



Executive Director Report

For Months Ending: September 2013

Board Calendar

1-Jan-13	5-Feb-13	5-Mar-13
Grant Committee Report and Board Approvals	Financial Audit Statement of Work Review and Approval	Quarterly Financials Review
Finance Committee Meeting	Contractual Audit Statement of Work Review and Approval	Finance Committee Meeting
	Finance Committee Report - 4th Quarter	
2-Apr-13	7-May-13	4-Jun-13
Initiate Strategic Business Planning, if applicable	Legislative Review Report	ED Contract Approval
Finance Committee Meeting	ED Contract Review	Grant Review Committee Meeting
Quarterly Portal Security Audit Scan Results	Finance Committee Report - 1st Quarter	Quarterly Financials Review
Financial/Contractual Audit Stmt of Work Review	Financial Audit Begin	Finance Committee Meeting
2-Jul-13	6-Aug-13	3-Sep-13
Grant Committee Report and Board Approvals	No Meeting	Contractual Audit Begin
Board Membership Review, if applicable		Strategic Business Planning Review
Contractual Audit Statement of Work Review		Quarterly Financials Review
Finance Committee Meeting		Finance Committee Report 2nd Quarter
1-Oct-13	1-Nov 13	5-Dec-13
Officer Nominating Committee	Board Officer Election Subcommittee	Board Officer Election
Quarterly Portal Security Audit Scan Results	Finance Committee Report - 3rd Quarter	Strategic Business Planning Approval, if applicable
Initiate Annual Business Planning		KIC/INK Business Plan Review and Approval
Finance Committee Meeting		INK Budget Review and Approval
		Grant Review Committee Meeting
		Finance 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.

2013 Strategic Goals

- Access, Value: Establish three cross-agency collaboration efforts.
- Access, Value: Complete the Kansas Business Center data integration initiative with appropriate entities.
- Access, Value: Implement expanded data sharing with seven government entities.

Annual Business Plan

Strategy	Tactics	Complete	In Progress	On Target %	Canceled	Delayed (This Year)	Postponed (Next Year)	New
Strategy 1	4	1	2	75%	0	0	0	0
Strategy 2	11	2	4	55%	0	4	0	0
Strategy 3	15	5	8	87%	1	1	0	0
Strategy 4	2	0	2	100%	0	0	0	0
Strategy 5	2	0	2	100%	0	0	0	0
Strategy 6	8	1	5	75%	1	1	0	0
Total	42	9	23	76%	2	6	0	0

Financial

Through June 2013

	Actual	Budget
Gross Portal Receipts	\$ 237,817,651	\$ 209,245,999
Client Cost of Receipts	\$ 234,681,364	\$ 208,564,588
Portal Net Revenue	\$3,246,909	\$4,201,701
INK Expenses	\$276,512	\$356,257
INK Net Revenue	\$494,542	\$485,925
INK Grants	\$39,809	\$269,337

Existing State Entity Grants:

*changes are highlighted

Kansas Partnership for Accessible Technology

Amount Requested: \$160,000

Total Expended: \$80,106

Remaining Balance: \$79,894

Nature of Request: Accessibility Measurement Tool and Closed Captioning

- Status: Ongoing
- \$11,809 expended April 12, 2012 for modification/configuration requirements to meet Kansas needs. Password functionality and KS password schema and creation of inventory by file type of state agency websites.

Kansas Department of Administration: Data Sharing Study

Amount Requested: \$145,000

Total Expended: \$50,777.16

Remaining Balance: \$94,222.84

Nature of Request: To determine the barriers, social and mechanical, for data sharing activities across the enterprise

Status: On-going

Kansas State Historical Society

Amount Requested: \$100,000

Total Expended: \$0

Remaining Balance: \$100,000

Nature of Request: Application development of public access to the Kansas Enterprise Electronic Preservation (KEEP)

Status: Active

Original Grant End Date: May 2013

Received request for 6 month extension

6 Month Extension Approved July 2013

INK Initiatives:

2012 Financial and Contractual Audit

- Field work began June 10.
- 2012 Financial and Contractual Audits have been completed.

UMB ACH Disbursements

- I approve all ACH inbound and outbound transfers generated by the NIC payment engine versions 1.5 and 2.x. In addition, I approve all transfers from the CoreFirst accounts.
- I have performed a training session with the Finance Committee on how this is performed. In addition, I have provided a manual detailing the steps for performing the UMB ACH approvals.

