

Information Network of Kansas Board Meeting Minutes

March 2024 Regular INK Board Meeting March 7, 2024

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
Mark Burghart, Kansas Secretary of Revenue
Andrea Krauss, Kansas Independent Oil & Gas Association
Jeff Maxon, Office of Information Technology Services
Jennifer Cook, representing the Secretary of State (*via Zoom*)
Art Gutierrez, Kansas Association of School Boards (*via Zoom*)

Others Present

Murray McGee, INK Executive Director; Dusti Cerca, INK Chief Administrative Officer; Susan Mauch, INK Board Counsel; Nolan Jones, James Adams, and Ashley Gordon, representing the Kansas Information Consortium.

Casey Fairman from Tyler Technologies.

Consent Agenda

The Consent Agenda that was presented included the draft minutes from the February 1, 2024, INK Regular Board Meeting; January 2024 Financial Statement; February 2024 Network Manager Report and minutes from the February 16, 2024, SPEC Committee meeting.

Also included were contracts for approval for the Geary County Public Works - KanPay Counter; Nemaha County RWD #4 - KanPay Counter; Kansas Bureau of Investigation Contract Extension.

Gordon noted that receipt of the signed Nemaha County RWD #4 – KanPay Counter contract has been delayed due to the postal service.

McGee provided details regarding the Kansas Bureau of Investigation Contract Extension. KBI is requesting that the fee increase be reduced from the proposed \$3.00 to \$2.70. McGee recommended approval of the contract change increasing the INK fee to be \$2.70.

Action Taken: Butler made a motion to approve the consent agenda and the contract as presented for the Geary County Public Works - KanPay Counter and the Nemaha County RWD #4 - KanPay Counter. Secretary Burghart seconded the motion. The motion was approved by unanimous vote.

After discussion on the Kansas Bureau of Investigation Contract Extension, Gutierrez made a motion to approve contract as presented with the fee changing to \$2.70. Butler seconded the motion. With that the call for a vote was made. The motion was approved by unanimous vote.

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Regular Business

1. Presentation by Casey Fairman – Enterprise Vice President – Tyler Technologies

Fairman presented the history and current relationship between Tyler Technologies and INK. The 32-year partnership began in 1992 with NIC and the acquisition of NIC by Tyler Technologies. Fairman states that as things have changed over the years, the company has increased in size providing more available tools and technologies to Kansas.

Fairman further states that Tyler Technologies has the desire to rebuild current applications with new fresh looks, making the user experience easier by modernizing services for customers. He explained that internal changes will be made to budget time off requests. Tyler Technologies core pillars will remain the focus, which is to maintain contracts, provide solutions and identify what Kansas needs.

Fairman explained that is in not the job of Tyler Technologies to sell their products. If Tyler Technologies is the solution for an agency, it will be presented to McGee and the board of directors. Fairman further states that he will be meeting with Jones daily to work towards full transparency between Tyler Technologies and INK.

Jones added that he likes the direction that the partnership is going and the support from all sides.

Action Taken: Chairman Sloan opened the floor for questions. He stated that the Office of Judicial Administration's court system was down for a week with rumors that it was due to a Tyler Technologies error. Sloan questioned Fairman and Jones if the rumor was accurate and if not, how is INK to combat this rumor without a public statement?

Jones confirmed that the rumor is not accurate. Fairman went on the explain that Office of Judicial Administration is using their own servers and responsible for their own security patches. OJA has publicly stated that breach was due to a Russian hack. When the breach occurred, OJA brought back up the Tyler Technologies software which indicates that there was no concern with their software. Fairman further explained that since OJA has not issued a public statement clearing Tyler Technologies of any responsibility, it has caused issues for them throughout the United States. Tyler Technologies has hopes to work with OJA to address this issue and make it public. Fairman states that he does not know when this will happen.

Sloan asked Fairman if Tyler Technologies is aware that OJA wants to move from Tyler Technologies to KIC and if this will cause an issue?

Fairman replied stating no because they believe in "One Tyler" concept. If the OJA desires to go this direction, there will be no issue.

Sloan presented that INK is on the cusp of major projects that are revenue generating and questioned if Tyler Technologies will have adequate staffing.

Fairman confirmed that their current team is the right size and will remain in constant communication with Jones. At this time, there is no argument for more staffing.

There were no other questions or action from the board.

2. INK Executive Director Report

McGee reports that the Office of Judicial Administration project is nearing completion with a target date of March 25th.

Office of Judicial Administration has identified additional future projects for INK. They are requesting an intranet system and a fee based bulk record search feature. OJA understands that these are new projects which will be added to the end of the line for production. Currently the projects are not under time constraints and there is no rush to have them completed by a scheduled date.

The Kansas Highway Patrol project is on track and will be the primary focus once the Office of Judicial Administration project is completed. KIC staff is preparing a demo and making tweaks to the program. KHP wants to complete a marketing campaign twelve weeks prior to the project launch.

The Kansas Highway Patrol has also identified a new project for INK consideration, VIN Inspection forms and record keeping. They want to digitize paper forms for partnering agencies across the state. This would be a revenue generating opportunity for INK.

Kansas Corporation Commission staff are actively involved in the online demo of the new tool for KOLAR. INK will be setting up meetings to discuss additional features to implement and to develop a project scope.

The water project for the Governor's office is moving forward. The group is meeting tomorrow to determine what data will be included on the site and how it will be organized.

