

# AGENDA

Information Network of Kansas Inc.  
Board of Directors Meeting  
700 SW Harrison Topeka, Kansas 66603  
2<sup>nd</sup> Floor Conference Room  
Tuesday August 4th, 2015  
10:00am - 1:00pm CST

**Consent Agenda:** *Please NOTE: Any Board member may request an item be removed from this consent agenda and moved to the regular agenda for discussion.*

July 2015 INK Board Minutes  
July 2015 Executive Director Report  
July 2015 Network Manager Report

## Contracts for Approval

Development of the INK application for this service is at no cost to the government entities. These are fee services.

- **Corporation Service Company (UCC)** – Corporation Service Company requests an online service which will allow the customer to pay for receiving computer access to batch Corporation records under the Kansas Secretary of State.
- **Corporation Service Company (Corp Batch)** – Corporation Service Company requests an online service which will allow the customer to pay for receiving computer access to batch Corporate records under the Kansas Secretary of State.
- **Bankers Reporting Service, Inc. (UCC)** – Bankers Reporting Service, Inc. requests an online service which will allow the customer to pay for receiving computer access to batch Corporation records under the Kansas Secretary of State.
- **Kansas Sentencing Commission (KPC)** – Kansas Sentencing Commission requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment.
- **Kansas Sentencing Commission (KanForm)** – Kansas Sentencing Commission requests an online service for collecting data and payment processing of ACH and credit cards.
- **Shawnee County Parks & Recreation (KPC)** – Shawnee County Parks & Recreation requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment.
- **Shawnee County (KPO)** – Shawnee County requests an online service for collecting payment for chargeable services provided by Shawnee County.
- **Jefferson Co. RWD #12 (KPC)** – JFCO RWD #12 requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment.
- **Geary Co. Animal Shelter (KPC)** – GECO Animal Shelter requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment.

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## **Regular Agenda:**

- |  |                   |
|--|-------------------|
| <b>1. INK Financial and Contractual Audit</b>                            | <b>30 minutes</b> |
| <b>2. INK Board Website</b>  | <b>20 minutes</b> |
| <b>3. KBC Update</b>   | <b>30 minutes</b> |
| <b>4. PAVS Update</b>  | <b>30 minutes</b> |
| <b>5. Executive Session: Consultation with Counsel: Autogov Contract</b> | <b>30 minutes</b> |
| <b>6. Lunch</b>  | <b>15 minutes</b> |
| <b>7. New Business</b>   |                   |
| <b>8. Adjourn</b>  |                   |

**Next Meeting Scheduled for September 1st, 2015**

## **INK Board minutes**

**August 4, 2015**

Members present: Joe Connor, Chuck Knapp, Scott Hill, Tim Metz, Terry Holdren, Kathy Sachs. Other attendees included Phil Elwood, Goodell Stratton and Palmer, Ashley Gordon, Shane Myers, James Adams, Kansas Information Consortium, LLC., and Karen Linn, Berberich Trehan & Co.

Holdren called the meeting to order at 10:06AM.

Consent agenda approval: moved by Knapp, second by Hill. Motion passed.

### **2014 INK Financial and Contractual Audit**

Karen Linn of Berberich Trehan & Co. introduced the final draft copy of the report to the board of directors and the INK financial audit stating the statements are free of material misstatements and have issued an unmodified opinion. Linn stated the cooperation amongst the parties went very well.

Linn introduced the final draft copy of the agreed upon procedures audit stating the purpose of the audit is to test the compliance of the payment timing and transaction amount with the agreements executed with selected agencies. Linn stated that no issues were found with any of the confirmation reviews. Clark moved to accept the financial audit and agreed upon procedures audit. Hill seconded. Motion carried.

**INK Board Website** Hollingsworth introduced a new public website to provide information from the board of directors stating that this is the new product platform for customer websites. The new INK board website is <https://ink.kansas.gov>. Myers stated the site is also responsive and reacts to whatever device is accessing it. In addition, the site includes the common header and footer that exists across the portal to promote common look & feel. Hollingsworth stated the secure site associated with the board site will remain in the old format.

### **KBC Update**

Friend provided a recap of the progress. Requirements are scheduled to be completed by Sept. and phase one to be delivered at end of February. Have had a couple of meetings with the KIC programmers in the room to discuss design and navigation flow. Friend stated this has been very helpful. Knapp stated Sachs will be presenting to the state agency PIOs to discuss their participation with populating the "Form Finder" and applications listing. KIC will be developing the administrative site for PIOs to use in order to populate the form and application listing.

Hollingsworth asked Myers to share his expectation of the Sept INK meeting and what the board can expect. Myers stated the project scope document will be created together with a resource level requirement and finally a cost estimate to complete, based upon the

requirements. The estimate will also include target end date and the board would decide whether or not to fund.

Holdren asked if the board should expect a vote for funding in Sept. Myers suggested that the Sept meeting be a briefing of the project and give the board a week to digest the information and one week later hold a special meeting to vote on the funding. Sachs suggested the voting for funding could be performed over the phone or email.

Myers thanked the board for approving the extended maintenance window for the LDAP upgrade for seven hours. The upgrade prepares the single sign on for KDOR integration. Hollingsworth asked Adams to talk about the infrastructure changes. Adams stated the portal went from an older LDAP server to an environment of duplicate redundancy.

### **PAVS Update**

Hollingsworth stated the review of the applications with regard to the revenues generated compared to the cost to provide the service continues to be examined. We have selected a few applications in order to approach the agencies for a cost increase. The District Court Records Search application was selected and met with the Judicial Administrator and Judicial CITO. Hollingsworth stated the Judicial Administrator would prefer to socialize the idea to better understand what barriers may be in place for a price increase. Hollingsworth will contact OJA after a couple of weeks to discuss any issues they have identified. Hollingsworth stated the committee is also looking at other applications to increase in order to “raise all boats” and balance the application portfolio.

### **AutoGov Contract**

Sachs asked if there was a specific cost associated with the service. Hollingsworth stated each of the agencies would negotiate individually as each of the agency applications has uniquely specific requirements. Knapp stated the newly hired Exec Branch CITO should have input into the contract. Holdren expressed concern with the bandwidth available given the KBC initiative.

Hollingsworth stated he has negotiated with Autogov to provide test files in order to prove value. Hollingsworth stated it was the Sec. of State who introduced the company from work performed on the voter registration rolls. Hollingsworth agreed to discuss the contract with the newly hired Executive Branch CITO, focus on capturing a lower price for rural hospitals and report back to the board in September. The Autogov discussion was tabled until the Sept meeting.

### **Other Business**

Myers announced the release of the KDOL Incarceration Database and Victim Notification RFP. KIC and INK are actively creating a response which has a closure date of late August.

Meeting was adjourned at 12:40 PM.



