
Information Network of Kansas Board Meeting Minutes

March 2018 Board Meeting March 6, 2018

Opening

A meeting of the INK Board was called to order at 10:05 a.m. Tuesday, March 6, 2018 at 700 SW Harrison, 2nd Floor Conference Room, Topeka, Kansas by Eric Rucker, representing the Secretary of State, with the following members present:

Lana Gordon, Secretary of Labor

Matt Billingsley, representing the Secretary of Revenue

Gregg Wamsley, representing the Kansas Library Association

Donna Shelite, Interim Chief Information Technology Officer, Executive Branch

Aaron Kite, representing the Kansas Bar Association

Others Present

Duncan Friend of the Information Network of Kansas, Inc.; Nolan Jones, Ashley Gordon, and James Adams, Kansas Information Consortium, LLC. Glen Yancey, Chief Information Officer at Kansas Department of Health and Environment (KDHE). Tim Melton, Ted Pibil, and Jason Carian from OpenGov; Kathy Sachs of Kansas Secretary of State.

Consent Agenda

Friend presented a revised agenda for the meeting from the one originally sent out, modified only to include the following contracts for approval on the consent agenda along with the February 2018 INK Board minutes and the February 2018 Network Manager Report: Kansas Board of Accountancy and Kansas Board of Veterinary Examiners (license renewal applications); Kansas Board of Hearing Aid Examiners (KanPay); Kansas Water Office (Event registration); Finney County Treasurer (KanPay Counter); Harvey County Driver's License Station (add over-the-counter service).

Action Taken: Motion made to approve the Consent Agenda in its entirety by Billingsley, seconded by Wamsley. Approved unanimously.

Action Agenda

1. **Grant Request: Donna Shelite, Interim Chief Information Technology Officer Presentation by OpenGov Transparency Software**

Yancey opened the discussion by referencing the Governor's Office Executive Order 18-07 which is about evaluating and measuring government performance. It contains timelines for state agencies and cabinet organizations in this area. The grant proposal would be to work with OpenGov. They are a National Association of State Chief Information Officers (NASCIO) contract vendor, meaning they have a preapproved contract that the State of Kansas can use. Yancey noted that OpenGov was currently working in some other states.

Jason Carian, Tim Melton, and Ted Pibil with OpenGov then gave a presentation on OpenGov Transparency Software. *<See slides / presentation attached. It is missing some images which were also missing from presentation due to technical issues. A product demo also occurred live as part of the presentation.>*

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Discussion: Rucker asked how the determination was made about performance being “on target / on track”. Carian responded this would be set internally and agreed it was more of a self-assessment. Yancey commented that he liked the ability to create these story board use cases that helped make it more understandable to citizens, especially given the wide variation in the types of performance measures used in different government agencies and programs. Rucker asked about OpenGov’s experience with school districts and OpenGov showed an example of their work in Ohio. Sachs noted that she felt it would increase Kansas Open Records Requests because of the increase in information and wondered if there was a component to make a KORA request easier. The OpenGov representatives talked about the “Ask a Question” feature and a tour they did in West Virginia to educate the press about the operation of their transparency portal there. Friend then provided the Board background that KanView, a website put up as part of the Kansas Taxpayer Transparency Act, was still in place and parts were hosted by INK and by the Department of Administration. He noted that the functionality was much more limited than what was contemplated here. He also mentioned that they should be aware that there was a Public Financial Transparency Board established in statute that might be helpful to them.

Yancey handed out a draft grant request for the Kansas Government Performance Transparency Portal. He anticipated that they would be asking INK to fund two years of licensing. The intent was to leverage this for the Kansas.gov portal to be the “go-to” website for information about transparency in Kansas Government. Yancey would get with Shelite and Friend to finalize the grant proposal request. The initial project financial dashboard would start about the first of April and be concluded by the first of August. The state resource commitment to the project would include a project manager, executive sponsor, business analyst, and data analyst. Shelite stated that the process to put the application in place is fairly simple as it is already built, it would just involve uploading the data. Friend then explained the normal “next steps” for grant evaluation to the Board members, including the role of the grant subcommittee.

Rucker called for additional comments by the Board and there were none. He then noted, explaining that he did not want it to be taken the wrong way, that they had been attempting to try to bring Kansas government together in an initiative of both the Governor and the Kansas Secretary of State to create Business Form Finder as part of Kansas Business Center - work that had been a priority longer than anyone on the board currently, going back over 20 years. He asked for a written document and a timeline commitment from OITS and others on how they would assist the Secretary of State’s office in getting agencies to get their forms in and tested. Yancey said he needed to get up to speed and referenced a technical architecture committee review. Shelite indicated she had given the go-ahead to approve things and Yancey said the head of the committee indicated to him that all the findings had been addressed. There was further discussion about the history and functionality of Business Form Finder as well as next steps. Rucker felt like it sounded like everyone was on the same track and that the discussion was incredibly positive – he wanted to make sure that people understood that, while there was a sense of urgency, it was not a new conversation being had with agencies. Sachs suggested that she get together with Yancey and Shelite to discuss this in greater detail shortly.

Rucker asked for additional comments. Sachs stated that in her experience the grant committee traditionally did not fund ongoing maintenance. So, there is usually something explicit in the grant proposal that addresses that – how long they are asking for, as they don’t normally support it ongoing. Shelite thought that over time agencies would see the value and help fund. Sachs asked if a motion was needed. Rucker said he thought it could be necessary because this is outside the normal grant period.

