consortium.

### Consent Agenda

The Consent Agenda that was presented included the draft minutes from the August 1, 2024, INK Regular Board Meeting; minutes from the September 17, 2024, INK Regular Board Meeting; July 2024 Financial Statement; August 2024 Financial Statement; and September 2024 Network Managers Report.

Also included were contracts for approval for the USD 294 Decatur Community High School – KanPay Counter; USD 294 Oberlin Elementary School – KanPay Counter; Peabody Public Library – KanPay Counter; Lyon County Appraiser – KanPay Counter; Kansas Board of Tax Appeals – KanPay Counter; Ellis County Environmental Services – KanPay Counter; City of Stafford – KanPay Counter; Wilson County RWD#11 – KanPay Counter; and Kansas Department of Commerce grant contract.

**Action Taken:** Chairman Sloan opened the floor for questions. Butler made a motion to approve the consent agenda and Niemann seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote.

### Regular Business

#### 1. INK Executive Director Report

McGee reports that he and Network Manager Nolan Jones had meetings with the Kansas Department of Revenue Motor Vehicle division discussing their interest in switching from LexisNexis over to KanPay for payment processing. KDOR is also looking into E-Liens. McGee has set up a follow up meeting with them for later this month.

McGee and Jones met with staff from Blue Cross Blue Shield. They have identified a project and hope to work with the Kansas Department of Health and Environment in establishing a goal to affect the annual state and local public health report card. The report is a snapshot, look at childhood development, mortality, obesity, and

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other specific health risk issues. In working with KDHE, we would be able to integrate real time data into public health report card that would be available throughout the year rather than only on an annual basis.

McGee states that demonstrations have been conducted for the Department of Corrections on a scheduling tool for tracking classroom space and usage that will generate reports on educational programming, program success and how that relates to recidivism.

McGee has again contacted Stephanie Smith from OJA to address their final questions and move forward on their website search tool. They are going to meet next week.

The Governor's Office Water Hub project, at the request of ViJay Ramasamy, has been packaged up and handed over to Granicus who will complete the project before the governor's water conference in early November.

The Kansas Corporation Commission hopes to have their internal process complete later this month. We can then resume work on engagement builder forms.

McGee followed up with the League of Municipalities, the Kansas Association of Counties, and the Kansas Association of School Boards regarding the Legal Publications project. They reviewed legislation that was introduced in previous sessions from 2001 and 2023 that allows for online publications. We have an opportunity to hear from a legislator who carried the ball for the online publications law in Utah.

McGee and Cerca have started working on the 2025 INK Budget. They also met with Jones to begin work on the 2025 INK Business Plan. Drafts will be sent out to the board as they become available.

McGee announced that Governor Kelly's office issued a news release naming the new INK board members. He set orientation sessions for them and has made the announcement on those appointments on our website, Facebook and LinkedIn.

**Action Taken:** Chairman Sloan opened the floor for questions. There were no other questions or action from the Board.

## 2. Network Manager Report

Jones reports that KIC has successfully launched the new Amber Alert system yesterday. Adams adds that the biggest enhancement allows KIC to integrate technology provided by the federal government, specifically FEMA. This new system allows law enforcement to skip several steps to notify the National Center for Exploited and Missing Children automatically eliminating manual entry. When an amber alert is triggered, the notification timeframe is sped up to the local media outlets and cell phones. KBI can regionalize the alerts. KIC has upgraded the platform and added requested administrative enhancements for the staff.

Adams states that KIC has an advanced and robust security program that is overseen by Tyler Technologies. Tyler Technologies performed automated vulnerability scans as well as penetration testing to exploit network vulnerabilities. In addition, they completed an entire environmental, holistic scan across the network. No vulnerabilities were found.

**Action Taken:** Chairman Sloan opened the floor for questions. Sloan asks when the final demonstration will be performed for the Department of Corrections? McGee confirms that it is scheduled for October 30<sup>th</sup>. There were no other questions or action from the Board.

