

Information Network of Kansas Board Meeting Minutes

February 2025 Regular INK Board Meeting February 6, 2025

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
Jennifer Cook, representing the Kansas Secretary of State (*Joined via Zoom*)
Greta Funk, representing the Kansas Library Association (*Joined via Zoom*)
Kyle Niemann, representing the Kansas Association of Realtors (*Joined via Zoom*)
Kayla Savage, representing the Kansas Department of Commerce joined in person at 10:25 a.m.
Ted Smith, representing the Kansas Department of Revenue

Others Present

Murray McGee, INK Executive Director; Dusti Cerca, INK Chief Administrative Officer (Via Zoom); Susan Mauch, INK Board Counsel; Ryan Weber, Ashley Gordan and James Adams, representing the Kansas Information Consortium.

Guests Perry Henry, Senior Consultant of Veracity Consulting and Paul Finster, Infrastructure Lead Consultant of Veracity Consulting.

Consent Agenda

The presented Consent Agenda included the draft minutes from the January 9, 2025, INK Regular Board Meeting; December 2024 Financial Statement; and January 2025 Network Manager Report.

Also included is the contract for approval for the Kansas Board of Pharmacy.

Action Taken: Chair Sloan opened the floor for questions. Butler made a motion to approve the consent agenda. Smith seconded the motion. The motion was approved by unanimous vote.

Regular Business

1. Network Manager Report

Ryan Weber gave his Network Manager report, informing the board that they have found no issues in their security update and have been working on monthly patches.

Weber reports that he and McGee have identified 13 project opportunities and are working through them. They have also contacted 28 different organizations over the last month.

Weber states that Tyler Technologies has migrated to Zendesk for improved integration and service request management. KIC Customer Service had 43 open tickets, resolved 29, and is actively working on the remaining tickets.

Information Network of Kansas Board Meeting Minutes

Weber, with McGee, has worked with INK attorney Susan Mauch and Tyler Technology's attorney Jordan Bickford. He reports that they have found ways to streamline the contracting process by templating different types of projects.

The Kansas Department of Corrections is implementing a TeleGov appointment scheduler allowing them to schedule meetings throughout their facilities.

Currently, the Kansas Board of Tax Appeals is undergoing a website modernization project.

The Kansas Bureau of Investigation has developed a website for conference attendee registration and payment processing.

Last month, Jefferson County launched a campaign project for planning and zoning payment integration. And, the Kansas Permit Revenue completed their campaign counter project.

Weber further reports that various technology updates and monthly patches have been conducted, with a 24/7 monitoring requirement ensuring 99.9% uptime.

Action Taken: Chair Sloan opened the floor for questions. There were no other questions or actions taken by the Board.

2. INK Executive Director Report

McGee has been meeting daily with the consulting firm Veracity which will be providing a presentation to the board. Time has been spent on details of INK operations and its history of operations.

McGee and Weber met about streamlining the contract and project management process. The aim is to reduce the number of template contracts from 8 to 3-4. Currently, the contracts reference the master contract which has caused some confusion.

INK is waiting on KDOR to select the over-the-counter card reader model that they prefer. The model information for the device will be specified in the contract. KDOR will be provided with 274 over-the-counter swipe devices as they transition some of their payment processing from LexisNexis to Canopy.

Through the efforts of the Kansas Association of Counties legislation, House Bill 2191 was introduced allowing for digital legal publications. McGee has contacted KAC about how the bill is written. As it is written, cities, counties, and schools would have to maintain the site. The site will only show individual information for each city, county or school. McGee and Chladny are looking into how to make that change.

McGee is meeting with the Kansas Racing and Gaming Commission next week regarding updating their licensing system.

The Board of Pharmacy project which enables them to utilize our payment processing is progressing. It will be used for fine and miscellaneous fee payments. Currently, they are using a customized payment processing system.

McGee has contacted Jennifer Brunenn with the Kansas Department of Corrections. The project is on hold as they are going through a leadership transition.

Information Network of Kansas Board Meeting Minutes

McGee had a meeting this week with Ron Holyfield with the Alliance for Innovation and Local Government. They are a nonprofit group of local governments. They are seeking assistance to develop a procurement portal for local governments to access a catalog of 35,000 vendors. Also, they want assistance in developing a public transparency platform to show potential savings through the utilization of the procurement portal.

Action Taken: Chair Sloan opened the floor for questions. Smith inquired if the House or Senate has had a hearing regarding the legal publication website. McGee states that he does not have information but when he does, he will send it out by email. He notes that the turnaround date is February 20th.

Smith also inquired about the procurement process, specifically seeking clarity on its weekly scope and if compensation for work would be hourly or if a grant would be requested. McGee confirmed that a grant would not be needed. They are seeking a partner to help implement and expand their scope to more cities across the state. Murray has provided them with two different compensation models. There were no other questions or actions from the Board.

3. Streamlining Processes

McGee and Weber met with Jordan Bickford the attorney from Tyler Technologies and INK attorney Susan Mauch. They discussed simplifying the process and reducing steps when working with agencies. When an agency contacts INK, their needs are gathered, and a joint meeting is set to collaborate. First, a project plan and fee structure are created, and then the contract is prepared. We plan to reduce our template contracts from 8 to 3 and make them easier to read. Another option being discussed is making the details of the master contract available online instead of listing them on each contract. Jordan Bickford will lead the contract revisions.

Action Taken: Chair Sloan opened the floor for questions. Sloan inquired about the status of the Kansas Department of Corrections project. McGee states that the agency is making changes at the leadership level and all expenditures and projects are on hold. There were no other questions or actions from the Board.

4. Grant Updates

In the provided packet, McGee included the initial reports from the Department of Commerce and Wichita State University, highlighting detailed quarterly information for the board's review. A new submission form has been provided to assist in reporting. Additionally, the Department of Revenue has submitted its final reimbursement request of \$600,000 for Assessment Connect, marking the completion of funding for that project.

Action Taken: Chair Sloan opened the floor for questions. There were no other questions or actions by the board.

5. Presentation by Veracity Consulting

Perry Henry, Senior Consultant of Veracity Consulting, and Paul Finster, Infrastructure Lead Consultant of Veracity Consulting provided a presentation to the board during the executive session.

Committee Reports

A. Finance/Banking/Accounting Committee – No Report.

B. Policy and Procedures Committee – No Report.

C. Personnel Committee – No Report.

Information Network of Kansas Board Meeting Minutes

Other Business

Chair Sloan asked if there was any other business to come before the Board before entering the executive session. Butler motioned for the Board to enter an executive session to include INK staff and attorney for 20 minutes to discuss matters concerning data relating to the financial affairs or trade secrets of the corporation, partnerships, trust, and individual proprietorship. As well as, to discuss matters relating to security measures to protect systems, facilities, or equipment used in communication services. Smith seconded the motion. The motion was approved by unanimous vote. The Board entered executive session at 10:42 a.m. The Board came out of executive session at 11:02 a.m.

Butler moved to extend the executive session for an additional 10 minutes. Smith seconded the motion. The motion was approved by unanimous vote. The Board entered executive session at 11:02 a.m. The Board came out of executive session at 11:12 a.m.

Adjournment

With no further action for the Board to consider, Chair Sloan adjourned the meeting at 11:13 a.m.

Submitted by:

Dusti Cerca
Chief Executive Administrator