# Executive Director Report

Submitted by Jim Hollingsworth  
INK Executive Director

For Month Ending: **July 2015**

## **2015 – 2017 Strategies**

Strategy 1	Increase Awareness of INK to citizens, agencies and businesses.
Strategy 2	Maintain Core Values.
Strategy 3	Unified Web/Digital strategy
Strategy 4	Diversifying Collaborative services
Strategy 5	Perform Portfolio Assessment to improve performance, enhance existing services and prioritize.
Strategy 6	Enterprise Account Management.

### **Documented System Outages:**

<u>Date</u>	<u>Reported Duration</u>	<u>Time Restored</u>
06/30/15	1 hour 6 minutes	1:05 am CST
07/09/15	1 hour 20 minutes	6:44 am CST
07/12/15	0 hour 38 minutes	8:31 am CST
07/25/15	0 hour 31 minutes	9:06 am CST

### **State Entity Grants:**

#### **Active Grants**

No active grants

#### **Completed Grants**

No completed grants

## **Strategy 1: Increase awareness of INK to citizens, agencies and businesses.**

### **State Participation**

**Information Technology Executive Council (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 July.**

**Information Technology Advisory Board (ITAB)** (Agency CIOs and senior managers of state information technology ITAB is chaired by the Executive Branch CITO)

- **Did not meet in July.**

**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))

- **Proofpoint presented to the council their solution's ability to connect to Open Office 365 and protect against email attack and detection. No action was taken by the council.**

**Kansas Partnership for Accessible Technology (KPAT)** (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)

- **Unable to attend July meeting.**

**Information Technology Identity Management Group (ITIMG)** (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 Kathy Sachs).

- **The group continues to work on review and edit current policy, statute and regulations to accommodate the recent implementation of the Entrust contract to provide digital certificates to the state.**
- **The expectation is to have all current Symantec certificates be completely swapped out for the Entrust certificates by the end of the year. Once accomplished, INK will no longer serve as the Registration Authority.**

**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.)

- **Did not meet in July.**

#### **Office of Judicial Administration**

- I received notification that I have been included in the OJA website rewrite as a member of the Infrastructure Committee.
- This is a multi-year project that encompasses both the eCourt system and the website redesign. I await the first meeting invitation. The first meeting is scheduled for August 2015

## **Strategy 2: Maintain core values.**

## **Strategy 3: Unified web/digital strategy**

### **INK Initiatives:**

#### **KBC Restricted Fund**

Amount Requested: \$500,000

Total Expended: **\$127,873**

Remaining Balance: **\$372,127**

- SOS provided copy of the initial requirements gathering for feedback from INK and KIC. Mr. Friend is scheduled to provide an update to the board at the July meeting.
- 

#### **KDWPT RFP**

- Mr. Myers was informed by email from state procurement that the RFP had concluded and that we were not selected. A 5 year contract was signed with the incumbent vendor.

#### **Avamar Updates**

- We are awaiting the recovery of our testing contractor. In order to provide level of recovery improvement, I wish to wait for our original testor.

#### **KDOL Incarceration Database and Victim Notification Project**

- The final copy of the RFP documentation was delivered to KDOL. KDOL will next add the state legal language required and will usher the RFP through the state procurement system.

#### **Strategy 4: Diversifying Collaborative services**

**Kansas Business Center (KBC):** Effort to increase customer efficiency by collecting applications and services into a single web destination for the purposes of opening, maintaining and closing a business in Kansas. (KSOS, KDOR, KDOL, Hollingsworth, Friend, Network Manager)

#### **Strategy 5: Perform Portfolio Assessment to improve performance, enhance existing services and prioritize.**

**Portfolio and Analysis Value Statements (PAVS):** Subcommittee of the INK board created to review<sup>2</sup> the application portfolio and provide efficiency and efficacy. (Hill, Landeck, Hollingsworth, Friend, Network Manager)

#### **Strategy 6: Enterprise Account Management.**

A portion of the long term strategy for the KBC is to develop and implement an account management tool for managing portal interactions.



## **INK Executive Director Board FY 2015 Meeting Follow Up Items:**

July: Include Autogov contract on August agenda. **Completed**

## **INK Executive Director 2016 Goal Tracking:**

APPROVED: July 2015

1. Provide monthly reporting on KICs efforts/progress on requested upgrades, projects and strategic initiatives.
2. In addition to written reports offer verbal comments at each Board meeting on items of significance or where challenges/progress has occurred.
3. Monitor compliance with the Network Manager contract to ensure objectives are met and initiatives are completed.
4. Re-establish and promote the grant application process to further the strategic initiatives or enterprise expansion of the organization.
5. Refine new board member orientation materials and continue to make progress on annual board member visits.
6. Seek new product opportunities within the mission of INK to expand offerings both on and off the portal in an effort to diversify revenues and ensure future profitability of the self-funded model
7. Annually identify and participate in at least one professional development opportunity.
8. Work with state CITO's to effectively communicate INK priorities, raise awareness of services and expand the enterprise approach to the portal.
9. Continue to support increased marketing activities through collaboration with the Network Manager
10. Monitor and collaboratively address retractions of applications from the portal especially among INK's largest subscribers to ensure a high level of customer satisfaction.



Information Network of Kansas  
Board of Directors

Kansas Information Consortium, LLC  
**General Manager's Report**

Month Ending July 31, 2015

**Inside**

Executive Summary	2
New Service Requests & Contracts for Approval	3
Deployment Summary	5
Applications Deployed	5
Project Change Requests Deployed	6
Products Deployed	7
In Development Summary	8
Applications in Development	9
Project Change Requests in Development	9
Projects on Hold	9
Products in Development	10
Support Statistics	11
Site Promotions	11
Marketing	12
Post Project Surveys	12

## Executive Summary

Kansas.gov is staying very busy and productive as the month of July is wrapping up.

- Kansas.gov Business Development Managers and Project Managers had a busy month! BDMs launched 4 products and PMs and 8 PCRs to both state and local government entities.
- Kansas.gov Business Development Managers secured a contract to provide payment processing services to Shawnee County via KanPay, The Payment Engine. Initial launch of this service is tentatively scheduled for fall 2015.
- Kansas.gov GM and DOM attended the semi-annual Kansas Department of Revenue Division of Vehicles Stakeholder Meeting on July 15, 2015. The meeting, hosted and organized by KDOR Division of Vehicles Director, Lisa Kaspar, is aimed at providing transparency and awareness of DOV initiatives. It also provides a platform for stakeholders to share relevant information with the group.

Please contact me if you have any questions at 785.296.7171 or via email at [smyers@egov.com](mailto:smyers@egov.com).

Respectfully submitted,

*Shane Myers*

Shane Myers, General Manager

## New Service Requests & Contracts for Approval

### Service Requests

No service requests during the month of July.

