The Regular Meeting of the ITEC Board was held Virtually utilizing Microsoft Teams. This meeting was properly noticed and posted in the Kansas Public Square prior to the meeting. https://publicsquare.ks.gov/.

Board Members:
Present unless otherwise noted

DeAngela Burns-Wallace, Executive Branch CITO
Kelly O'Brien, Judicial Branch CITO
Alan Weis, Legislative Branch CITO & Chairman
Larry Alley, Senate Ways & Member #1
Tom Hawk, Senate Ways & Means Member #2

Emil Bergquist, House Govt Tech/ Security Committee #1
Jeff Pittman House Govt Tech/ Security Committee #2
Greg Gann, County Representative
Judy Corzine, Private Sector Representative

Duncan Friend, I.N.K. Network Manager
Steve Funk, Board of Regents I.T. Director
David Marshall, KCJIS
Dr. Lee Norman, KDHE, Cabinet Agency Head #1
DeAngela Burns-Wallace, Dept of Admin, Cabinet Agency Head #2
Erik Wisner, Non-Cabinet Agency Head #1

Alexandra Blasi, Non-Cabinet Agency Head #2

Mike Mayta, City Representative
Travis Rail, CITA (Non-voting) Board Secretary

THIS MEETING IS IN COMPLIANCE WITH
SENATE BILL 56 THAT AMENDED K.S.A. 75-7202.

OPENING CEREMONIES – CALL TO ORDER

APPROVAL OF AGENDA
Motion to Approve the Agenda by DeAngela Burns-Wallace & Seconded by Steve Funk
 Approved as written. No amendments nor added agenda items.
 Unanimously Approved as written.

APPROVAL OF MINUTES
 Motion to Approve the Minutes by DeAngela Burns-Wallace & Seconded by Erik Wisner
 Unanimously Approved as written.

ADVISORY BOARD UPDATES/EDUCATION SEGMENT:

Information Technology Advisory Board (ITAB) Update   DeAngela Burns-Wallace

- The last month at ITAB, we saw a preview of the number of presentations on the agenda today. We saw presentations on the 2000 Series, 5000 Series, and 8000 Policy Series. Which you will also see today. We were previewing a lot and giving early feedback on a number of items. We talked about COVID and remote work and how that is impacting our agencies, services, and resources that we provide and support across our agency.

Action Item Review from December   Travis Rail, CITA

- #19 action item since the last ITEC meeting, this action item has been deferred to the 5000 Policy board group headed by Tracy Diel for consideration in the business contingency planning. As a result, I would recommend the counsel close this action item.

- #23 action item currently myself Jeff Max, CISO on and are working on the best practices guideline document, and we will preview that at the next ITAB and ITEC meetings. Also included was the best practices video conferencing document thatthe Kansas Information Security Office (KISO) office put together, and also zoom and webex teleconferencing security tips. That is specific to the Executive Branch. We will both be working to combine these two documents into the proposed ITEC guidelines. This will be similar to the email guidelines that were done last year around teleconferencing and video conferencing.

    - Duncan Friend asked, if the documents were available on the KISO website. Travis replied that the documents are located under the resources link on the OITS website.

    - Alan Weis asked, Travis, did you say you would put together a group to convert those into guidelines for ITEC? Travis responded that he and Jeff Maxon had conversations outside the ITEC meeting about having it be more than just executive branch representatives. Since the executive branch is very Microsoft Teams focused, but they would also like to include zoom and webex technology, it is also important that we stay away from being technology-specific. Alan Weis agreed with putting a team together.Sen. Pittman asked, Travis, on that first one, when you referred to the workgroup 5000, is there a way to put it in place that workgroup is to report back to ITEC? We are trying to do with the first action item to have best practices plans in place for preparatory steps that one would take to get things set up. So that we can turn on the dime, if needed to, 20 years down the road when all this has passed, if have to go remote again. We will have standards in place for what the expectation will be. Is there a way for them to report back to us on this action item? Or put this as an expectation? Travis answered that he will list this as an expectation. He added tht he keeps track of these action items, even if they are deferred to different groups.
    - Alan Weis asked was it your Intention to close out action item 23? Travis Rail answered yes, if that is possible, I would like to close it out. Then Jeff and I will report at a later date on the guidelines. Alan Weis, without any objection, let's have Travis close out #19 and #23 action items.

