

# Information Network of Kansas Board Meeting Minutes

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## July 2020 INK Board Meeting July 10, 2020

### Opening

A meeting of the INK Board was called to order via teleconference at 1:30 p.m. on Friday, July 10, 2020 by Chairman Aaron Kite with the following members present:

Mark Burghart, Secretary of Revenue  
Jennifer Cook, representing the Secretary of State  
Lucas Goff, Board Secretary, representing the Kansas Association of Counties  
Jim Haugh, representing the Secretary of Commerce  
Glen Yancey, representing the Executive Branch Chief Executive Technology Officer

### Others Present

Tim Shultz, INK Board Counsel; Duncan Friend, Information Network of Kansas; Nolan Jones, Ashley Gordon, and James Adams of the Kansas Information Consortium, LLC.

### Consent Agenda

The Consent Agenda for the meeting listed draft minutes for the March 5, 2020 regular board meeting, the March 13, 2020 special board meeting, and the June 4, 2020 regular board meeting, along with the June 2020 Network Manager Report. It also included contracts for approval for KanPay Counter services (a fee service) for the Bourbon County Attorney's Office, the City of Silver Lake, and the Behavioral Sciences Regulatory Board.

Friend confirmed to the chair that none of the minutes listed were ready or distributed for the meeting today, so the Consent Agenda approval motion would only consist of the Network Manger report and the contracts listed for KanPay Counter services. Kite reiterated this for the Board and then made a motion to approve the Consent Agenda.

**Action Taken:** Kite moved to approve the Consent Agenda as listed, minus the minutes listed, none of which were yet available. Seconded by Burghart. There was no discussion. Friend called the roll for the vote. Approved unanimously.

### Regular Agenda

#### 1) KBI Scrap Metal Project Go-Live

Jones told the Board that the project had gone live on June 29. As of July 6, there were 28 scrap metal dealers registered with the Attorney General's office, eight of which have requested access to the new system. The system appears to be functioning as expected. Currently, the team is working on the application programming interface (API) for use by, primarily, the larger scrap metal yards to load data directly from their systems into the database. They are expecting to wrap that up in the next week and the project is still on schedule. Friend then reminded the Board that there is a small payment of around \$60,000 that is due from KBI for this work. He asked Jones whether he felt comfortable that they had come in within the hours that had been expected for the project. Jones said that they had.

**Action Taken:** None.

## 2) Network Manager Report

Jones opened his report by noting that INK had distributed an Amber Alert that morning. He discussed the process around that and the close work they had with the KBI. It was still active at that time. He noted that they continue to help the Governor's office with small projects related to COVID-19, one just over a week ago. He then turned the report over to Gordon to talk about some of the social media work being done by INK to support the state.

Gordon said that the purpose of the presentation is to feature some of the kind of social media posts they had created or shared over the last several months to give the Board an idea about what this content looks like and also the kinds of things they might share to help other government agencies. She noted that INK has channels on Twitter, Instagram, Facebook, and YouTube as @ksgovernment. She continued that over the last few months they have had a high focus on COVID-19. She made note that the original content was developed by their marketing coordinator, Alexis Lacy. Other areas of focus include the Census, voter information, and filing dates that may have been moved due to the pandemic.

*[A copy of the presentation by Gordon is attached to these minutes.]*

Jones closed his report by talking about the annual disaster recovery exercise that was coming up (July 19), providing a brief overview for those who may not have heard the process or remember it from the previous year. James Adams, the Director of Technology also provided some technical details of the approach.

**Action Taken:** None.

## 3) INK Administrative Update (Finance / Investment Status, Annual Financial Audit Status, other)

Friend updated the Board on the status of the financial audit of INK that was currently underway. He noted that the primary work was scheduled the week of June 8 which this year had coincided with the unexpected kidney transplant his wife had received – she came home from the hospital on the 7<sup>th</sup> - which made it difficult for him to find much time to participate during that period. He and the auditors had done some prep work prior to that, however, including sending out confirmation letters to around twenty organizations INK did business with, so those had been “in flight” during this time and responses were coming back. For his part, he had continued to scan and provide documents requested as time permitted. In turn, there is a significant portion of this that involves KIC providing data as well as INK accountants, so it is not as if they were waiting on him for everything. Overall, while they were a little bit delayed, he had kept in touch with the auditors and they also been continuing to work off and on, for example, conducting fraud interviews with some of those involved in INK, which was a standard practice.