### Contracts for Approval

**Corporation Service Company (UCC)** – Corporation Service Company requests an online service which will allow the customer to pay for receiving computer access to batch Corporation records under the Kansas Secretary of State. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

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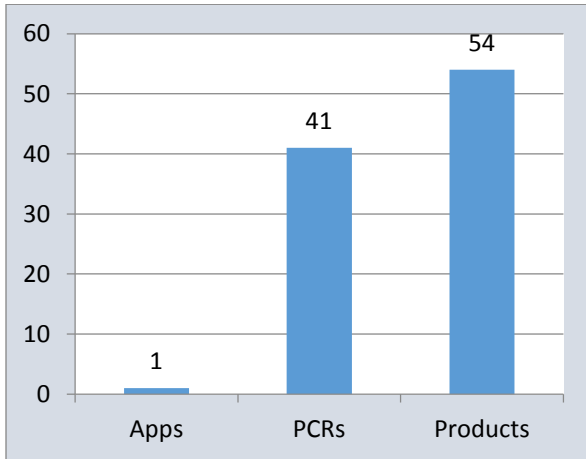
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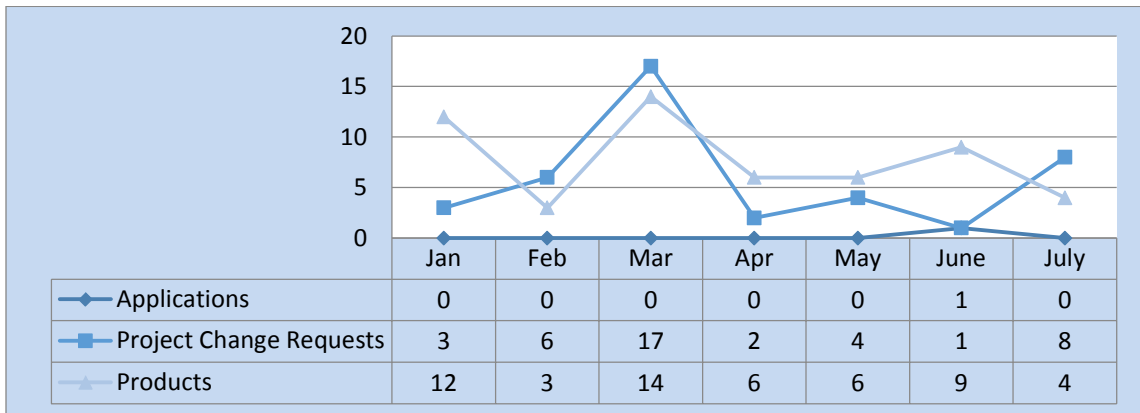
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## Deployment Summary

### Year-to-Date



### Monthly Deployments (since January 2015)



## Applications Deployed

Agency	Project Name	Deployment (Month)
KIC	MyKansas for Android Mobile Application	Jun-15

## Project Change Requests Deployed

Agency	Project Name	Deployment (Month)
KDOR	WebFile Homestead Claim 2014 Tax Year Update	Jan-15
KDOR	WebFile Income Tax Return 2014 Tax Year Update	Jan-15
KDOR	KBC Business Tax Registration Update Statutory Content	Jan-15
KCTA	Property Tax Add Year Round Feature	Feb-15
KIC	Kansas Business Center Application Content Update	Feb-15
KDOR	WebFile Income Tax Return Modify Help Content	Feb-15
KCTA	Property Tax 2015 Admin Enhancements	Feb-15
KREAB	Appraiser License Renewal 2015 Fee Updates	Feb-15
KSSBEO	Optometry License Portal 2015 Cycle Updates	Feb-15
KDOR	Title Lien and Registration Search (TLR) Upgrade Grails Version	Mar-15
KDOR	MVR Search Instant Access Upgrade Grails Version	Mar-15
BOTA	BOTA Search Suite Upgrade Grails Version	Mar-15
GEC	Ethics Opinion Search Upgrade Grails Version	Mar-15
KSBHA	Subscriber License Verification Upgrade Grails Version	Mar-15
KSBN	Nurse License Verification Upgrade Grails Version	Mar-15
KHP	Online Accident Reporting Update Grails Version	Mar-15
KDOA	KanView Upgrade Grails Version	Mar-15
KDWPT	Hunter Education Duplicate Cards Upgrade Grails Version	Mar-15
KSBEMS	Attendant License Renewal Upgrade Grails Version	Mar-15
KDA	Pesticide Product Registration Upgrade Grails Version	Mar-15
OJA	Court Records Wyandotte Legacy Upgrade Grails Version	Mar-15
OJA	District Court Record Search Upgrade Grails Version	Mar-15
KIC	KIC-Batch Plug-In Upgrade Grails Version	Mar-15
KIC	Portal Service Activity Feed Upgrade Grails Version	Mar-15
KBI	Limited Criminal History Search Upgrade Grails Version	Mar-15
KSSOS	TPE Direct Payment Processing Upgrade Grails Version	Mar-15
KSSOS	Corporate Name Change Add PL Filing Type	Apr-15
KSBN	Education Annual Report 2015 Cycle Updates	Apr-15
KBP	Pharmacy License Renewal 2015 Cycle updates	May-15
KBI	Amber Alerts Admin 2015 Updates	May-15
KDADS	HOC License Renewal 2015 Cycle Updates	May-15
KDOL	Incarceration Data Requirements Gathering	May-15
KREC	KREC License Renewal 2015 Updates	Jun-15
KDOR	DLR Subscriber Searches 2015 Updates	Jul-15
KDA	Seed Business Registration 2015 Updates	Jul-15
KDA	Pesticide Dealer Registration 2015 Updates	Jul-15
KIC	KanAccess 2015 Updates	Jul-15



KDOR	WebTags Receipt Information Change	Jul-15
BEMS	Attendant License Renewal 2015 Cycle Updates	Jul-15
KREC	License Verification 2015 Updates	Jul-15
KREC	License CEU Verification 2015 Updates	Jul-15