- #24 this action item came up in the December meeting. It was a review of the ITEC seats that need to be refreshed. The Governor appointed positions are 18 month terms; all of them have expired now. There are seven Governor-appointed board members that have currently expired. What we have working on since the last meeting is my recommendation that we split those into two groups extend those terms to part of the group until the end of June. Then the second half to the end of the year. So that not everyone falls off at the same time. I have a list of recommended new term expiration dates for four members of the current council and three members in December. We are currently working to process appointments and reappointments for those members.

- Sen. Pittman asked Sec. DeAngela Burns-Wallace if, as CITO, she was technically for Administration? Wouldn't she absolutely be on this committee without being expired on June 30th? Sec. DeAngela Burns-Wallace replied thatshe was appointed as cabinet head before she took the CITO role. When she was appointed, she kept the appointed seat. The appointed seat will be expiring on June 30th and will be replaced with a different cabinet agency head. She will continue in the CITO seat.

- Alan will be working on the legislative reappointments. The legislative appointments do not expire. Alan Weiss stated that one position was vacated when Rep. Pittman was elected to the sentate. The representative seat for the House will have to be filled. Sen. Pittman commented that in the Senate, Tom Hawk is the appointed Senator. We are trying to get my appointment in there by agreement. The Republican side is the majority party side. We believe there is going to be a shift in who is going to be in that role. The President and the Majority Leader are working on that now. Alan Weiss replied to Sen. Pittman, that if they need anything from him, let them know he is available. He asked for objections or motion ot approve the proposed strategy for filling these positions.

  - Motione to approve by Alexandria Blasi, seconded by Gregg Gann. Alan Weiss asked forany further discussion. DeAngela Burns-Wallace proposed that the expiration date of the two cabinet agency heads be split to ensure they do not expire at the same time. It's something for the committee to consider. That would mean you would take one, and three would then roll off on 6/30, and four would roll off on 12/31. Alan Weiss asked Alexandria if she agreed with the modification to the motion. Alexandria Blasi agreed. Gregg Gann agreed with the changes to the motion and seconded. There was no futher discussion. The motion carried unanimously. Alan Weis asked Travis to leave the last action item on the

AI#	Topic	Date Assigned	Owner	Update
19	Review ITEC polices in coordination with COOP plans to support remote work in anticipation of future disruptions.	6/9/2020	Travis Rail	6/9/2020: New 9/8/2020: Pulled state COOP plan, a few agencies' COOP plans and remote work policies to review and compare. Sara's team and the office of Personnel have been doing the comparisons. The team would like to hear what agencies would like to see included in the comparison. This is a work in progress. 12/15/2020: Create a checklist or check sheet for agencies saying certain items should be incorporated or addressed in their COOP in relation to ITEC policies when thinking about things like remote work and digital delivery of services. 3/9/2021: Referred to the 5000 Policy group for consideration in the business contingency planning.
23	Review ITEC policies for opportunity to address collaboration/teleconferencing platforms standards and guidelines	9/8/2020	Jeff Maxon	9/8/2020: New 12/15/2020: Approach was to share standards for how to do this, but took first step into putting out best practices, things to know and understand around teleconference platforms. 3/9/2021: Guidance presented by KISO during the pandemic: Best Practices for Video Conferencing and Zoom/WebEx Teleconferencing Security Tips
24	Review ITEC seats that need to be refreshed.	12/15/2020	Travis Rail	12/15/2020: New 3/9/2021: Split current governor appointed members and extended term with half to expire on 6/30/2021 and the other half on 12/31/2021. Working to determine appointments once expired. Alan working with legislative leadership to appoint vacant seat.

list.   on there until it's completed.

