The June 4, 2013 meeting was conducted in the KDOT Office, 700 SW Harrison, 2nd Floor, Topeka, KS 66603. At 10:05 a.m. Chairman Kevin Cronister called the meeting to order.

Board members and proxy present: Gary Landeck, Joe Connor, Kevin Cronister, Duncan Friend, Kathy Sachs, Anthony Schlinsog, Dennis Slimmer. Others present: INK’s Executive Director: Jim Hollingsworth; iMerge consultant, Jim Minihan; Phil Elwood of Goodell Stratton Edmonds & Palmer; Eric Rucker and Joel Davidson of Secretary of State, Shane Myers, Ashley Gordon, Wayne Dirks, and James Adams, of Kansas Information Consortium LLC.

Mr. Cronister introduced the Consent Agenda.

**Consent Agenda**

 April 2013 INK Board Minutes

 April 2013 Executive Director Report

 April 2013 Network Manager Report

**Service Requests**

No service requests during the month of April or May 2013.

**Contracts for Approval**

KDOR DMV Contract

KDOL Unemployment Contract

Mize Houser Engagement Contract

OITS Avamar Hosting MOU

**Over-the-Counter Contracts**

USD 362 Prairie View High (KPC)

USD 362 Prairie View Middle School (KPC)

USD 362 LaCygne Elementary (KPC)

USD 362 Parker Elementary (KPC)

USD 362 Fontana Elementary (KPC)

Riley County Public Works (KPC)

Riley County Clerk (KPC)

USD 453 Leavenworth Public Schools (KPC)

USD 415 Hiawatha Middle School (KPC)

USD 415 Hiawatha Elementary School (KPC)

USD 415 Hiawatha High School (KPC)

Public Health of Labette County (KPC)

**KanForm Contracts**

Riley County Public Works (KanForm)

Riley County Public Works (KanForm)

Jackson County Rural Water District #3 (KanForm)

Slimmer moved to accept the Consent Agenda. Seconded by Joe Connor; Motion Passed.

Hollingsworth read the UMB and CoreFirst Bank Resolution and Agreement. Sachs moved to accept the agreement. Seconded by Slimmer; motion passed.

Slimmer read the Finance Committee Report. In review, revenues are up, costs are up and profits are up. Net revenues are down due to spending money on professional services. Friend inquired as to the extent INK is outpacing what was originally believed to be taken in. Myers responded that they are below budget for the year.

Sachs provided an update on the status of the Kansas Business Center (KBC) project. Sachs advised that the center is on track to deliver phase one of the project by February of 2014. (See phase 1 goal below) The Secretary of State is in the process of creating an advisory committee to define the phase one requirements. Members of the advisory committee include key personnel from the states of Oregon and Nevada. Both states have recently won national awards for their business center projects so their input will be especially helpful in understanding what was done well and what could be improved. Additionally, Secretary of State Kobach has cultivated a partnership between the State of Kansas and MIT to assist in the development of the identity / single sign-on requirement of the new Business Center. Schlinsog advised he believed the scope of the project did not allow enough time for a February 2014 completion date.

The following questions were asked by Cronister and answered by Sachs: These questions were answered in the meeting and should be added to the minutes.

**1. What is the goal?**

Entrepreneurs will be able to easily identify and quickly complete transactions necessary to form a business in Kansas. Once formed, businesses will be able to refer to a single source to maintain their business and access filed documents related to their business. This should be accommodated through a federated id that can extended to use with non Kansas Business Center applications.

The system must make a distinction between the individual account and the entity account and allow authentication to connect new users to existing business entities. (Many to many relationship)

The system must accommodate batch filers by recognizing that many state filings will always be initiated by third-party software.

The approach to this redesign is a direct response to the Governor’s Economic Development Strategic Plan, his Twenty-five Information Technology Initiatives, and his Roadmap for Kansas.

**2. Why is the funding from INK but no control or input is being sought by the INK board?**

 The Secretary of State requested, and the board agreed to fund the Kansas Business Center project. The project was explained as a joint endeavor between the Secretary Kobach and Governor Brownback.

Day to day, the project is being managed between OITS and the Secretary of State, but board members have also been consulted and will be increasingly asked for input.

KDOR is also involved since they are central to the successful creation of the Kansas Business Center. Several other board members have been contacted to determine whether the system is being developed in a way that will meet the needs of their constituency.

Other key partners include Network Kansas and representatives of the user communities.

**3. How is this not part of the 2013 Business Plan?**

I’m not sure why this wasn’t included in the draft of the Business Plan submitted to the board since the project was in the approved budget.

**4. Is there another conflict in the development of a project that seems counter to existing in future offerings on the existing portal?**

For several years, the board has recognized the need for an improved Kansas Business Center. This project is in line with the statutory purpose of INK.

See below:

http://www.kslegislature.org/li\_2012/b2011\_12/statute/074\_000\_0000\_chapter/074\_093\_0000\_article/074\_093\_0002\_section/074\_093\_0002\_k/

Hollingsworth presented a letter from Matt Veatch, Kansas State Historical Society, requesting a 6-month extension on the $100,000 grant. No grant funds have been spent on the project at this time. A decision on the extension grant was deferred until the meeting in July. It was requested that a KSHS representative appear at the July meeting to present the request to the committee. In lieu of a personal appearance, a written letter explaining the circumstances is acceptable.

At 11:00 a.m., Connor moved the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to Joint Rule 5 of the Joint Rules of the Senate and House of Representatives and subsection (b) (13) of KSA 2000 Supp. 75-4319, as amended by Section 2 of Chapter 190 of 2001 Session Laws of Kansas, for the purpose of consultation with counsel with the following Non-board members present: Jim Hollingsworth, Phil Elwood, Shane Myers, Jim Minihan and James Adams for a period of 20 minutes. Seconded by Gary Landeck; motion passed.

At 11:20 a.m., Hollingsworth moved to recess for lunch. Seconded by Cronister; motion passed.

At 12:05 p.m., Kevin Cronister called the meeting to order.

Adams provided a demonstration of an iBooks Author e-book demonstration provided to the Kansas Wildlife, Parks and Tourism Department as an example of the tactics used to acquire more customers. Adams expressed his desire to rebuild the current portal from a mobile first philosophy. Schlinsog stated he wanted to make sure everyone was on the same page concerning the portal and the KBC. Myers advised the current plans are considered long-term (3-5 years) -- not for 2013.

It was decided to discuss the 2013 Business Plan at the July 9, 2013 meeting.

At 12:50, Cronister moved to form the Executive Director Review Committee consisting of Anthony Schlinsog, Kathy Sachs, Dennis Slimmer and Travis Rozean. Seconded by Dennis Slimmer; motion passed.

Shane Myers advised the committee that Pat Yancey has resigned his position as Director effective Tuesday, June 11, 2013. James Adams will fill in as Interim Director until a replacement is found.

At 12:55 p.m., Slimmer moved to adjourn the meeting. Seconded by Cronister; motion passed. The meeting was adjourned at 12:55 p.m.