



**Information Technology Executive Council
Regular Meeting of the ITEC Board**

MINUTES

December 13, 2022

The Regular Meeting of the ITEC Board was held on December 13, 2022, virtually using 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 (Chair)
Alan Weis, Legislative Branch CITO
Rep. Emil Bergquist, House Representative #1
Rep. Pam Curtis, House Representative #2
Senator J.R. Claeys, Senate Representative #1 [Absent]
Senator Jeff Pittman, Senate Representative #2
DeAngela Burns-Wallace, Cabinet Agency Head #1
Amber Shultz, Cabinet Agency Head #2

Erik Wisner, Non-Cabinet Agency Head #1[Absent]
Lynn Retz, Non-Cabinet Agency Head #2
David Marshall, KCJIS
Greg Gann, County Representative
Mike Mayta, City Representative
Duncan Friend, Information Network of Kansas
Steve Funk, Board of Regents
Judy Corzine, Private Sector Representative
Alex Wong, Chief Information Technology Architect

THIS MEETING IS IN COMPLIANCE WITH
KSA 75-7202 AND AMENDMENTS THERETO.

Public attendees, that signed in.

Bartron, Shelly [DA]
Butler, Daniela [OITS]
Denning, Allie [OITS]

Heffel, Tanya, [OITS]
Johnson, Kelly [DAPC]
Johnson, Shelia [OITS]

Ramirez, Celena [OITS]
Robison, Cole [OITS]
Spinks, Sara [OITS]

OPENING CEREMONIES – CALL TO ORDER

Call to Order – CITO-J Kelly O'Brien announced that two members are leaving. The first person is Erik Wisner. He has been on this committee for a long time and is the Executive Director of Kansas Real Estate Commission and represented the non-cabinet agencies. Erik really did a lot for this committee and will be missed. The other person is DeAngela Burns-Wallace, who's last day will be January 6th. She has been by far the best Executive CITO that Kelly has worked with, and Secretary Burns-Wallace certainly will be missed by everyone.

Roll Call – Celena Ramirez

APPROVAL OF AGENDA

APPROVAL OF MINUTES

ADVISORY BOARD UPDATES/EDUCATION SEGMENT:

Information Technology Advisory Board (ITAB) Update

DeAngela Burns-Wallace, CITO-E

CITO Burns-Wallace gave an update from the last ITAB meeting:

- The board spent the bulk of their time discussing the JCIT meeting held the previous day. They talked about the three-year IT plans, projects, and policy updates.
- There was a general conversation on the ITAB review process and closing those feedback loops as ITAB members review different policies.
- We discussed procurement earlier this summer and created a new role within procurement. Kelly Johnson, the former CIO of Department of Labor, stepped into the role of IT Procurement Manager.

ACTION ITEM REVIEW

Alex Wong, CITA

We had one action item from the last ITEC meeting and to contact Legislative Post Audit (LPA) office and have a representative talk to us about IT security audit criteria. Today, we have Katrin Osterhaus from LPA to present on this topic. This action item is now closed.

PRESENTATIONS - DISCUSSION AND POSSIBLE ACTION**ITEC Policy Updates**

Alex Wong, CITA

- [Policy 1100](#) – Software Licensing
- [Policy 1500](#) – Software Code
- [Policy 9500](#) – Wireless Local Area Network Policy
- [Policy Series 2000](#) – Project Management

Alex Wong stated that the working groups have finished up on the draft of ITEC-1100-P and will be finishing ITEC-1100-S by the end of the month. These documents will be sent out to ITAB members to review and collect feedback. We will present the revised documents at the next ITEC meeting in March. The 9500 working group will have both the policy and the standard ready to share before the end of the month. Lastly, on the proposed 2000 policy and standard on project management reporting and monitoring requirements, the working group started this about a year and half ago, anticipating there could be a change in the KITO project requirements. That change did not happen in the last legislative session, so, some of the policy work was put on hold. The other factor is also dependent on the ServiceNow system to automate the KITO process. Because that is still under development, we are holding the release of the Policy 2000 series until further notice.