ITEC Policy Updates:
Policy Series 2000 Update: Project Management Sara Spinks, KITO
Draft Policy: 2000 | Comment: https://bit.ly/2ZbqGTx

- We have been working on them for almost two years now. They are the ITEC policies covering project monitoring and reporting. We have at this point the proposed statute language that has been given to the Senate Ways and Means committee. There has not been a hearing yet. They are Senate Bill 249. We are hoping to have that heard and discussed this year. I believe Secretary Burns-Wallace will be meeting with the Chair this week.. The policy team are continuing work on the process flow and determining project deliverables for the project planningthat will be a part of that process. We did hire a new Project Manager to come and help us with the process. She will also participate in the development of the RFP and the requirements gathering for the new automated reporting system. Currently, all the reporting is done manually with word and excel documents. We would like to get that reporting automated. It would make it easier for the agencies and streamline the workflow. That is where we are at right now. We are still are making process. We are hoping that the bill will be

heard to get the definition changed in the statute. Also, we did route the drafted documents again for everybody to make sure you have seen them. If you have any questions or comments, feel free to contact me at any time.

Steve Funk, I don't have a question. It's more of a comment. Travis Rail and I talked to the University CIOs and shared his vision of how he sees this working out. That was very helpful and very reassuring. Several moving parts between the statute, policy and several things cause concern, not knowing how the details will be implemented. It was very helpful, very reassuring very appreciative of Travis for doing that with us.

Policy Series 5000 Team: Business Contingency Tracy Diel, Department of Administration

Draft Policy: 5300, 5310 | Comment: https://bit.ly/3rxYsi2

- o We talked about the 5300 and 5310 documents. Travis Rail joined later in maybe December or January. We have a couple of new members that we haven't involved yet. I think everybody acknowledges these are both continuing for business planning. The original effective date for the policies was 1999 with an update completed in 2006. Our committee members in our group had been involved in looking at some documents in the last 12 to 18 months. The team received feedback from ITAB members to look at having a remote work policy for agencies added to the policies. The team has not met on that issue yetSec. Burns-Wallace that the updates the committee has worked through were circulated as part of the packet sent out. The committee is still collecting feedback, as he mentioned. It would be helpful for members of ITECwould provide their feedback to the team.
- o Sec. Burns-Wallace asked if the team had identified if there anythingin particular that consistently needed to be updated. Tracy Diel responded that the one thing we noticed was language and terms. How they are viewed today compared to the past.
- o Alan Weiss asked if hethought these policieswill be a consideration at the June ITEC meeting for approval? Tracy Diel replied that the team hopes to have them ready. We would hope too. Alan Weiss commented. If you can, send an update to DeAngela and the three CITOs to determine if we need to put it on the agenda.
- o Erik Wisner stated that he noticed the 5300 policy the responsibilities in 7.2 wer not in 5310? Tracy Diel replied that they the team was using one document as a policy document the other as an implementation document. Erik Wisner commented that, speaking from a non-cabinet agency, he would like to see the language in both documents. We had a set time frame for implementation changes. I didn't see that directly in here. I may have missed it. When will this policy go into effect? When will it need to be implemented? Tracy Diel answered.l No, we are just trying to deal with language and bringing that forward. It would be up to this group or whomever to put it forward. Erik Wisner asked the committee to consider the time frame when the policies were adopted. It may take longer for some entities than others. Tracy Diel replied that was one of the issues the team had considered, that some entities would take longer than others. That not everyone would have everything at the same time.
- o David Marshall stated that Tracy is spot-on with his statements. The 5000 policy that was shared via email was the older version. I would like to get the newest latest draft to the ITEC members after this meeting.

Policy Series 8000 Team: Data Administration Mark Abraham, OITS

Draft Policy: 8000, 8010, 8020 | Comment: https://bit.ly/36WjHlM

- Mark Abraham outlined the goals of the policy team.
  - Complete the new policy and publish so that agencies have immediate direction and solicit broader committee membership from agencies and Regents.
  - Propose a statewide effort to create a Data Governance program and roadmap that ITEC sponsors, and gather feedback and confirm sponsorship.
  - Integrate into a roadmap and business case with recommendations on governance and funding using phased implementation.
  - Focus on a "seek first to understand" approach through Outreach and surveys to assess the maturity of data administration across state agencies and collect best practices and identify champions.