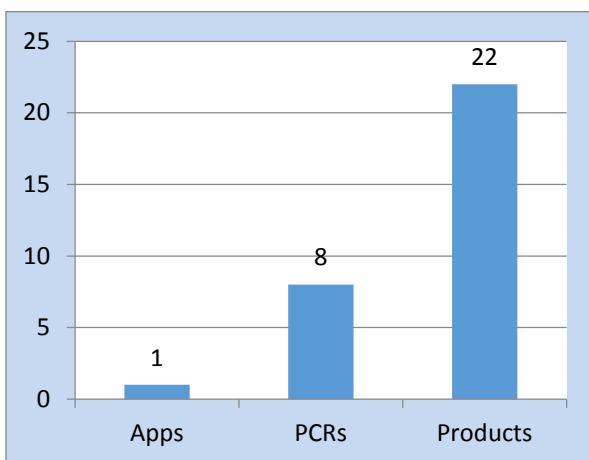
## Products Deployed

Agency	Project Name	Deployment (Month)
KDOC	KanForm: Rural Opportunities Conference Registration	Jan-15
KDOC	KanForm: Rural Opportunities Conference Sponsor Registration	Jan-15
USD330	KanPay Counter: USD 330 Mission Valley District Office	Jan-15
USD330	KanPay Counter: USD 330 Mission Valley Elementary	Jan-15
USD330	KanPay Counter: USD 330 Mission Valley High School	Jan-15
BNNRLIB	KanPay Counter: Bonner Springs Public Library	Jan-15
NWST	KanPay Counter: City of New Strawn	Jan-15
HMCOLIB	KanPay Counter: Hamilton County Library Donations ACH	Jan-15
KCC	KanPay Counter: Kansas Corporation Commission	Jan-15
ELKH	KanPay Counter: City of Elkhart	Jan-15
OVRB	KanPay Counter: City of Overbrook ACH & CC	Jan-15
OVRBPR	KanPay Counter: City of Overbrook Parks and Recreation ACH & CC	Jan-15
VLLF	KanPay Counter: City of Valley Falls	Feb-15
KSUWED14	KanPay Counter: KSU Wildcat Extension District #14	Feb-15
OVRBPR	KanPay Counter: City of Overbrook Parks and Recreation	Feb-15
CMRRLIB	KanPay Counter: City of Cimarron Library	Mar-15
CMRRLIB2	KanPay Counter: City of Cimarron Library Online	Mar-15
LNNV	KanPay Counter: City of Linn Valley	Mar-15
KCJIS	KanForm: 2015 Conference Registration	Mar-15
KCJIS	KanForm: 2015 Conference Vendor Registration	Mar-15
KUCRTORP	KanForm: TORP Conference	Mar-15
OGDN	KanPay Counter: City of Ogden	Mar-15
FRCORWD6	KanPay Counter: Franklin County RWD #6	Mar-15
FICOSD12	KanPay Counter: Finney County Sheriff- MVR	Mar-15
FICOSD13	KanPay Counter: Finney County Sheriff- Delinquent Tax	Mar-15
FICOSD14	KanPay Counter: Finney County Sheriff- CCH/Registered Offender	Mar-15
OVRB	KanPay Counter: City of Overbrook Cash	Mar-15
MRSVMC	KanPay Counter: City of Marysville Municipal Court	Mar-15
OSBC	KanPay: OSBC KSIMS	Mar-15
KREC	KanPay Counter: Kansas Real Estate Commission	Apr-15

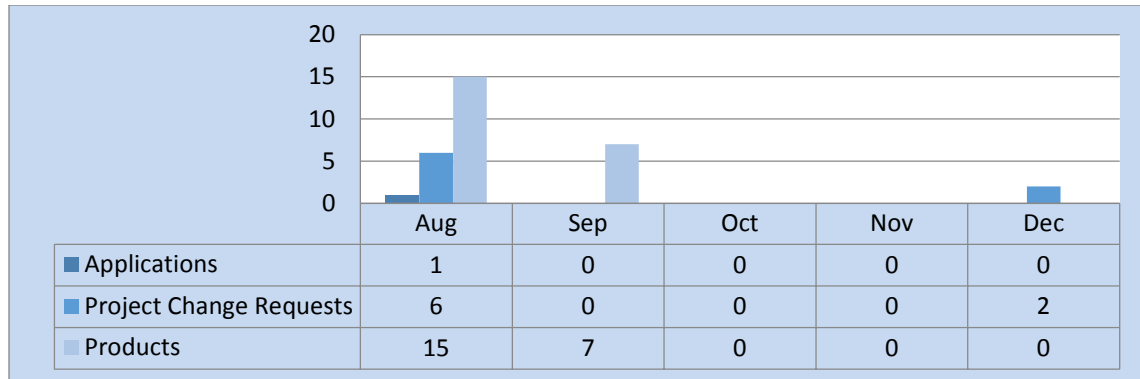
WOCO	KanPay Counter: Woodson County Treasurer	Apr-15
SFCOHD	KanPay Counter: Stafford County Health Department	Apr-15
PLCOEMS	KanPay Counter: Phillips County EMS	Apr-15
MEDELIB	KanPay Counter: Meade Public Library	Apr-15
MEDELIBDON	KanPay Counter: Meade Public Library Online Donations	Apr-15
MDSN	KanPay Counter: City of Madison	May-15
FICOFAIR	KanPay Counter: Finney County Fairgrounds	May-15
HLCM	KanPay counter: City of Holcomb	May-15
AGSTLIB	KanPay Counter: Augusta Public Library	May-15
KSA	KanForm: Kansas Sheriffs' Conference 2015	May-15
KSA	KanPay Counter: Kansas Sheriffs' Conference 2015	May-15
USD467	KanPay Counter: USD 467 Leoti/Wichita Co.	Jun-15
ADMR	KanPay Counter: City of Admire	Jun-15
USD303	KanPay Counter: USD 303 Ness City	Jun-15
USD501	KanPay Counter: USD 501 Chase Middle	Jun-15
JFCORWD12	KanPay Counter: Jefferson County RWD #12	Jun-15
STMR	KanPay Counter: City of St. Marys	Jun-15
USD509	KanPay Counter: USD 509 South Haven	Jun-15
USD360	KanPay Counter: USD 360 Caldwell	Jun-15
CFCORWD3	KanPay Counter: Coffey County RWD#3	Jun-15
ONGGOLF	KanPay Counter: City of Onaga Golf Course	Jul-15
GECOANIMAL	KanPay Counter: Geary County Animal Shelter	Jul-15
KUCRTORP	KanForm: KUCR TORP KGS CO2 Workshop 2015	Jul-15
KIC	KanSite: KIC Resource Center	Jul-15

## In-Development Summary

Through End of Year 2015



## Monthly Deployments (through end of year 2015)



## Applications in Development

Agency	Project Name	Scheduled Deploy (Month)	Schedule Variance Reason
KIC	Enterprise Account Management	Feb-16	

## Project Change Requests in Development

Agency	Project Name	Scheduled Deploy (Month)	Schedule Variance Reason
KDOR	Tax Payment Portal CCP Implementation	Aug-15	
KBI	Limited Criminal History Search Remove Cancel Button	Aug-15	
KDOR	DLR Interactive 2015 Updates	Aug-15	
KDADS	HOC License Renewal 2015 Cycle Updates	Aug-15	
KIC	KanForm: Integrate KanAccess	Aug-15	
BSRB	BSRB License Verification 2015 Updates	Aug-15	
KIC	MyKansas Mobile: Android Updates	Dec-15	
KSSOS	Lobbyist Registration CCP Implementation	Dec-15	

## Projects On-Hold

Agency	Project Name	On-Hold Date	On-Hold Reason
KSSOS	Nightly Corporations Batch Rewrite	Jul-14	Partner requested.