Friend stated that ideally a draft would be available for the August 6 meeting. Then, one of the partners from Berberich Trahan comes to present the final audit, usually in September. Then, once approved, they are submitted to the state for inclusion in its Comprehensive Annual Financial Report. He was not sure yet if they would be able to make the August date. He will work that timing out with the Board. He noted that he had not heard anything bad so far, but would wait for the draft to be completed.

He then moved to discuss board investments. He recalled for the Board that the finance committee had met and given him the charge – the Board had been updated on this – of investigating moving INK's checking account to CoreFirst Bank from Kaw Valley Bank it currently resides. to consolidate accounts. Friend continued, explaining what the committee's rationale had been and that he had been working with CoreFirst

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to try to reach a proposal to accomplish this – they had been slowed down due to focusing on PPP and COVID-19 issues. Just today, however, he had received an email that stated that CoreFirst was not interested in adding any more public funds business – that is, they did not want the checking. It is all very pleasant and professionally presented, but he felt it was likely due to the low interest rates and the additional costs and administration required to manage securitization of the public funds balances. So, it did not appear to be a direction they could go right now and – Gaumer was not at the meeting – Friend indicated he could get back with him and the finance committee if the Board still was interested in moving that. But, right now, the checking is running fine and it may be that this is true with other banks.

The other item to be addressed is that the Board had a certificate of deposit due on August 9, right after the next Board meeting. He had a call in with Kaw Valley to talk about what they could provide in the way of a public funds money market account or it could be moved. Friend wasn't sure a motion was required – he thought the bylaws provided that he could direct where the funds would be placed, but wanted to make sure the members were updated. Friend indicated it had been surprising to him that CoreFirst did not want that business, but they are paying interest on the money market they have there.

He closed out the administrative update by telling the Board that he had a chance to talk with the new counsel, Tim Shultz by phone and that he was on the call today. He had updated him on INK operations and there was an outstanding contract or set of contracts for Department of Revenue. He wanted to remind the Board again that there was currently a \$5,000 budget in place, so this is not likely to be enough to cover the hours that will be needed. So, he could see himself coming back at the August meeting to ask to raise that number.

Friend then noted that Shultz had been approached by Ron Thornburgh of NIC to catch up and have lunch. Friend said that he knew Thornburgh and he was glad he was interested in staying in touch with the board – he had a long history at INK and Friend used to serve on the Board with him. Friend asked Shultz to talk briefly about the meeting he'd recently had with Jones and Thornburgh. Shultz agreed, prefacing the discussion by saying that he had known Thornburgh at a distance for around 30 years, they had been in the same fraternity, and his son had been in his daughter's wedding. So, they had not really been close or friends but bumped into each other over the years. So, Thornburgh had reached out and invited him to lunch, so he had said he would contact Friend first to make sure everything was OK with that. Thornburgh had said he just wanted to give him an historical background of NIC, what the company does, where they've been and how it came into being. So, he met Jones and Thornburgh for lunch and Thornburgh talked about that, while Jones talked about his role here in Kansas and some of his background. He asked Jones if he'd missed anything in his recap and Jones confirmed that was it.

Friend then summarized his report and noted that he had an inquiry from a group that was part of Envision out of Wichita that offered IT accessibility services who might be interested in partnering with agencies for a grant. There was no further discussion.