- Incorporate feedback from the Data Governance Program/Framework as relevant into a future update of the policy.
- Solicit and collect input from the technical and business community.
- Seek ITEC approval at the next meeting.

  ○ Steve Funk asked if this is seen as a new advisory committee to ITEC, or is this going on beyond that to actions and enforcements? How do you view that at this point? Mark answered that he viewed this as a committee working out the complexities of the policy. Then eventually looking beyond and making recommendations as they are relevant. The working body consists of more experts and people with vested stakes and can process that at least for the next couple of years. The policy at first is very refined and synced up. Second, if there any further recommendations that would be of interest to the State.

  ○ Steve Funk asked if that would be a recommendation of ITEC to push that out at some point. Mark answered that wascorrect, the team wouldn't have any actual authority to implement anything without ITEC.

  ○ DeAngela Burns-Wallace stated that she applauds the group for being very forward-thinking and not simply looking for a rewrite or refresh. It is also encouraging members of ITEC to provide feedback. When we come back to have a larger conversation. We need to think about the implications of implementation.

PRESENTATIONS - DISCUSSION AND POSSIBLE ACTION

Data Access and Support Center (DASC) Overview   Ken Nelson, DASC
- DASC was established in 1991 and located at the Kansas Geological Survey at the University of Kansas west campus. It is a central repository of GIS databases of statewide & regional importance and operates under contract with the Office of Information Technology Services (OITS). Ken joined the team in 1995.
- The services include:
  ○ Database archival & distribution is the foundation of the program.
  ○ Database development & integration
  ○ GIS web application development & hosting
  ○ State & local government coordination & outreach
  ○ Coordinate & manage the state government Esri software Enterprise agreements
  ○ Geospatial metadata development assistance
  ○ Cartographic development
  ○ Promotion of the Kansas GIS Initiative
  ○ Development and maintenance of the DASC website Https://www/kansasgis.org

- Other projects and initiatives include supporting state agencies' business needs as they support a relationship with local jurisdictions. Some of the larger users/agencies they support Dept of Ag, KS 911 Coordinating Council, KDOR, KDOT, Historical Society, WLPT, Dept of Ed, KS Water Office, KDHE & Emergency Mgmt.

    Coordination & Outreach is important to them.
  - GIS user groups: ArcGIS User Group & Coffee & Code User Group •
  - MidAmerica GIS Consortium: Steering Committee member & Clearinghouse Summit – Planning Committee Chair
  - Kansas Natural Resources GIS Technical Meeting –Planning Committee member
  - National States Geographic Information Council (NSGIC), State Representative, Board of Directors, Geo Enabled Elections Steering Committee, Geospatial Maturity Assessment (GMA) Committee
  - Kansas Next Generation 911 o Kansas NG911 GIS User Group, Kansas 911 Coordinating Council member (non-voting), Kansas 911 Coordinating Council Executive Committee, GIS Committee Chairperson & committee member, and Technical Committee

The two types of Esri GIS Software Agreements:

Master Purchase Agreement (MPA)
- Defines price schedule for all Esri products and services
- Software, consulting services, 3rd party royalty products, etc.
- Available to state and local jurisdictions

Enterprise Agreement (EA)
- Negotiated flat-rate agreement that defines access to a specific set of Esri products & services
- Unlimited access to Esricore technology
- Limited access defined for other products such as ArcGIS Online
- Kansas EA available to state agencies, boards, and commissions only

- Portal Architecture Redesign
  o Migrate from custom development to the ArcGIS Hub/Open Data platform
  o Aggregate content from multiple ArcGIS Online organizational accounts
  o Enable search, discovery, visualization, download, map services, API, and metadata of authoritative geospatial data that exists across the state government enterprise
  o Provide an exhaustive inventory of authoritative data
  o Enhance interagency & intergovernmental data sharing capabilities
  o Encourage participation from KBOR institutions and local jurisdictions
  o Framework could be extended beyond geospatial data

- Support for Kansas NG911 program
  o Publish and support map, imagery, and geocoding services for call handling map (RadiusPlus)
  o Kansas NG911 QA GIS Toolbox
  o Kansas NG911 Program Portal
  o Coordination & Outreach
  o Kansas NG911 data standard & annual training

There are getting constant requests for photos to be taken of the ground. They receive a variety of requests. They have an agreement with OITS. He is happy to meet with anyone to go into further detail.