Portfolio Analysis Value Statement (PAVS) Analysis

- Agency input is still vital to understand the population of users for particular applications. This information assists with assessing the type, quantity and amount of INK and KIC investment which should be allocated.
- Discussions have begun during the Executive Director meetings to determine best methods for establishing discussions with INK subscribers. Goals include understanding better who are customers are and what data/service may be desired to increase profitability and expand their business.

Application Analysis on the INK Avamar Server

- Continue to work with KIC/NIC to streamline the volume and method of delivery for portal application information to the Avamar server.
- At the request of NIC, a secondary VPN has been established with the Texas backup facility. The purpose is to speed the backup process by having simultaneous transmission from both the Virginia and Texas facilities. Because of the volume of information, when the data was coming from one facility, the timeline to update was beyond the window to do so and was not completing entirely.
- The Avamar is recovered by INK in an INK environment once per year.
- We will be scheduling a recovery of the Avamar in the fall.

Performance Committee

- The RFP and Performance committee meetings have been permanently postponed per the request of SOS.

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 CITO.)

- Did not meet in August or September. Received notification of appointment of Jay Kim by the Governor's office. I don't have any further background on him. This is a hopeful sign of progress toward an eventual convening of the Council.

ITAB: (Agency CIOs and senior managers of state information technology organizations along with representatives of private industry and local units of government. Meetings typically draw additional attendance from technical specialists, business unit managers, and legislative liaison staff, interested in the discussions of technology issues or special issue-oriented presentations. Meeting monthly, its agendas span the range of information technology issues: Internet Utilization, State Contract Development, Information Technology presentations, and the developing Statewide Technical Architecture. ITAB is chaired by the Executive Branch CITO)

- Met August 20.
- Anthony announced the retirement of John Carey Brown. Carey has been with the state for more than 40 years.
- Anthony talked about the discussion forums and the usefulness of open conversation. James Adams of KIC was selected as one of the forum leaders. The different forums include;
 - Project Management, Database Administration, Web Development, IT Disaster Recovery, Mobile Application Development, and Email Administration
- Mr. Dreiling gave an overview of the new Service Desk ticketing system. A Remedy representative participated via teleconference and provided a demonstration of the software
- OITS has purchased Vmware IT Business Management tool to manage agency billing. ITBM will provide cost modeling tools and greater transparency for agencies to review OITS billing, provide quicker turnaround time and will combine OITS services into a single bill.

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))

- Met August 8.
- Subcommittee selected to review the ITEC State Security Policy gave an update on their progress. This policy was designed to provide a baseline of security requirements for the enterprise. I volunteered to be a part of the subcommittee.
- Updated committee of meeting with Mr. Byers and his desire to establish the baseline requirements that would be acceptable and attainable by the smaller agencies with minimal staffing and expertise, but yet providing adequate security for the enterprise.

Agencies with higher levels of security requirements would need to develop their own policies which would include higher security requirements as required by particular types of data or federal requirements.

- The committee for Cyber Awareness Month provided their update. Although little movement has occurred since last meeting, I volunteered the state's home page for providing greater public awareness. The chair of the committee said that she had been in contact with Ms. Gordon.
- Currently working with Mr. Byers to establish a payment method for local and county entities to purchase SSL certificates using the state negotiated pricing. A payment processing contract template has been sent for his review.

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 August.
- Next meeting is scheduled for October 8, 2013.

Geographical Information Systems (GIS) Policy Board (The Kansas GIS Policy Board is responsible for the development of standards, strategies, and policies that emphasize cooperation and coordination among agencies, organizations, and government entities in order to maximize the cost effectiveness of GIS by creating public and private partnerships throughout Kansas. The board, consisting of 23 members from state and local government agencies as well as public, private, and academic interests, provides review, coordination and recommendations for GIS programs and investments. Currently partnerships, within and among levels of government and private entities, provide the basis for assigning roles and responsibilities for the development and maintenance of data themes. The board is chaired by Tracy Streeter the Director of the Water Office and co-chaired by the Executive Branch CITO)

- Did not meet in August.

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 August 28th.
- Discussed Entrust contract and possibility of utilization. Ms. Goff (SOS Staff attorney) contacted Entrust to perform an introductory meeting and briefly discussed high level capability.
- Entrust has been invited to attend the October 11th meeting to discuss their capabilities, pricing and functionality with the group.

Office of Information Technology (OITS)

- I and Gordon Landsford of KCJIS met with Anthony to discuss the assignment of both of our FTEs to OITS from Dept. of Administration.
- The change will have no effect on reporting structure or compensation. This is viewed as a bookkeeping move to accommodate the use of state benefits and compensation issuance.

Follow up items:

August 2013 Meeting

- **Send Gary the template of the nomination letter: COMPLETED**
- **Move KBC discussion to September: COMPLETED**