**Action Taken:** None.

#### 4) Governor's COVID-19 Grant Status

Friend referenced a packet that he had sent out before the board meeting that had included check registers for information and explained the rationale for that, basically as a post-hoc check on the expenditure. He pointed out, however, that one of the things the board might notice was that there were a number of

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expenditures related to the Governor's COVID-19 Pandemic Response Public Communications grant. To address that, he directed the members to a schedule he'd compiled of budget-to-actual for as of the meeting date. Most of it had been reimbursements, although there had been some requests for direct payment. They had presented justification for that method, including both convenience and that it had been getting close to the end of the fiscal year, so Friend had made a note on that. So, about \$128,000 of \$414,000 had been paid so far. Some of this may still be in process, some just hasn't made it to him. He tries not to cut a check every other day for them, but there has been some of that, as well as them sending someone to pick up a check to get it deposited with the Treasurer. So, he continued, there wasn't really anything unusual to report. There was an entry related to streaming equipment – they'd asked him to raise that amount because they were going to need to do it a longer. It seemed reasonable to him given it was one of the primary ways to get information out and the public is interested in it.

The other thing regarded a question that had been asked at a previous meeting about how the CivicPlus services were procured and there was an email included in the packet about that. He noted that he had told the Board he had been following up on it at the June meeting, but it had taken them longer to get back with the information.

**Action Taken:** None.

### **New Business**

Kite asked if he had any new business and he did not. He did note that it was not yet clear if the draft audit would be complete for the August meeting, but that in the past there had been few questions when he'd gone over it in advance. He also told the Board that, something unique this year, the auditors had been putting a statement related to COVID-19 in the audits they performed, so he asked them to send it to him and he wanted to run it by Board counsel. Kite asked the members if they had any new business and, hearing none, adjourned the meeting.

**Action Taken:** None.

The meeting was adjourned by the Chair at 2:20 p.m.



# Network Manager Report – Addendum

Month Ending Jun 2020

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Social Media Efforts

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# SOCIAL MEDIA EFFORTS

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47 likes

ksgovernment Starting Friday, masks are required in indoor public places, and all outdoor gatherings where social distancing is not possible. Together, when we all mask up, we will help slow the spread.

6 days ago

Kansas.gov - Kansas Government

Posted by Hootsuite 5d · 🌐

📢 COVID-19 in Kansas

The data shows cases are rising in Kansas... See More

Daily Counts of New Cases and Total Cases Reported by Date Diagnosed

Category	Count
Statewide Deaths	272
Hospitalizations	1,195
Cases	14,990

4 🤔 😬 🤔 2 Comments 3 Shares 🌐

Kansas.gov - Kansas Government

May 19 · 🌐

Starting Friday, we will move onto modified Phase 2, which allows the following:

- 🏆 Sports tournaments, and practices can start
- 👤 Up to 15 people at mass gatherings
- 🏠 Indoor leisure spaces can reopen

And more, learn it all at [covid.ks.gov](https://covid.ks.gov).

**PHASE TWO**  
BEGINS MAY 22, 2020 AS DIRECTED BY EXECUTIVE ORDER 20-54

**GATHERINGS**  
Mass gatherings of no more than 15 individuals allowed.

**INDIVIDUALS**  
Public and private establishments in public settings.  
Masses of 15 or more allowed.

**EMPLOYERS**  
Businesses & groups encouraged to stay open.  
High-capacity establishments permitted to remain in operation.

**TRAVEL**  
Permitted to seek assistance of state.  
Private travel and accompanying gatherings are limited to high-capacity areas.