No questions asked.

STAFF REPORTS - DISCUSSION AND POSSIBLE ACTION

Status of Pending Legislation   Samir Arif, DoA
- Rep. Kyle Hoffman introduced Senate Bill 2218 with appropriations. They had an informational hearing two weeks ago when JCIT met. It seems it did not make it out of appropriations. We will keep a close eye on it through the rest of the Senate session.
- Senate Bill 249 the changes in project reporting statute to change it to risk base model. It is still sitting in ways and means and Senate Bill 250, the technical clean up to the Kansas Cyber Security Act. The Secretary has a phone call set with Senator Bellinger to request a hearing on these two bills. JCIT met for the first time two weeks ago. There may be one more meeting during this session.
- Senator Jeff Pittman commented. There is another bill out there from the legislative perspective In regards that technology has taken a step up or two in terms of visibility. There are many issues with fraud occurring, particularly before six weeks ago that was implemented at the KDOL. The pre-identity check aspect of that solution. Also, there have been hard times with people trying to get into the system at KDOL. Many legislators are talking about the Department of Labor technology upgrade project. I want to make sure the committee is aware. Samir Arif agreed. Technology has been the star of the show this session.

Chief Information Technology Officer Updates

- Judicial Branch   Kelly O'Brien
  - We intend to install on May 1st in three more courts. Then the big pushes will begin in August. That's track four that northeast part of Kansas, including Shawnee County, Wyandotte, Lawrence, and Leavenworth. Then we move on to tracks five and six. We are also are adding a Court Services Officers (CSO) module. That will be part of that implementation. We will do our first install in August.

  - We are moving right along with Johnson County to switch their court off the Gem system onto the Odyssey Case Manager. We started the process and gathering their data and trying to convert that from the old system to the Odyssey Case Manager. We find that the courts can operate remotely very well. We've changed the way marriage licenses are obtained. We are implementing an electronic portal for people who need protection from abuse and stalking orders electronically through the phones.

- Executive Branch   DeAngela Burns-Wallace
  - Agencies are still busy working remotely while delivering services in this digital environment. We still have agencies in the thick of it like KDOL and other agencies dealing like Revenue this is their busy season. KDHE is still responding daily to the helping of the management of the pandemic.
  - We are in the last 10% stretch in our move from the data centers out of Landon into Unisys. This spring, we will wrap that project up. It's been a long time coming.
  - On the security side, a reminder that the KISO office started lunch and learns at the first of the year. We keep pushing this information out. If you need additional information, please reach out to Jeff Maxon or me. We have two different series, one for IT staff and one for executives. If you have people more on the business side who don't have IT background and want to introduce them to issues we are facing in IT security., we run the Executive lunch and learn either a week after or before the IT series. You can reach out to Jeff Maxxon and myself, and we will send you the details. These are held usually held on Thursday once a month.
  - KITO office is doing a Stakeholder engagement project. We met with various stakeholders to gather feedback on the office, support, and the process.

- Legislative Branch   Alan Weis

  - The legislative session started on January 11th, and accommodations were made due to the pandemic for committee members. To vote, committee members can attend virtually, but they must be within the Statehouse to cast their vote.
  - March 5th was the day that all non-exempt bills must be passed out of their chamber of origin. The next deadline is March 26th last day for non-exempt committees to meet.
  - Kansas Virtual Statehouse Project started last fall. The project's goal was to implement video conference systems in all 13 statehouse committee rooms, two house senate chambers, ten conference rooms, a visitor center auditorium, and the training room, which makes for a total of 27 systems.

CITA Update   Travis Rail, CITA

  - KITO Project Reporting Dashboard was launched in mid-February to provide more transparency of State IT projects to JCIT and the public.
    - Alan Weiss asked if it was still under development. Do we consider this testing site a preview, or is this live? Travis replied thatwe consider this live as we have this in our operating procedures. It will be updated as the project status changes.
  - Included in the packet is a draft policy of Information Technology Policy and Standards. This policy defines the terms of policy, standard, and guidelines. There needs guidance when creating these documents. This policy works to define those terms and establish an IT policy hierarchy. I would

appreciate it between now and the next ITEC meeting that the members of the council would review the draft policy and consider it for adoption.