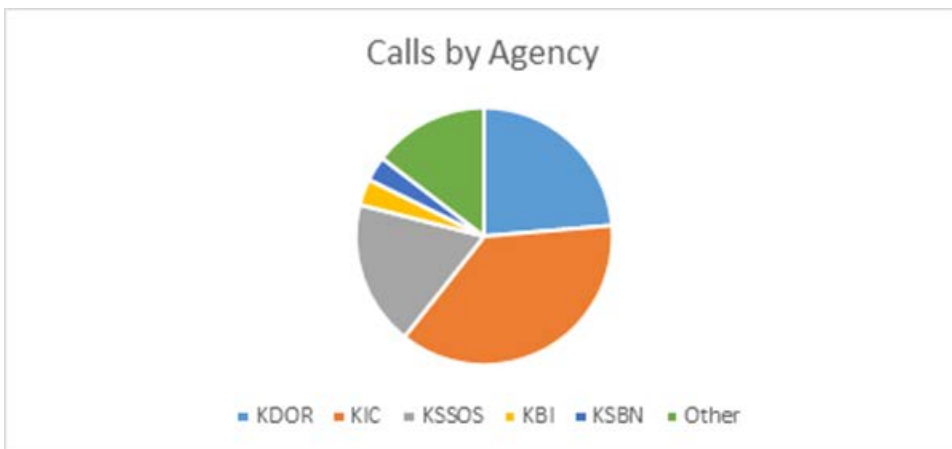
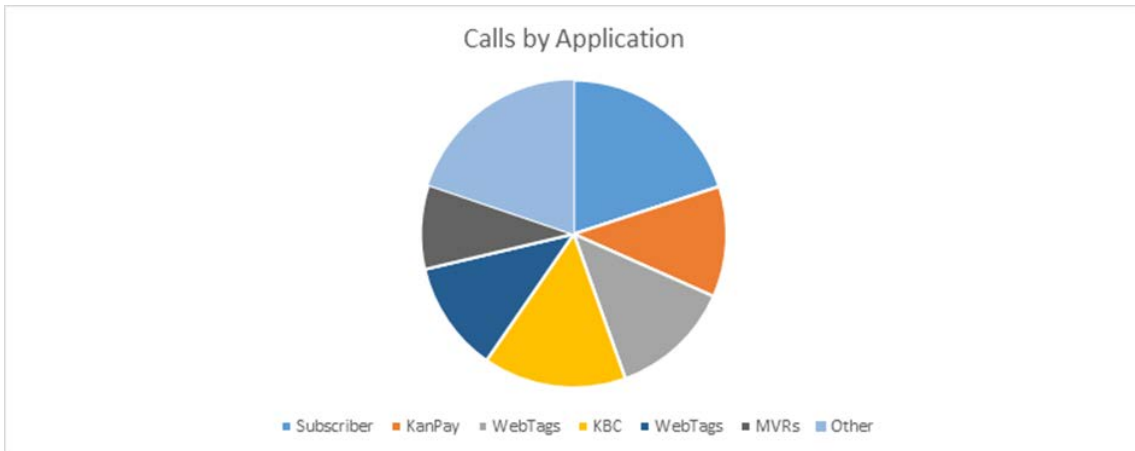
KSSOS	UCC Batch Rewrite	Jul-14	Partner requested.
KSSOS	Articles of Incorporation (AOI) Rewrite	May-15	Partner requested.

## Products in Development

Agency	Project Name	Scheduled Deploy (Month)
EURKLIB	KanPay Counter: City of Eureka Public Library	Aug-15
KSC	KanPay Counter: Kansas Sentencing Commission	Aug-15
KSC	KanForm: Kansas Sentencing Commission	Aug-15
SMTH	KanPay Counter: City of Smith Center	Aug-15
USD364	KanPay Counter: USD 364 Marysville	Aug-15
SNCORWD8	KanPay Counter: Shawnee County RWD 8	Aug-15
SNCO	KanPay Counter: Shawnee County Parks & Recreation	Aug-15
KSBN	KanPay Counter: KSBN	Aug-15
ELWD	KanPay Counter: City of Elwood	Aug-15
USD503	KanPay Counter: USD 503 Parsons High	Aug-15
USD503	KanPay Counter: USD 503 Parsons Middle	Aug-15
USD503	KanPay Counter: USD 503 Lincoln Elementary	Aug-15
USD503	KanPay Counter: USD 503 Garfield Elementary	Aug-15
USD503	KanPay Counter: USD 503 Guthridge Elementary	Aug-15
INK	KanSite: INK Public Website	Aug-15
LBRL	KanPay Counter: City of Liberal	Sep-15
KDOC	KanPay Counter: KDOC Boxing Commission	Sep-15
DCF	KanPay Counter: Department for Children and Families	Sep-15
KDOR	KanPay Counter: Driver Control Office	Sep-15
KDOR	KanPay Counter: Titles and Registrations	Sep-15
ATCORWD1	KanPay Counter: Atchison County RWD #1	Sep-15
SNCO	KanPay: Shawnee County Parks & Recreation	Sep-15

## Support Statistics

Summary of incoming phone calls from July 1 – July 23



## Site Promotions

The following site promotions were launched on Kansas.gov from July 1 – July 23, 2015.

Top Promoted Information
KDOC: 2015 NMED Week
KSDE: Summer Food Service Programs
KDOL: Overpayment Balance
KDHE: Public Health Notice: Blue Green Algae Blooms
KDHE: Public Health Notice: West Nile Virus

The below table summarizes the top 5 visited pages on Kansas.gov from July 1 – July 23, 2015.

Page	Page Views	Time on Page
------	------------	--------------

Business	17,520	1:59
Services	13,618	0:43
Government	6,664	1:26
Resident	6,545	1:32
Subscribers	4,568	1:57

## Marketing

The following promotions were launched on Kansas.gov social media sites from July 1 – July 23, 2015.