McGee has identified 3 supporting agencies for the Legal Publications site. The 3 agencies will be the League of Municipalities, the Kansas Association of School Boards, and the Kansas Association of Counties. The KASB states that schools are required by law to post a series of legal documents on their websites. INK will provide the posting for the school and the school will post from their website a link to the INK site. The school will be responsible for providing the policy to be posted to INK which will be updated timely and universal to all schools. The Kansas Association of counties is requesting a county-by-county data sharing site that will be public facing. Information to be included to the public will be items such as mill levy rates and county stats.

The INK Educational Event has been scheduled for May 17, 2024, at the Sunflower Foundation. Moving the venue and event times has cut the previous proposed budget by \$1,000.

UMB Auto ACH transfer project is running smoothly. McGee is checking manually to verify timely completion and monetary amounts being transferred.

Action Taken: Chairman Sloan opened the floor for questions. Butler made a statement that statutory requirements for public access may be missed when working to provide government to government ease of use processes. Sloan stated that the public definition includes applications that support the public to better serve them. There were no other questions or action from the board.

3. Network Manager Report

Jones reported that the Kansas Department of Revenue payment portal has reached a milestone of \$2 million in processed payments through the site. Jones and McGee met with John Peterson with KDOR regarding Phase 2. This Phase will start when KDOR is ready which will include processing of delinquent payments and providing ongoing support.

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Jones reports that the Tolling Record system is nearing completion.

The Office of Judicial Administration website is nearing completion. The rules are complete, but the search is running slow. Demo is to be presented to OJA today with the goal to have OJA users testing the site by the end of next week.

The Kansas Water One Stop project has a standing weekly meeting every Friday morning. The goal is to identify their wants, needs and why.

Jones reports that the Amber Alert project is ahead of schedule and will free up resources for other projects.

Adams met with the Kansas Corporation Commission for two hours yesterday to ensure that their needs are being met for legal work for licensing.

Action Taken: Chairman Sloan opened the floor for questions. There were no other questions or action from the board.

4. INK Grant Report

McGee has been tracking grants and obtaining quarterly reports for each grant holder for project updates.

The Kansas State Historical Society project is nearing completion with a May 2024, completion date.

The Kansas Biological Survey Grant #1 submitted their final invoice in July of 2023, leaving a remaining unused grant amount of \$75,000.

Kansas State University Property Tax Estimator Tool Grant will be completed in April of 2024.

Governor's COVID-19 Communication Grant has a remaining unused grant amount of \$238,000.

McGee states that there is approximately \$395,000 of unused grant money that could potentially be added back into the grant pool.

Action Taken: Chairman Sloan opened the floor for questions. Sloan requested an update on the Dodge City Grant. McGee states that in January of 2023, Dodge City requested a contract extension to 2025, which was board approved. McGee states that there is no contract on file, and they have not responded to his request for a status update or quarterly report. Mauch confirmed that in 2021 when the grant was approved, INK was not requiring signed contracts.

Sloan inquired about the status of the Kansas Biological Survey Grant #2 and the 3rd grant application that was to have been submitted. McGee states that he has reached out for an update on progress but has not received a response.

Sloan asked about the Accident Report Tracking grant involving KHP, KDOR and KBI and if the grant would be a combined application. McGee confirmed that the application would be a coordinated effort. He further states that local level data is an issue. The grant will be used to entice other small agencies to use Smart Cop. Sloan inquired what INK's role will be in this project. Jones responded that KHP, KDOR, and KBI are finishing up a 5-year federal grant with the focus on the main part of the project. INK will be able to assist with data that is obtained. Jones stated that the grant wording is already in place. There were no other questions or action from the board.

5. INK Grant Policies/Procedures

McGee and Mauch are currently working on the grant policy and procedure electing to remove words such as portal and salary support. McGee proposed mini grants and fall application deadlines for future applications. This allows for emergency project funding. Also, granting a project and not a position as the University of Kansas' grant currently does.

Action Taken: Chairman Sloan opened the floor for questions. Mauch states that grants used to fund a position are discouraged but can be justified. Sloan states that the draft calls for proposed adjustments with state policies and may not work with non-state agencies which will put other organizations at a disadvantage. Mauch confirmed that the wording will need to stay but can be reworded to be more generic. Krauss suggested that the grant application state that the project must be completed in 24 months, or a possible penalty will be enforced. Mauch said that the start of the project will need to be outlined with a set timeframe. Sloan suggested a project start timeframe of three to six months. There were no other questions or action from the board.

Committee Reports

- A. **Finance Committee** – Krauss sent McGee a draft document for internal office accounting procedures. She requested review and a redlined copy to be resubmitted to her for finalization at the next board meeting.
- B. **Policy and Procedures Committee** – No Report
- C. **Banking / Financial Committee** – Krauss states a new SAMS form is needed and will be provided at the next board meeting to be signed by Sloan, McGee, and herself. Signatures will need to be witnessed by a licensed notary within the KDOR office.
- D. **Personnel Committee** – No Report
- E. **SPEC Committee** – Butler reports that the SPEC meeting was held following the prior months board meeting. The meeting was held during executive session.

Other Business

There were no other questions or action from the board.

Adjournment

With no further action for the board to consider Gutierrez made a motion to adjourn the meeting. Butler seconded the motion. The board voted unanimously to adjourn the meeting at 11:06 AM.

Submitted by:

Dusti Cerca
Chief Executive Administrator