

Information Technology Advisory Board (ITAB)

November 28, 2023

1:30pm – 3:00pm

Virtual Meeting

Minutes

Opening Welcome & Update

Jeff Maxon, CITO-E

- CITO-E Jeff Maxon reported we are focusing on two major projects: the Identity Access Management (IAM) procurement and the Data Center as a Service (DCaaS). The first project, funded by the American Rescue Plan Act (ARPA), and sustained by the Kansas Information Security Office's (KISO) State General Fund (SGF), is in the vendor award process and will provide free security benefits to all executive branch agencies. The second project has an extended RFP deadline for more responses. Both projects have a rapid timeline. He also mentioned ongoing generative artificial intelligence (AI) discussions within JCIT and reminded executive branch agencies of an existing policy guiding its use.

Cybersecurity Updates

Jeff Maxon, CITO-E

- Jeff reported on significant cybersecurity incidents that have occurred recently, including an incident with the judicial branch and with KU Saint Francis's health management system. These incidents have had widespread impacts, including operational disruptions like ambulance diversions. Legislators are taking a keen interest in these events and their implications for the state.
 - Jeff emphasized the increasing velocity and sophistication of cyber-attacks, including the exploitation of vulnerabilities and the use of zero-day attacks. He noted an uptick in the placement of web shells on servers and websites, which provide a foothold for attackers in the environment.
 - He urged organizations to be aware of these threats and to take advantage of the no-cost services offered by Kansas Information Security Office (KISO), including security awareness training. This training, which is required by law, needs to be completed by the end of the year. It is provided at no cost to agencies and is interactive, making it more engaging for staff. Maxon encouraged everyone to complete this training and to reach out with any questions or concerns.

Legislative Update

Jeff Maxon, CITO-E

- Jeff reported that the Office of Information Technology Services (OITS) has been meeting with JCIT for the past four months to discuss various topics, including the security incident at Judicial. They have been good conversations, mainly around projects and three-year IT plans. He appreciated the IT plans submitted and reminded everyone to submit projects through KARS (KITO Approval and Reporting System) for better visibility and focus. This process is not only policy but also law, as per revisions to House Bill 2019.
- We are working on presenting information to JCIT, who hope to meet more frequently. Agencies should be prepared for regular project presentations. The Legislative Post Audit Committee is meeting on December 12th, and some agencies have been asked to present on previous security audits.
- The second annual cybersecurity summit in Wichita was a success, and next year's summit will be in the spring. Alex Wong added that they considered including legislative and judicial branches on the three-year IT plans, using the current method from the executive branch.

- The Legislative Modernization Committee may also look at potential Generative-AI legislation in the next session.

CITA Updates

Alex Wong, CITA

- Alex Wong reported on the 3-Year IT plan for 2023, thanking everyone for their support and contributions. The team is committed to continuous improvement and efficiency, with this year marking the second year of using a new format for data collection and analysis. They planned to use Microsoft Power Apps and Power Platform for direct data entry by agencies in 2024. The collected data is used both for public consumption and internally to identify potential opportunities for providing enterprise services or solutions. The previous year's data led to the introduction of an enterprise licensing platform, which is now ongoing and involves nine agencies. The team hopes to continue finding valuable solutions for the state through the three-year IT plan.
- The KARS business risk assessment process implemented July 1st of this year based on House Bill 2019. All state agencies will have to go through the business risk assessment to determine their KITO reportability. This was also a subject of JCIT in the last meeting, that is continued to be an emphasis of JCIT to continue to adjust what that looks like, and we are working with the chairs directly to provide the information. We will continue to work on both sides and work with agency directly. If they have any questions about using the system or if you have any questions about training or getting access to the system, please contact the KITO and Sara Spinks.
- IT Job Title Standardization - the past six months we have been engaging in a project to look at all the state job titles. Again, this is not the functional title that a lot of us are using but rather is the state title that the Department of Administration is using in our state system. This project is to identify IT titles that are the industry standard so that we can use what is already used in the industry for recruiting, market study, and retention purposes. We are also standardizing job descriptions and job requirements so that we have the same set of standards across the state including the Regents' schools. In that way, we prevent different agencies using same job titles but have different job descriptions or requirements. And we also laid out a career path within the state. This project is now about six months along and we have identified about 50 titles with seven job families, and we are very close to finishing phase one and will be able to share with a broader audience. We hope to present more information at the next ITAB meeting and collect feedback from this group as well, but phase one will be basically getting the job description, job titles, description, family, and requirement setup, and then the next phase we will start to look at different levels.
 - CITO Jeff Maxon highlighted the development of an IT job dashboard to assist users in selecting what they need. The dashboard will provide descriptions to help users create their postings. The aim is to make everything more uniform and aligned with industry standards, which will aid in both recruitment and retention efforts.