Agency	Service	Type	Description
N/A	Wichita Thriving in Business	Social Networking	Statewide Interest
KANSAS! Magazine	President Dwight D. Eisenhower	Social Networking	Statewide Interest
KDOC	Employment Opportunity	Social Networking	Statewide Interest
KDA	Picnic Prep	Social Networking	Statewide Interest
KABC	Compliance Checklist- Tobacco Retailers	Social Networking	Statewide Interest
N/A	Heat Advisory	Social Networking	Statewide Interest
KDA	2015 International Year of Soil	Social Networking	Statewide Interest
KVC	Kansas Volunteer Commission	Social Networking	Statewide Interest
KDOT	Child Heat Stroke Infographic	Social Networking	Statewide Interest

## Post Project Surveys

	Date collected	Treated respectfully by Kansas.gov staff	Understood the process your project was to go through	As involved in the process as you wanted to be	Kept informed of projects progress	Kansas.gov met their commitments to the project timelines	Quality of the product (application or Web site)	Timely responses of Kansas.gov staff to requests/messages	Kansas.gov staff demonstrated expert knowledge in web design and development	Comments
1. 25 <sup>th</sup> Judicial Dist. Youth Services – KPC	Jan 5	5	5	5	5	5	5	5	5	“System is very user friendly.”
2. City of New Strawn- KPC	Feb 11	5	5	5	5	5	5	5	5	N/A

<b>3. City of Elkhart – KPC</b>	Feb 8	5	5	5	5	5	5	5	5	N/A
<b>4. Mission Valley USD 330 – KPC</b>	Feb 11, 15	5	5	5	5	5	5	5	5	N/A
<b>5. City of Overbrook- KPC</b>	Feb 27	5	5	5	5	5	5	5	5	N/A
<b>6. City of Valley Falls- KPC</b>	Feb 27	5	5	5	5	5	5	5	5	Kansas.gov Staff listened and advised different avenues of using reports and integrating with the city's current utility program and accounting system. Very responsive to emails; all questions still being fielded!
<b>7. KDOR- Webfile Help Content Updates</b>	Mar 3	5	5	5	5	5	5	5	5	I appreciated the extra time Laura took to make sure the project got done timely and correctly. There were a couple of times I felt like we were going in circles and not getting the information updated after specific notification. Laura was a key player in making the WebFile 2015 Help Content Updates get completed as requested.
<b>8. KSU Wildcat Ext. Dist. 14 – KPC</b>	Mar 13	4	4	4	4	4	4	4	4	N/A
<b>9. Cimarron City Library –KPC</b>	Mar 17	5	5	5	5	5	5	5	5	N/A
<b>10. City of Marysville – KPC</b>	Mar 20	5	5	5	5	5	5	5	5	Jenna was excellent to work [sic] and very knowledgeable! She made sure we felt very comfortable during the entire process. I was impressed with the on-site training --- much better than just trying to do everything via phone.  THANK YOU for your service ☺
<b>11. KBI – KCJIS Conference Registration – KanForm</b>	Mar 20	5	4	4	4	4	3	4	4	The website could be a little more intuitive and up to date with a theme or graphics/fonts.
<b>12. City of Linn Valley – KPC</b>	Mar 23	5	4	5	4	5	5	4	5	N/A
<b>13. KBI – Limited Criminal History</b>	Mar 23	4	4	4	4	4	4	4	4	N/A
<b>14. Franklin Co. RWD #6- KPC</b>	Apr 6	5	5	5	5	5	5	5	5	N/A
<b>15. KREC- KPC</b>	Apr 23	5	5	5	5	5	5	5	5	N/A
<b>16. KDHE-KanForm</b>	May 1	5	5	5	5	5	5	5	5	Jenna Coates was wonderful to work with - she was always efficient and friendly....no matter how many emails I bombarded her with! Jeanine Morgan was also great! She was very pleasant as she walked me through the process of obtaining username and password. Another individual by the name of Sharon directed me to Jeanine and without her guidance I'd still be stuck! Thanks to you all!
<b>17. KDADS- License Renewal</b>	May 29	5	4	5	5	4	4	5	5	
<b>18. KBI – Amber Alert Admin</b>	June 4	5	5	5	5	5	5	5	5	Great work!

<b>19. USD 509 South Haven-KPC</b>	June 25	5	5	5	5	5	5	5	5	We are very pleased with the implementation of KanPay. Kansas.gov representatives have been a delight to work with.
<b>20. USD 467 Wichita County- KPC</b>	July 2	5	5	5	5	5	5	5	5	
<b>21. City of Admire - KPC</b>	July 11	5	5	5	5	5	5	5	5	Very good job in accomplishing our goals.
<b>22. KDA- Pesticide Dealer Reg.</b>	July 15	5	4	4	4	4	4	5	4	
<b>23. KDA- Seed Business Reg.</b>	July 15	5	5	4	5	4	4	5	4	
<b>24. USD 501 Chase-KPC</b>	July 20	5	5	5	5	5	5	5	5	Ms Jenna was a pleasure to work with. She made training very easy for me. She is very pleasant and helpful with what she does. Kuddos to the state for having such a nice young lady working for them. Sincerely. S. Trujillo
<b>25. KREC- License Renewal</b>	July 21	5	4	4	4	4	5	4	5	I was confused because I didn't realize at first that my request had to be split into three requests.
<b>Total</b>	25	123	118	119	118	118	118	120	120	
<b>Average</b>		4.92	4.72	4.76	4.76	4.76	4.76	4.80	4.80	





August 4<sup>th</sup>, 2015

Berberich Trahan & Co., P.A.  
3630 SW Burlingame Road  
Topeka, Kansas 66611-2050

In connection with your engagement to perform, in accordance with attestation standards established by the American Institute of Certified Public Accountants, specified agreed-upon procedures with respect to certain records and transactions of Information Network of Kansas, Inc. (INK) and Kansas Information Consortium, Inc. (KIC) for the year ended December 31, 2014 for the purpose of determining compliance with the contract between INK and KIC, we confirm to the best of our knowledge and belief, the following representations made to you during the course of your engagement:

1. We understand that we have the responsibility for compliance with the contract between INK and KIC and the selection of the criteria against which the contract is capable of being evaluated.
2. We understand that we have the responsibility for determining that such criteria are appropriate for our purposes.
3. There are no known matters contradicting compliance with the contract between INK and KIC or any communication from regulatory agencies affecting the compliance with the contract between INK and KIC.
4. We have made available to you all records and related data relevant to the subject matter and the agreed-upon procedures.
5. There has been no knowledge of fraud or suspected fraud affecting the entity involving:
  - a. Management,
  - b. Employees who have significant roles in the internal control, or
  - c. Others where fraud could have a material effect on the contract between INK and KIC.
6. We acknowledge our responsibility for the design and implementation of programs and controls to provide reasonable assurance that fraud is prevented and detected.

7. We have no knowledge of any allegations of fraud or suspected fraud affecting INK or KIC received in communications from employees, former employees, analysts, regulators or others.
8. We have responded fully to all inquiries made to us by you during your engagement.
9. During the course of your engagement you may have accumulated records containing data which should be reflected in our books and records. All such data have been so reflected. Accordingly, copies of such records in your possession are no longer needed by us.

Very truly yours,

INFORMATION NETWORK OF  
KANSAS, INC. AND KANSAS  
INFORMATION CONSORTIUM, INC.