- Alan Weiss stated this is a good idea of how we should be putting together policies and standards. This is a good effort, in my view.

CISO Update   Jeff Maxon, CISO

o Jeff Maxon was unable to join the meeting. DeAngela Burns-Wallace stated if anyone has any needs in that area, please continue to reach out as I mentioned earlier of their lunch and learns. Also, going forward, in case there are issues, r if there are issues that ITEC would like to hear about in security space.

COMMENTS FROM BOARD MEMBERS

- Sen. Pittman asked could we get a quick update from Secretary Burns-Wallace on the unemployment system. So that we all are aware in case someone asks any of us. Since we are members of ITEC. DeAngela Burns-Wallace answered that thehe existing system is the Legacy system. It is stabilized and we made strides in the last three months to get that system to be more comfortable around fraud. As well as pushing out the necessary payments. They are moving to Unisys as well. The current system is stable. We also know it's not meeting the demand. The modernization planning is moving and making sure they follow all the necessary steps.

CLOSING REMARKS

New Action Item Review   Travis Rail, CITA

- I did not record any new action items.

ADJOURNMENT

Adjourned at 3:02 p.m.

NOTE: Any individual with a disability may request an accommodation in order to participate in committee meetings. Requests for accommodation should be made at least 5 working days in advance of the meeting.

Public attendees

Abraham, Mark [OITS]

Anderson, Ethan [KSHS]

Andrew Gorman [K.C.C.] (Guest)

Arif, Samir [DA]

Bartron, Shelly [OITS]

Bogan, Carolyn [OITS]

Burns, Hope [OITS]

Cadue, Cheryl [DA]

Calhoun, Vanessa - K.C.C. (Guest)

Clark, Terri (Guest)

Comstock, Kevin [KSOS]

Denning, Allie [DA]

Dickson, Jason [KDWPT]

Diel, Tracy [DAFPM]

Duncan, Jeff [OITS]

Francese, Blake (I.B.M.) (Guest)

Gorman, Andrew K.C.C. (Guest)

Haugh, haugh [K.D.C.]

Johnson, Kelly [KDOL]

Lane, Shawn [K.D.A.]

Mandala, Joe [KBI] (Guest)

McAferty, Mary J [OITS]

Mill, Stacy [OITS]

Nelson, Ken (G.I.S.)

Niehues, Julie [OITS]

Osterhaus, Katrin, L.P.A.

Reienrt, Todd (KCC) (Guest)

Roderick, Thomas

Spinks, Sara [OITS]

Standeford, Todd [KSBHA]

Theel, Eric (Guest)

Unruh, Matt (K.W.O.) (Guest)

Walsh, Mary Theresa

Weatherman, James [KDOC]

White, Travis

Yancey, Glen [KDHE]

ITEC BOARD MEMBERS

Alan Weis, Chairman
Legislative Branch CITO

DeAngela Burns-Wallace
Executive Branch CITO

Kelly O'Brien,
Judicial Branch CITO

Steve Funk
Board of Regents I.T. Director

Senator Larry Alley
Senate Ways & Means

Senator Tom Hawk
Senate Ways & Means

RepEmil Bergquist
House Govt Tech & Security

Rep. Jeff Pittman
House Govt Tech & S

Dr. Lee Norman,
Dept of Health & Environment

DeAngela Burns-Wallace
Dept of Administration

Erik Wisner
Real Estate Commission

Alexandra Blasi
Board of Pharmacy

Mike Mayta
City of Wichita

Duncan Friend, Manager
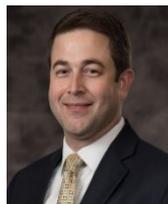I.N.K. Network

David Marshall
KS Criminal Justice

Greg Gann
Sedgwick County

Judy Corzine
Private Sector Rep.

Travis Rail
CITA/CTO, Board Secretary (Non-Voting)