Open Discussion:

- CITO Jeff Maxon emphasized the importance of monitoring IT vendor incidents, as vendors provide various services using state data. By law, and ideally by contract, vendors are required to report any incidents to both the client and the KISO. This reporting is crucial for tracking, managing, and monitoring what is happening, especially when sensitive information is involved.
- He mentioned upcoming meetings: the next ITEC meeting is scheduled for December 19th, and the ITAB meeting is scheduled for February 20th, 2024. There are ongoing efforts to update policies, including a review of the security policy with the aim of better aligning it to the NIST cybersecurity framework.
 - Alex Wong stated that they have presented a ITEC 2410 redline copy in the last ITEC and ITAB meetings and have not received any feedback. If nothing changes, they will ask for approval in the next ITEC meeting. Jeff encouraged sharing thoughts on what kind of policy should be done at a statewide level.
- They also expressed openness to holding some ITAB meetings in person or in a hybrid format in 2024, noting that there is more discussion surrounding in-person meetings.
- Sara Spinks mentioned a question from Katrin Osterhaus about a draft policy discussed in a previous meeting. The policy, known as the ITEC 2410 redline version, has not changed in requirements but has been updated to align with changes made to ITEC 2400. The changes are not as significant as the

previous policy, with most changes involving the replacement of references to “\$250,000” with “IT business risk assessment”.

- Sara reported on the RFP process regarding the KITO IT project management training. The RFP for this is nearly complete, and we plan to release the 2024 schedule soon. This is later than usual due to work on new contracts. Once these contracts are signed, the new schedule will be rolled out.

Future ITAB Meetings:

February 20, 2024
 May 21, 2024
 August 20, 2024
 November 19, 2024

Future ITEC Meetings:

March 19, 2024
 June 18, 2024
 September 17, 2024
 December 17, 2024

ITAB Members: Bold names were present during the meeting.

ADA – Anthony Fadale	KCC – Todd Reinert	KSOS – Kevin Comstock
BOHA – Susan Gile	KCJIS – David Marshall	KU – (Interim CIO) Ed Hudson
E-CITO – Jeff Maxon	KDHE – Bob Doane	KSU – Thomas Bunton
CITA – Alex Wong	KDOC – Melissa Mounts	KUMC – Chris Harper
Commerce – Jim Haugh	KDOE – Kathi Grossenbacher	KWO – Connie Owen
DCF/KDADS – Laura Howard	KDOL – Jeffry Lewis	L-CITO – Alan Weis
Dept of Ag – Shawn Lane	KDOR – Andy Sandberg	Leg Services – Tom Day
DofA – Josh White	KDOT – Shawn Brown	Lottery – Darren Dreier
ESU – Doug Polston	KDWP – Jason Dickson	LPA – Karin Osterhaus
FHSU – Mark Griffin	KGS – Ken Nelson	PSU – Angela Neria
HS-EBIT – Tom Pagano	KHP – Tom Mai	SG Co IS – Mike Elpers
INK – Murray McGee	KID – Vicki Schmidt	Treasurer – Terry Dickson
J-CITO – Kelly O’Brien	KPERS – John Cahill	WSU – Ken Harmon
KAG – Col Robert Stinson	KRGC – Dennis Bachman	
KBI – Joe Mandala	KS School for the Deaf – Joe Oborny	
KSBN – Adrian Guerrero	KS Senator – Jeff Pittman	
KBOR – Steve Funk	KSHS – Megan Burton	

Other Attendees: (Note: Those joining by telephone were not identified.)

Abraham, Mark – OITS	Finney, Vince - OITS	Robison, Cole - OITS
Bowles, Larry – KSBHA	Heffel, Tanya - OITS	Spinks, Sara - OITS
Cabello, Christina - DAAR	Holley, Jamie - OITS	Stanek, Janet - KDHE
Carey, John - BOMA	Johnson, Shelia - OITS	
Clark, Sarah - KWO	Ramirez, Celena - OITS	
Denning, Allie - OITS	Rinnert, John - KU	