---

James J. Hollingsworth  
Executive Director of INK

Date Signed \_\_\_\_\_

## **TEAMING AGREEMENT**

### **AutoGov, Inc. and Information Network of Kansas, Inc.**

This Teaming Agreement, hereinafter referred to as "Agreement", entered into and made effective on this \_\_\_\_\_ of June, 2015, by and between AutoGov, Inc., hereinafter referred to as "AUTOGOVS", and Information Network of Kansas, Inc., hereinafter referred to as "INK", to state the nature and extent of the Agreement between the Parties.

#### **Witnesseth**

**WHEREAS**, AUTOGOVS is engaged in the development and sale of data verification and analysis software services, program consulting, development, training, monitoring, and auditing of projects having data verification and analysis related purposes;

**WHEREAS**, INK provides electronic access to state, county, and local government information and services for the state of Kansas;

**WHEREAS**, AUTOGOVS and INK seek to increase government efficiency and efficacy by collaborating to align existing resources through utilization of innovative, information technology solutions;

**WHEREAS**, AUTOGOVS and INK are entering into this Agreement in order to establish the terms upon which INK will provide contractual support and promotional services, and AUTOGOVS will provide data support software and related services, to Customers who elect to participate ("Participating Customers") by entering into a Statement of Work which has been mutually agreed to by INK, AUTOGOVS and Participating Customers;

**NOW, THEREFORE**, in consideration of the premises and mutual covenants contained herein, AUTOGOVS and INK agree as follows:

**Appointment.** AUTOGOVS hereby appoints INK as an authorized non-exclusive independent representative contracted for the purposes of marketing and offering AUTOGOVS services.

**Relationship of the Parties.** This Agreement shall not create a legal partnership, joint venture, agency, employer/employee or similar relationship between AUTOGOVS and INK.

**ARTICLE I**  
**Obligations of INK**

**1.1 Support and Promotion.** During the term of this Agreement, INK shall provide AUTOGOVS with the following types of support and promotion activities:

**1.1.1. Introductory**

- i. Promotion in a news release announcing relationship;
- ii. Promotion at appropriate INK meetings;
- iii. Letter of endorsement.

**1.1.2. Ongoing**

- i. Promotional coverage in appropriate INK marketing materials;
- ii. Assistance in arranging and scheduling meetings with appropriate INK Customers;
- iii. Upon reasonable request of AUTOGOVS, personal letters to prospective Customers;
- iv. Reasonable support, such as inquiries and other correspondence, if appropriate, related to the marketing activities of INK;
- v. Serve as a contract vehicle for state of Kansas entities to access AutoGov services to the extent allowed by INK's mandate and formation statutes.

**ARTICLE II**  
**Obligations of AUTOGOVS**

**2.1 Compensation.** For any Statement of Work or other of AUTOGOVS's billable services sold or arranged by INK or AUTOGOVS in accordance with this Agreement, hereafter referred to as "Contract", INK shall be entitled to receive fifteen percent (15%), or as otherwise agreed, of Contract revenue for services paid by the Participating Customers to AUTOGOVS, for as long as the Participating Customers use AUTOGOVS's services. Within thirty (30) days of the close of each calendar month or quarter, in accordance with terms of Participating Customers Contract, AUTOGOVS shall pay to INK an amount equal to fifteen percent (15%), or as otherwise agreed, of revenues collected from Participating Customers; provided, however that no amount will be due and payable to INK until thirty (30) days from receipt of payment from contracted Participating Customers.

**2.2 Sales Reports.** Within thirty (30) days of the close of each calendar month, AUTOGOVS shall transmit a monthly reconciliation report to INK, which shall include the name of all current Participating Customers and total amount of fees invoiced and collected.

**2.3 Supply to Participating Customers.** AUTOGOVS shall maintain sufficient resources so as to be able to provide its products and services in accordance with the requirement of Participating Customers.

**2.5 Auditable Records.** AUTOGOVS shall maintain for the term of this Agreement, and for a period of at least three (3) years thereafter, books and records to allow INK to verify the correctness of the fees paid hereunder and the appropriateness of the charges to Participating Customers. AUTOGOVS shall make such books and records available at AUTOGOVS's headquarters during regular business hours, for audit by INK at INK's expense upon reasonable prior notice, or shall provide to INK copies of third party audits, upon request.

### **Article III Representations, Warranties and Covenants of INK**

**3.1 Corporate Existence and Authority.** INK represents and warrants to AUTOGOVS that:

3.1.1 INK is a body politic and corporate created by KSA 74-9301 et seq. INK is constituted as a public instrumentality and the exercise by INK of the authority and powers conferred by this act shall be deemed and held to be the performance of an essential governmental function.

3.1.2 INK has the power to execute, deliver and carry out the terms and provisions of this Agreement and other documents to be executed and delivered pursuant hereto. INK has taken all necessary action with respect thereto. This Agreement is valid and binding upon INK in accordance with its terms. INK has authority to make the representations and warranties as contained in this Agreement.

3.1.3 No Agency. INK is not authorized to make any contract, agreement, warranty or representation on behalf of AUTOGOVS or create any obligation, express or implied, on behalf of AUTOGOVS without first securing the written approval of AUTOGOVS.

### **Article IV Representations, Warranties and Covenants of AUTOGOVS**

**4.1 Corporate Existence and Authority.** AUTOGOVS represents and warrants to INK that:

4.1.1 AUTOGOVS is a corporation duly organized, validly existing in good standing under the laws of the State of Texas, and is authorized to do business in all other states and jurisdictions where the nature of the business transacted by it makes such qualification necessary.

4.1.2 AUTOGOVS has the power to execute, deliver and carry out the terms and provisions of this Agreement and other documents to be executed and delivered pursuant hereto. AUTOGOVS has taken all necessary action with respect thereto. This Agreement is valid and binding upon AUTOGOVS in accordance with its terms.

**4.2 Use of Trademarks and Trade Names.** AUTOGOV shall not use INK's name or logo without the express approval of INK during the term of this Agreement or after the termination of this Agreement. Likewise, INK shall not use AUTOGOV's name or logo without the express approval of AUTOGOV during the term of this Agreement or after the termination of this Agreement

## **Article V Indemnification and Insurance**

**5.1 Indemnity.** AUTOGOV and INK each agree to indemnify, defend and hold harmless the other and its affiliates, directors, trustees, employees and agents from any and all claims, demands, suits, actions, losses, damages and costs, including without limitation, any reasonable attorneys' fees or litigation expenses, which may be brought, made against or incurred by any of them on account of loss or damage caused by, arising out of or contributed to, in full or in part, by reasons of its breach of the terms of this Agreement. Further, AUTOGOV agrees to indemnify, defend and hold harmless INK and its employees and agents from any claims arising out of AUTOGOV's provision of goods or services to Participating Customers, regardless of whether such claims arise out of breach of contract, warranty or negligence. However, AUTOGOV's obligations under this Section 5.1 shall not extend to liability to the extent caused by the negligence or breach of contract or warranty by INK, Participating Customers, or their employees or agents.

