

# MINUTES

## Information Technology Advisory Board (ITAB)

May 21, 2019 1:30pm

Nickell Armory, Rm 166

2722 SW Topeka Blvd., Topeka, Kansas 66611

### Opening Welcome: Lee Allen

This meeting was initially focused on ITEC policies; however, if you have something that this body should be discussing or be made aware of, Lee asked that these topics be brought up during Open Discussion.

### CITO Update: Lee Allen

Recognition in Kansas:

Lee attended the National Association of State CIOs conference where a reception was held recognizing the State Scoop 50 Award winners. Kansas received the award for State IT Innovation of the Year for the iKan Mobile Platform.

The state had multiple people and projects nominated in various categories this year. Congratulations to all of the nominees and keep up the good work.

Lee will also be attending the Amazon Web Service conference in DC where Kansas is up for an award for Mobile platform.

Legislation:

Funding, agencies were given ½ of what was submitted by the governor in a GBA. This amount was equal to ½ of what was submitted for Data Center as a Service expenses. If agencies still need funds, they should work with their finance department and their DOB representative to requested supplemental in the fall.

Data Center Migration:

We have paused the Data Center migration to address network congestion and performance issues that were identified in our pilot groups. The issues were due to our aged and complex network. We have found a solution and are on schedule to resume in June.

### ITEC Policy Updates (See backside for list)

#### **2000 Series Team Update: Sara Spinks**

- Sara Spinks distributed a draft flowchart of a proposed KITO process, which will be sent out to everyone after the meeting. Once the artifacts have been put together, the flowchart will make more sense.
- Sara discussed a proposed change to the statutory definition of an "IT project." The new definition is more comprehensive and would tie required monitoring and reporting levels to the project's risk. Risk-based approaches are widely used. This is business risk, enterprise risk, and security risk.
- Once the ITEC board approves the changes, the next step is to update statutes during the next legislative session.
- Question: How will this effect grant funded projects?  
It won't change the process regarding funding sources as that is included today.
- Question regarding staffing in the KITO office. Will current staff be able to handle the number of projects being submitted if the proposed changes are made?

With the varied degree of reporting required and the streamlined process, we don't expect the workload of the office to get out of control. We will have the necessary time to make adjustments as not to impact agency operations.

- What is the timeframe for responses?

The new process should improve response time. Initial filing will be an auto response, then a secondary review within a few days. Currently, project approvals are not sitting more than a day or two. Initial contact/submission will be sent on-line but will remain a paper process until funding allows for an automated system.

- Question: Does each level of risk have an increase of oversight?

Yes, that is the plan. However, this is a self-reporting process so there is still a risk if people/agencies do not report they have a project.

- The plan is to work with procurement, so they have a list of the projects taking place.
- One of the goals is to qualify projects that are measurable and concrete.
- The proposed process will be a great way to do a self-assessment prior to spending any money on any project.
- The proposed projects will allow CIOs to identify trends, improve the ratio of projects and add the value of risk-based assessment to show benefit to agencies which will allow IT to show more accurate metrics.
- Will allow CIOs to have better oversight on projects that are reportable to the legislature and will help with items noted in LPA audits.
- Small agencies will require increased guidance. The new process and associated documents will be easier for all organizations to follow and complete.
- OITS would like to adopt an enterprise-wide PMO that would help with oversight of projects as well, but this is in the future.
- The workgroup is communicating with the Procurement but has not integrated them as part of the team yet.
- The team would like your feedback. They want to be ready by the end of this year to take these changes to the ITEC Board for approval and then introduce a bill to update statutes pertaining to the KITO process next year.

#### **6000 GIS Policies: Report provided by Ken Nelson.**

- Ken Nelson distributed a draft of the proposed GIS standards policy.
- Midwestern states have adopted the new standards. There hasn't been wide adoption, but there is some use. The intent during this transitional period is to provide education on the new standard.
- New ESRI software supports the new standard; however, needs loaded into the software. Old records can be converted into new metadata.
- Question: Do these new standards/software affect the 911 Emergency efforts? The team currently is intimately aware of this group's needs and is part of their 911 organization. They will continue to support both the old and new standards.
- Lacking this change, we have nothing that allows others to use the new more flexible standard. This is a transitional step toward the new standard.
- There will be no updates to the old standards. ISO takes a while to endorse updated standards.

#### **6180 Policy Water Utility Data Standard**

- Should have ready to go for the next meeting.

#### **Other Updates on other policy re-write efforts**

None

#### **CISO Update - Rod Blunt**

- Lee explained that he is in a supportive role allowing the Kansas Information Security Office to do what is needed to keep Kansas data secure.

- There is an Email Security solution that will be rolled out to the O365 email tenant soon. It is called advanced threat protection. O365 agencies will receive the update first. Then other agencies may get update later.
- Currently doing phishing and infected file campaigns to evaluate impact. There are 300 are in the campaign from a wide sample of positions and agencies.
- Rod's team will be providing findings to the business units with the feedback from the campaign. The feedback from agencies so far has been really positive which have allowed us to adjust things to meet the need. We have created a baseline and then will continually roll out campaigns to monitor.
- Security has many tools to help agencies with Security that are free. Agencies need to reach out to Rod to discuss their needs.