### 3. Engagement Builder Contract Amendment

Jones states that Tyler Technologies is going through a migration process from App Engine to a more advanced feature rich system called Engagement Builder for forms. There is a change in the code ownership that requires new contracts with each of the entities that currently use App Engine. Tyler has agreed to provide access to the Engagement Builder codes if KIC were to be removed as INK's network manager. It does not cover ongoing hosting or changes to the forms.

Mauch adds that the board needs to understand is that having the codes doesn't mean a lot if you don't have access to Engagement Builder because INK would have to pay for the use of the program. Tyler is moving forward with the technology. We changed the contract to clearly state that the new engagement builder application is an electronic service. Under the network manager contract between INK and KIC that means that we don't have those rights to the code.

McGee states that Tyler is in a rush to approve the amendment as we are the last state to do so.

**Action Taken:** Chairman Sloan opened the floor for questions. Butler made a motion to approve the contract amendment. Cook seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote. There were no other questions or action from the Board.

### 4. Grant Report and KSU Property Estimator Tool Extension Request

McGee reports that Kansas State University has requested an extension on their property estimator tool. They've had a couple of internal issues where a controller was not approving and passing on invoices causing a holdup in the process and the main person who was working on the tool graduated. Since that person is no longer in a student position doing work for them, they're now outside the university, KSU would like permission to go ahead and make that internal change on their spending report. They are also asking for an extension to August 31, 2025. The project was to have been completed in February of 2024. McGee further reports that there is a grant fund balance of \$54,530.16 for the project.

Cook requests that KSU show their work on the project to the Board on what they've done to date along with a link to the project. She suggests that we impress upon them that that is extraordinarily long extension.

Sloan suggested that the board reviews KSU's work prior to deciding.

McGee agreed to put this topic on the next board agenda.

**Action Taken:** Chairman Sloan opened the floor for questions. There were no other questions or action from the Board.

### 5. INK Board Appointments

McGee reports that everything in order on the appointments of the new board members. According to the bylaws, we also need to appoint officers for the board. One of those key positions is secretary/treasurer. We need a nomination committee.

Mauch reminds the board that proxies cannot be elected to serve as an officer.

**Action Taken:** Chairman Sloan opened the floor for questions. Sloan appoints Niemann, Cook and himself to be on the nominating committee and asks for any objections. There are none.

McGee states that he will survey the board and will forward those surveys to the nominating committee for review.

## **Committee Reports**

- A. Finance Committee – No Report**
- B. Policy and Procedures Committee – No Report**
- C. Banking / Financial Committee – No Report**
- D. Personnel Committee – No Report**

## **Other Business**

Chairman Sloan asked if there was any other business to come before the Board. Butler made a motion for the Board to enter executive session to discuss attorney client, privileged information to include INK staff and attorney for 20 minutes. Cook seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote. The Board entered executive session at 10:50 am. The Board came out of executive session at 11:10 am.

Butler made a motion for the Board to extend the executive session for an additional 15 minutes. Cook seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote. The Board entered executive session at 11:11 am. The Board came out of executive session at 11:26 am.

Chairman Sloan asked if there was any other business to come before the Board. Butler made a motion for the Board to enter a second executive session to discuss personnel committee report without INK staff and attorney for 15 minutes. Niemann seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote. The Board entered executive session at 11:26 am. The Board came out of executive session at 11:41 am.

Action Taken: Butler made a motion to approve a 5% increase in salary for McGee as Executive Director, to begin with the next payroll period. Cook seconded the motion. The motion was approved by unanimous vote. Butler said, they would schedule a meeting with McGee to review the results of the board evaluations.

## **Adjournment**

With no further action for the Board to consider, Chairman Sloan adjourned the meeting at 11:45 a.m.

Submitted by:

Dusti Cerca  
Chief Executive Administrator