**5.2 Insurance.** Without limiting its obligations under Section 5.1 above, AUTOGOV will maintain insurance in forms and with companies reasonably acceptable to INK in amounts of not less than \$1,000,000.00 per occurrence for liability and \$1,000,000 per occurrence for errors and omissions. All of AUTOGOV's insurance shall be primary and non-contributing with any insurance provided by INK or the Participating Customers. Upon request, AUTOGOV shall provide INK with certificates of insurance evidencing the required coverage.

## **Article VI Term and Termination**

**6.1 Term of this Agreement.** This Agreement shall continue for a period of three (3) years, unless terminated sooner pursuant to Section 6.2 below. Upon completion of the first three (3) year period, this Agreement will renew upon consent of the parties.

**6.2 Termination.** Either Party may terminate this Agreement without cause upon ninety (90) days prior written notice to the other Party. In addition, either Party may also terminate this Agreement for material breach of this Agreement that is not cured within thirty (30) days from receipt of a written notice describing the breach from the non-breaching Party. Automatic termination shall occur as specified in Section 7.7 (Medicare/Medicare Compliance).

**6.3 Survival.** Upon termination of this Agreement all obligations of each Party shall cease, except that the obligations in Section 2.1 (Compensation), Section 2.5 (Auditable Records), Section 4.2 (Use of Trademarks and Trade Names), and Section 5.1 (Indemnification) shall survive the termination of this Agreement. However, expiration or termination of this Agreement shall not cause termination of Participating Customer Contracts issued thereunder.

## **Article VII**

### **General**

**7.1 Proposal Review.** INK is not authorized to extend any warranty or guarantee, or to make representations or claims with respect to AUTOGOVS software and other services, or pricing of such, without express written authorization from AUTOGOVS. INK shall provide AUTOGOVS the opportunity to review and approve all sales or pricing proposals or contracts, prior to submission to any third party.

**7.2 No Assignment.** Neither Party may assign or delegate its obligations under this Agreement to any other without the express written consent of the other Party hereto. Consent shall not be unreasonably withheld.

**7.3 Third Party Beneficiaries.** Each of the Participating Customers is a third party beneficiary of this Agreement.

**7.4 Applicable Law.** Each Party shall comply with all applicable federal, state or local laws, regulations, or ordinances in effect or hereafter adopted. This Agreement shall be governed by and construed and interpreted in accordance with the substantive laws of the State of Kansas.

**7.5 Expenses.** Unless otherwise set forth in an Attachment to this Agreement, each Party shall bear all its expenses incurred in connection with this Agreement. Neither Party shall have any right to reimbursement or to compensation of any kind from the other in connection with this Agreement and the activities pursued thereunder.

**7.6 Notices.** Any notices required or permitted hereunder shall be sufficiently given if sent by facsimile transmission or by registered or certified mail, addressed as follows or to such other address as such Party may advise the other in writing:

**To INK:**  
Information Network of Kansas, Inc.  
300 Southwest 8<sup>th</sup> Ave  
Topeka, KS 66603  
Attention: Jim Hollingsworth

**To AUTOGOV:**  
AUTOGOV, Inc.  
P. O. Box 660675 #42666  
Dallas, TX 75266-0675  
Attention: Chief Executive Officer  
With a copy to: General Counsel

**7.7 Medicare/Medicaid Compliance Provision.** AUTOGOV hereby represents and warrants that AUTOGOV is not and at no time has been excluded from participation in any federally funded health care program, including Medicare and Medicaid (“Federal Program”) and no person or entity affiliated with AUTOGOV is or has been excluded from participation in any Federal Program as a result of actions by AUTOGOV. AUTOGOV hereby agrees to immediately notify INK of any such actual or proposed exclusion from any Federal Program. In the event AUTOGOV or any such affiliate is excluded from participation in any Federal Program during the term of this Agreement, this Agreement shall, as of the effective date of such exclusion, automatically terminate.

**7.8 Severability.** If any provision hereof is determined by a court to be void or illegal, the remaining portions of this Agreement shall remain in full force and the illegal or void provision shall be treated as though it did not exist.

**7.9 Non-waiver.** Failure of either Party to insist upon strict performance of this Agreement shall not constitute a waiver of the right to enforce performance or compliance on a future occasion. No waiver or amendment of this Agreement shall be binding unless in writing and signed by both parties hereto.

**7.10 Covenant of Non-Competition.** During the term of this Agreement, INK shall not compete directly or indirectly with services currently provided by AUTOGOV, whether as employee, agent, consultant or through participation and the like with operations or businesses in which AUTOGOV is engaged. In particular and without limitation, INK shall not engage in the field of data verification and analysis software service.

**7.11 Inventions, Patents, and Copyrights.** All trade secrets, inventions, trademarks, patents, copyrights, and any and all intellectual property resulting from work of AUTOGOV’s employees or contractors, as the case may be, shall belong exclusively to AUTOGOV.

**7.12 Conflict of Interest.** INK is bound to protect AUTOGOV’s best interests during the term of this Agreement. INK shall notify AUTOGOV of any possible or potential conflict of interest that may result from other activities and shall commence such other activities only after written approval of AUTOGOV, which may not be unreasonably withheld.



**7.13 Covenant of Nondisclosure.** INK shall not, at any time during or after the term of this Agreement, in any manner, either directly or indirectly, divulge, disclose, or communicate to any person, firm, corporation or other entity, or use for his own benefit or for the benefit of any other person, firm, corporation or other entity, and not for the benefit of AUTOGO, any information acquired from the AUTOGO or its affiliates, without the express prior written consent of an authorized executive officer of AUTOGO.

**7.14 Disputes.** Disputes under this Agreement shall be first resolved by attempted negotiation between the Parties. In the event such negotiation is unsuccessful, the Parties agree to attempt resolution through Arbitration, under the rules of the American Arbitration Association. In the event such Arbitration is unsuccessful, the parties agree to submit their dispute to the jurisdiction of the Kansas Court of Administrative Appeals. In the event that litigation results from or arises out of this Agreement or the performance thereof, each Party will in good faith perform its required obligation hereunder and does not agree to pay any inconsequential, incidental or liquidated damages, interest, or attorney's fees, except as required by Kansas statutory law.

**7.15 Changes.** No modification or amendment to this Agreement shall be binding upon the Parties unless made in writing and signed by a duly authorized official of both Parties.

**7.16 Entire Agreement.** This Agreement constitutes the entire, complete, final understanding and agreement between the Parties and supersedes any previous understandings, commitments, or agreements, oral or written. Each Party covenants that there is no agreement between itself and any other person, firm, or corporation, which would impair the full force and effect of this Agreement and the Kansas DA-146.

**IN WITNESS WHEREOF,** the undersigned have executed this Agreement.

**AutoGov, Inc.**

**Information Network of Kansas, Inc.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**