Executive Branch 3-Year IT Plan

Alex Wong, CITA

Alex Wong shared that the 3-Year IT Plan was released on October 1st. The first 15-20 pages of the IT plan are a collection of success stories throughout the Executive branch. This is the first time we have every single executive branch agency included in the report. It includes all cabinet, non-cabinet, and regents' agencies using the same format across the board.

- Senator Pittman asked if ITEC had any other requirements or statutes that would require a 3-year IT plan from the other branches or municipalities and counties. CITO Burns-Wallace replied that the statute only identifies the executive branch. Senator Pittman asked if ITEC has a policy on strategic planning as a process or best practice, CITO Burns-Wallace replied that there is no policy but agreed that it is something that ITEC should explore. Senator Pittman agreed that is something we should explore.

Sedgwick County

Greg Gann, County Representative

Greg Gann introduced the Kansas Government Management Information System (KSGMIS) and GMIS International. Greg spoke to the wealth of knowledge and collaboration of this group when dealing with tenacious issues. Having the ability to reach out directly to other members in the GMIS group via their listserv, has allowed them to get answers from resources that we might not otherwise have at our disposal or would have had to purchase. Greg introduced Mike Leiker, president of GMIS International and CIO of Ellis County.

Mike shared that GMIS International has 523 members made up of State and Local governments throughout the US. KSGMIS has 33 members including one state entity (OITS). Mike reiterated that the GMIS listserv is their biggest asset, connecting and assembling vast groups of talent for overall troubleshooting on issues that agency's might be stuck on. Mike closed with information about the GMIS Conference on August 23, 2023, in Kansas City.

- The Chairman asked if there a cost to join? Mike's response was it is based on the overall budget of the agency but would not exceed \$500.

LPA Security Audit Criteria

Katrin Osterhaus, LPA

Katrin Osterhaus shared that in 2018 legislature formalized LPA into state law KSA 46-1135. This provided a three-year cycle of audits. With this in place it will allow for six to eight confidential audits per year allowing the stakeholders to get a full sense of the current posturing of the agency.

- The Post Audit report is a "risk based" rating in conjunction with last IT audit and data type that the agency is dealing with as part of the selection process.
- The committee has voted this year that school districts are to be added to the audit program as well as other state agencies.
- LPA audits on the backbone of the ITEC Policy 7230A including if each state and local entity adequately complies with significant IT security standards and practices.
 - This also touches on security awareness training, incident response, and management operations. As well as ensuring that the entity adequately trains both new and existing staff and retains the appropriate documents.
 - ITEC requirements are a primary focus as well as the cyber security act. The LPA audit plan includes 36 requirements from ITEC Policy 7230A and four requirements from ITEC Continuity of Operations (COOP) policy and three items from Cybersecurity Act.
 - LPA does not evaluate on Federal criteria at this time as not all entities would have a federal presence.
- The committee voted on no longer providing confidential reports but moving towards a public report on several agencies combined. Meaning they will no longer be going deep on agencies but touching a lot of agencies and staying shallow.

Senator Pittman stated that the LPA team is doing an excellent job in his opinion and would like to see more money and resources provided to LPA to drive stronger results and allow for better foresight into the agencies current security posturing.

Secretary Burns-Wallace stated that she would like to see this move to a more Enterprise approach instead of allowing the agency's saying, "I have money for this security service but not this one." This move would allow us to harden the agency's security posture.

Judy Corzine stated that she was disappointed in the results but understood that when the policies were created there were requirements that many knew the agencies would have difficulty in complying with and meeting the goals. Judy asked how we could help them in reaching these requirements and then followed up by asking if Katrin was seeing progress as she does the audits.

- Katrin responded with some agencies have improved but it is a little bit harder to compare as they do change things up every three years. But for the most part everything has gotten better for the agencies. She stated that some of the agencies have remained stagnant as a generalized assessment.