**GOVERNOR Laura Kelly**

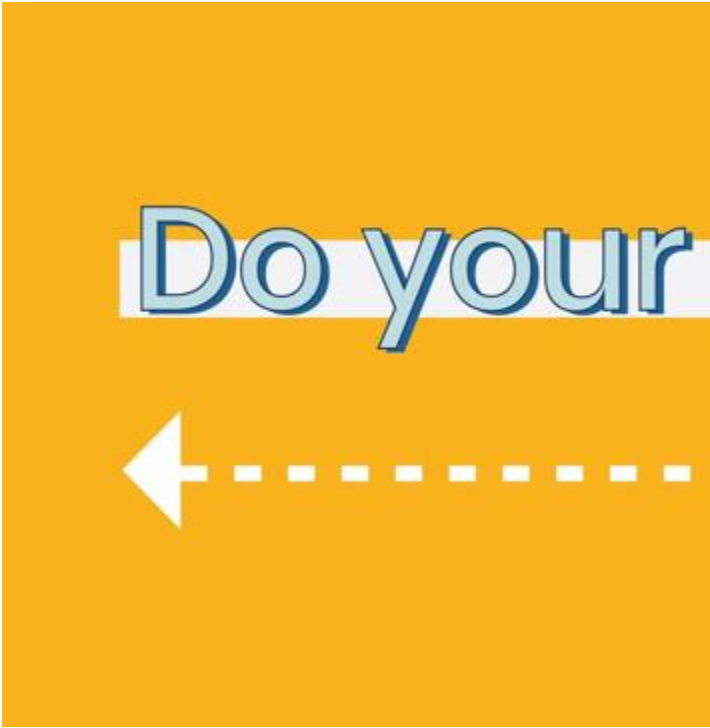
May 19 · 🌐

Under the modified Phase 2, organized sports facilities and practices, community centers, indoor leisure spaces like arcades and theaters, in-person group exercise classes and state-owned-and-operated casinos may open on May 22.

Bars and night clubs, swimming pools, fairs, festivals, carnivals and summer camps will remain closed during Phase 2. To view the "Ad Astra" plan in its entirety, visit [covid.ks.gov](https://covid.ks.gov).

# Public Health





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ksgovernment Thank you for doing your part and helping Kansas reopen safely. Pt. 3

Census  
Awareness



# Voter Info

## 2020 Voting Deadlines

**JULY 14**

Last day to register to vote for the Primary Election

**JULY 15**

First day advance ballots are mailed and in-person advance voting begins

**JULY 28**

Deadline for voters to apply for advance ballots to be mailed for the Primary Election

**AUGUST 4**

Primary Election

**OCTOBER 13**

Last day to register to vote for the General Election

**OCTOBER 14**

First day advance ballots are mailed and in-person advance voting may begin

**OCTOBER 27**

Deadline for voters to apply for advance ballots to be mailed for the General Election

**NOVEMBER 3**

General Election



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**ksgovernment** Election season is coming and in Kansas, you can cast your ballot several ways:

- 1 In-person voting
- 2 Advance voting
- 3 By mail

Advance ballots must be postmarked on or before Election day or they can also be hand-delivered to your county election office or any polling location within your county on Election Day. More information at the link in bio.

3w



**socialgirlinks**  
@aseekerofgoodvibes



Liked by jocolibrary and others

JUNE 12

LET'S LEARN ABOUT  
*Juneteenth*

# History + Social Interest



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ksgovernment This Juneteenth marks 155 years of freedom there's no better time to talk. 🗨️ Swipe to learn about Juneteenth and how you plan to celebrate

3w

Juneteenth (short for June Nineteenth) is a historic day for America.

155 years ago, on June 19, 1865, enslaved blacks in Galveston, Texas, were freed. This news came more than two years after the Emancipation Proclamation ended slavery in Confederate states.

The Emancipation Proclamation, issued by President Abraham Lincoln declared, in part,

*"all persons held as slaves within any State, or designated part of the State, the people whereof shall be in rebellion against the United States, shall be then, thenceforward, and forever free."*

Today, Juneteenth is celebrated as the end of slavery in the United States and is considered the longest-running black holiday.



History + Social Interest



ksgovernment Our Fallen Heroes

The officers who gave their lives in the line of duty will always be our heroes. #NeverForgotten

7w

Charles267 and others



**Here are the names of the heroes honored at the Kansas Law Enforcement Memorial.**



Charles Q. Lukens  
Charles Schram  
Charles T. Connelly  
Chauncey B. Whitney  
Christopher C. Willems



Clarence A. Sanger  
Clarence L. Shields  
Cleo Chrest  
Code H. Hall  
Conroy G. O'Brien



Cory A. Ricks  
D.F. Calhoun  
Daniel D. Trail  
Daniel Weiser  
Danny Laffey  
Dave Break



David A. Kenyon  
David Enzbrenner  
David Gogian  
David L VanMeter  
David W. Burns  
Dean A. Goodheart  
Deanna Hummel Rose  
Donald B. Gamblin, Jr.

**Never Forgotten**