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In polling the members, Gordon wasn't sure she should vote as it benefits her agency. Rucker offered that he would make an executive decision and, absent any objection, have Sachs be the Board representative to the committee and refer this to the committee asking Friend to convene them and review the submission. Then, once the committee has met, the Board can decide if they want to entertain the grant request. There were no additional comments.

Action Taken: None.

2. **4th Quarter 2017 INK Financial Statements** (*Wamsley*)

Wamsley stated that the financial statements and active statement look good except for the supplemental information budget compared to actual. There is a lot of things that don't sync up. Friend explained that he understood this was a result of a mismatch in the translation between the service codes used by KIC and the individual account codes used by INK or reporting – this is a periodic issue that persists even from Jim Hollingsworth's time. He would work with KIC as part of the upload of the 2018 budget to sync this up and get a process in place going forward.

Action Taken: Motion made to approval the 4th Quarter 2017 INK Financial Statements by Wamsley, seconded by Secretary Gordon. Approved unanimously.

3. **Network Manager Report** (*Jones*)

Jones reported on several activities: The posters to advertise WebFile were coming along well and Jones noted that Wamsley had been kind to do a letter attached to the posters going out to libraries; KIC had done a STEM event with NIC corporate for the Girl Scouts; The development staff is hard at work on Webfile for the next year; KIC is actively working on transitioning from WorldPay to First Data for payment processing. The process is going well and has been piloted. This will be no disruption to the agency; Jones also indicated he was heading to Denver the following week to attend the AMVA Law and Policy Institute meeting – KDOR is also sending staff. The topics include autonomous vehicles and digital drivers' licenses. Finally, the invitations for the Big Idea event on April 6th have gone out.

Rucker has a question about pie chart on the calls coming in by agency and asked that KIC provide the number of actual calls as they break out by line application agencies. Ashley Gordon said she would start including them.

Action Taken: None.

4. **Services from Other States of Interest of Kansas** - (*Jones*)

Jones noted that the starting point for this is always what agencies need, not what he wants to sell. He indicated that he had been talking with KDOR on a system that Oklahoma uses that could help them. He is watching the legislation re: online driver's license renewals which a number of states have and Nebraska – a NIC state - has done a really nice job. So, they would look to “steal” all they can out of that portal and how they are doing it. He is also meeting with KDOR on a service of help to people with “Real ID” expedite service. He closed by discussing park passes. Kansas is still a “sticker” state which has a lot of merit, but there are some good solutions as people are looking to get them on their phones. He believed he could offer pretty it quickly if the State is interested.

Action Taken: None.

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5. **INK Payment Processing Overview - (Jones)**

Jones stated that he wanted to address this as it was such a big part of the business the Board does. He talked about the unique needs of government in this area, needing more reporting and to split money many ways. He continued saying that INK is serving “somewhere north of 250 organizations” in this area. One of their big strengths are that they have solutions for very small to very large organizations. Another of their strengths is that they only deal with government on payment processing – he also feels like they provide very good customer service. As for weaknesses, he recognizes that they are not the cheapest - which is where the customer services comes in. If people are shopping just for cost, they will almost never be the cheapest. However, when a citizen is complaining or an agency has a wire transfer, they are working directly with them, not some distant help desk. He did think there is always room for improvement. One thing that they recently did is citizen engagement where they sat them down and showed them KanPay, which showed it was too confusing there was too much language in there that could be simplified. They are trying to be more flexible.

Another thing they are doing is working closely with Idaho to follow some of the payment initiatives they are undertaking. He explained a case where they could text out a request for payment to a customer without needing to collect PII. Another area would be to take payment out in the field, within certain limits, even without an Internet connection.

Action Taken: None.

6. **Kansas Business Center Update - (Friend/Sachs)**

The Board agreed that this had been sufficiently covered during the discussion under the first agenda item regarding the grant request from OITS.

Action Taken: None.

7. **New Business**

Friend wanted to let the Board that INK had recently begun filing a “zero dollar” federal tax return. He had been investigating whether this was needed or not. Based on his research so far, this had been considered very early on in INK’s history – the official name of INK is the Information Network of Kansas, Inc. and INK does have a different FEIN than the state. However, what appeared to have happened as there were no filings until there was an attempt reactivate it to begin to do withholding for Jim Hollingsworth to move his benefits and be paid outside the state system. It appears to him it is not required – there is no tax paid and it costs \$300 to do.

The last item was that there was a bill in the Legislature to adjust the membership of the state’s Information Technology Executive Council (ITEC) that removes the Network Manager as a member. Shelite explained more about the bill – it had passed the House. It was the Board’s sentiment that they should be represented on ITEC.

11:54 am - The Board broke for lunch.

12:15 pm - The Board returned for lunch.

Action Taken: None.

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Action Taken: Billingsley moved to adjourn meeting, seconded by Wamsley. Motion passes unanimously.

Adjournment

Meeting adjourned at 12:15 p.m. The next INK board meeting will be held at 10:00 a.m. on April 3, 2018, at 700 SW Harrison, 2nd Floor Executive Conference Room, Topeka, Kansas.

Minutes submitted by: Nikki Reed/Duncan Friend