### **Open Discussion**

- Lee has a schedule conflict with the June 11 ITEC board meeting date. Watch for an updated ITEC invite. NOTE: New ITEC June Board meeting date is June 20<sup>th</sup> at 1:30pm. This is an open meeting and anyone is invited to attend.
- Question: Does Lee have any commentary regarding the Governor's plan to dissolve the CGI engagement?  
Lee indicated that he is supporting Andy Sandberg, the CIO for KDOR and is referring any other commentary to the Governor's office.
- Question: How will the money/budgets that were approved this session come to the agencies?  
The IT money was individual line items in each agency budget. The Governor's office and budget office decided what went in the GBA.
- OITS held a CFO Meeting on May 13<sup>th</sup> where Brendan Yorkey from The Division of the Budget attended to provide an update on the money each agency will receive for IT. Brendan asked CFOs to work with CIOs to make sure someone is at any meetings where IT budgets will be discussed. OITS staff are happy to assist.
- Lee introduced Dan Klucas new COO for OITS. Dan will be filling in for Colleen Becker who is retiring June 14<sup>th</sup>.
- Unisys was contacted by our fiscal office recently to ask that bills be sent for activity that has already happened so they can be paid.

### **Those in attendance: from the sheet passed around.**

Lee Allen, CITO - OITS	Dan Klucas - OITS COO	Lee Norman MD - KDHE Sec	Tiernan Good - KS Fiber Net
Shelly Bartron - OITS	Donnita Thomas - OITS	Steve Funk - KBOR	Tom Sparling - KS FM
Sara Spinks - OITS	Rod Blunt, CISO - KISO/ OITS	Glen Yancey - KDHE CIO	Brian Cross - Treasurer
Cole Robison - OITS	Adrian Guerrero - KSBON	Ken Nelson - KCS/DASC	Rob Hart - SHI
Eric Davis - OITS CITA	John Cahill - KDOL CIO	Joe Mandala - KBI	Deb Edwards - Presidio Network Sol.
Steve Gutierrez - Lottery	Jeff Pittman - KS House	Michael Troxell - KSBIDS	Walt Zuliani - Adobe
Darren Dreier - Lottery	Terry Dickson - Treasurer	Nolan Jones - KIC	Todd Waltman - Oracle
Courtney Fitzgerald - OITS	Mike Wilkerson - EBIT HS	James Adams - KIC	John Crowl - Fortinet

\*Many others via phone

### **Future 2019 ITAB Meetings:**

August 20, 2019 - Location: Statehouse, RM 346-S (Old Supreme Court Rm)

November 19, 2019 - Location: 2722 SW Topeka Blvd, Eisenhower Rm 166

### **Future 2019 ITEC Meetings:**

June 20<sup>th</sup>, 2019 - Location: 2722 SW Topeka Blvd, Eisenhower Rm 166

September 10, 2019 - Location: 2722 SW Topeka Blvd, Eisenhower Rm 166

December 10, 2019 - Location: 2722 SW Topeka Blvd, Eisenhower Rm 166

# *Kansas Information Technology Executive Council (ITEC)*

## **Kansas Information Technology Policies and Guidelines**

### **Policies & Guidelines**

JCIT Policy 1 - Review of Proposed Projects

JCIT Policy 2 - Review of Active Projects

Guideline 6401 - Email Guidelines

Guideline 9501 - Interim Wireless Security Architecture

### **1000 Series - Applications/Software**

Policy 1100 - Software Licensing

Policy 1200 - Acceptable Internet Use

Policy 1210 - Web Accessibility Requirements

Policy 1500 - Software Code

### **2000 Series - Project Management**

Policy 2400 - IT Project Approval *Revised*

Policy 2400A - IT Project Plan Instructions *Revised*

Policy 2500 - IT Project Status Reporting *Revised*

Policy 2510 - IT Project Oversight *Revised*

Policy 2510A - IT Project Oversight Guidelines *New*

Policy 2530 - IT Project Management

### **3000 Series - Governance**

Policy 3100 - IT Advisory Board Charter

### **4000 Series - Architecture**

Policy 4000 - KITA Review Board Charter

Policy 4010 - KITA Compliance

Policy 4020 - KITA Change Management

Policy 4210 - Network Security Architecture

### **5000 Series - Business**

Policy 5300 - Business Contingency Planning

Policy 5310 - Business Contingency Implementation

### **6000 Series - Data / Records / Content**

Policy 6100 - GIS Metadata Policy

Policy 6120 - GIS Cadastral Policy

Policy 6120A - GIS Cadastral Standard

Policy 6180 - Water Utility Data Policy

Policy 6180A - Water Utility Data Standard

Policy 6200 - Date Data Policy

### **7000 Series - Security**

Policy 7220 - KANWIN Security Policy

Policy 7230 - Enterprise Security Policy *Revised*

Policy 7230A - Default Security Requirements - Nov 2014 *Revised*

Policy 7300 - Security Council Charter

Policy 7305 - Portable Electronic Device / Media Encryption

Policy 7310 - IT Security Self-Assessment

### **8000 Series - Shared Solutions**

Policy 8000 - Data Administration Program

### **9000 Series - Infrastructure**

Policy 9200 - Public Key Infrastructure

Policy 9200A - Kansas PKI Certificate Policy Ver 2.1

Policy 9210 - Identity Management Group Charter

Policy 9500 - Wireless LANs