Greg Gann commented on how we get the agencies to the overall end goal. He spoke to what they do in Sedgwick County to prepare as best as they can and suggested a five-year plan be introduced. This plan would help the agencies better prepare for these types of audits.

- Katrin responded that a five-year plan would be lovely, but it is hard when there is such high turnover at the agencies.

Secretary Burns-Wallace stated that people see only a little piece of a summary and begin to say that the State is not doing well or focusing on the deficiencies. There is a lot of work happening, our baseline is not quite set and

we as a whole need to do a better job of defining what all of State is doing and what all is in place. So, when resources become available, we leverage them in the right places.

STAFF REPORTS - DISCUSSION AND POSSIBLE ACTION

Chief Information Technology Officer Updates

Judicial Branch

Kelly O'Brien, CITO-J

CITO O'Brien reported that they had to move the schedule for KSCourts back a couple of months due to Wyandotte County ransomware attack. In April, we will start working on Shawnee, Douglas, and Wyandotte County. The next phase will be in June with the Appellate courts and in August with Sedgwick County. The final phase will be Johnson County in 2024.

Executive Branch

DeAngela Burns-Wallace, CITO-E

CITO Burns-Wallace reported that they are doubling down on staff development and training and making sure there are pathways for our staff training needs now and for the future. Cybersecurity continues to be a priority.

Legislative Branch

Alan Weis, CITO-L

CITO Weis reported that we are continuing with Kansas Legislative Information System and Services project (KLISS) to update our systems and processes. On October 19th, this group has signed a better contract with Propylon Incorporated. The next update is over the Kansas Drug Committee's plans to reintroduce the statute updates from HP2548 from last session in the 2023 session. CITO Weis made some recommendations to the ITEC committee, mainly on the legislative appointments. Currently they are appointed by leadership from specific committees and last round, they allowed them from the general membership of the legislature and that worked out better. CITO Weis gave updates on new members coming into the House. 31 newly elected members from the general election and two members that have been appointed. Lastly CITO Weis updated that the legislative information systems are deployed, and the biennium updated the websites to all members with a go-live on January 2nd and a start on January 9th.

CISO Update

Jeff Maxon, CISO

CISO Jeff Maxon reported we had three events in October for Cybersecurity month. The Cybersecurity Summit for Executives, which consisted of tabletop exercise around leadership needs during a cyber event. We also held an exercise in a partnership with Texas A&M Engineering Extension School, which was addressing leadership responsibility during a cyber event. It was open to all cities, counties, and state officials. As mentioned in October, we received the funding for the Statewide Cybersecurity Grant Program. Kansas has until September 2023 to turn in the statewide security plan to FEMA and DHS.

COMMENTS FROM BOARD MEMBERS

No comments

NEW ACTION ITEM REVIEW

Alex Wong, CITA

There are no new action items.

CLOSING REMARKS

CITO O'Brien wished everyone a great holiday.

ADJOURNMENT

Adjourned at 2:35 p.m..

ITEC BOARD MEMBERS



Alan Weis
Legislative Branch CITO



DeAngela Burns-Wallace, Chair
Executive Branch CITO



Kelly O'Brien
Judicial Branch CITO



Steve Funk
Board of Regents



Lynn Retz
Kansas Corporation Commission



Representative Emil Bergquist
House Representative



Senator Jeff Pittman
Senate Representative



Representative Pam Curtis
House Representative



Senator J.R. Claeys
House Representative



DeAngela Burns-Wallace
Dept of Administration



Erik Wisner
Real Estate Commission



Gregg Gann
Sedgwick County



Mike Mayta
City of Wichita



Duncan Friend
Information Network of Kansas (INK)



David Marshall
KS Criminal Justice



Amber Shultz
Kansas Department of Labor



Judy Corzine
Private Sector Representative



Alex Wong
Office of Technology Services