MINUTES

JOINT COMMITTEE ON INFORMATION TECHNOLOGY

November 23-24, 2015
Room 546-S—Statehouse

Members Present

Representative Brett Hildabrand, Chairperson
Senator Marci Francisco
Senator Tom Holland
Senator Garrett Love (November 23, only)
Senator Jeff Melcher
Representative J. R. Claeys
Representative Keith Esau
Representative Brandon Whipple
Representative John Wilson

Members Absent

Senator Mike Petersen, Vice-chairperson
Senator Garrett Love (November 24, only)

Staff Present

Natalie Nelson, Kansas Legislative Research Department
Aaron Klaassen, Kansas Legislative Research Department
Amy Deckard, Kansas Legislative Research Department
Norm Furse, Office of Revisor of Statutes
Natalie Scott, Office of Revisor of Statutes
Gary Deeter, Committee Assistant

Others Attending

See Attached List.

Monday, November 23
Morning Session

CITO Updates

Kelly O'Brien, Judicial CITO, reviewed current information technology (IT) initiatives for the Judicial Branch. He commented on two projects: the Electronic Filing Project and the E-Court Project.

Mr. O'Brien reported, as of November 1, 2015, 74 counties have implemented electronic filing; by spring 2016, all counties will have e-filing capabilities; 4,000 attorneys have signed up for e-filing; and 60,000 cases have been filed electronically. Appellate electronic filings are now mandated, except those filed *pro se.* Responding to questions, Mr. O'Brien said the first $3.1 million from document fees is allocated for the Electronic Case Management System. Data storage is handled by the Court; case files reside in the respective counties. After all counties are e-filing-capable, electronic filing likely will be mandated statewide.

Mr. O'Brien stated, using Full Court Management software, the E-Court Project will create an electronic courthouse with centralized case management and centralized data storage. Presently the IT staff are evaluating processes and regulations for the proposed system. Replying to questions, he stated all counties except Johnson County will use the same software. He explained the present system focuses on county clerks; however, the proposed system will include judges and court services officers. He replied the courts are working with the Kansas Bureau of Investigation to create an electronic disposition repository, which is anticipated to go live in December 2015.

James Miller, Legislative CITO, outlined the remedial and updated work preparing Kansas Legislative Information Systems and Services (KLISS) for the 2016 Legislative Session (Attachment 1). He commented on each of the 15 work-order items: KLISS is ready for the 2016 Legislative Session.

- Temporary tools will enable the Revisor's Office to create bills and amendments; the entire Revisor's interface will be completed by 2017.

- Report creation for the Kansas Legislative Research Department has been simplified.

- An improved search process has been implemented using Lexmark Software.

- Cell coverage in the Capitol is nearly universal.

Mr. Miller responded to members' questions:

- Committee minutes are available online whenever the Committee Chairperson approves them.

- The core system is developed by Propylon; the base system is developed and deployed by in-house staff.

- The House Education and the House Health and Human Services Committees participated last session in a pilot program to create a paperless committee.

- The core system is reliable.

- The present reporting structure template needs to be upgraded to be more effective.

- Mr. Miller will check to see whether, following a committee bill hearing, the testimony can follow the bill.

- KLISS can accommodate video streaming.

A member commented that the practice of vacating the content of a bill and amending other content under the bill number makes it difficult to track a bill.

Phil Wittmer introduced himself as the new Executive Branch CITO, presented a vision of an IT future for Kansas, outlined leadership initiatives to enhance the effectiveness of IT services, and reviewed the Kansas Information Technology Office quarterly reports (Attachment 2). He stated his vision for the Executive Branch will be to manage the state's IT capability in a way that is effective and financially responsible; to do so, he is developing a core leadership team and four working groups to focus on people, finances, and IT architecture.

A member observed low state remuneration for IT staff makes it difficult to hire from the private sector. Mr. Wittmer replied with several options to minimize that problem; among them are outsourcing and employing university students and veterans.

A motion was made by Representative Esau and seconded by Representative Wilson to approve the Committee minutes for May 19, 2015. The motion passed.

Afternoon Session

Following the lunch break, Mr. Wittmer resumed his report by reviewing the agency quarterly reports. Of the 21 active projects, he noted 2 are in Caution status, 6 in Alert status, and 2 are on hold. He listed the completed projects and reviewed the new approved projects.

A member stated some IT projects seem duplicative and suggested appropriate vendors could streamline project administration and capital investment. Mr. Wittmer replied his goal is to become a solutions broker, not a solutions developer.

Mr. Wittmer and J. R. Growney, Project Manager, updated the Committee regarding the Microsoft 365 Project. Mr. Growney reported the infrastructure and architecture are completed. Testing the system is being initiated, after which production will begin with a pilot project; the pilot project will be ready for implementation by the end of the year. He stated one of the challenges will be to standardize e-mail statewide. The Office of Information Technology Services (OITS) will become the hub for all agencies. Security measures and encryption will be crucial especially for the Criminal Justice Information System and other data centers.

Mr. Wittmer outlined several other initiatives. He commented on the Executive Branch Technology Modernization Project, which will consolidate data centers and implement a private cloud. A further proposal will be to transition PeopleSoft users statewide to a hosted environment.

The meeting was recessed at 2:25 p.m.

Review of Information Technology Projects

Chairperson Hildabrand explained the need for confidentiality and, subsequently, made the following motion to go into executive session for further review and discussion:

I move that the open meeting of the Joint Committee on Information Technology in Room 546-S of the Statehouse be recessed for a closed, executive meeting to commence immediately in Room 546-S of the Statehouse pursuant to subsection (b)(13) of KSA 2014 Supp. 75-4319 for a discussion of the security of the information systems with Ron Kaufman, Kansas Department of Wildlife, Parks and Tourism; Jim Miller, Legislative CITO; Katrin Osterhaus, Principal Auditor, Legislative Post Audit; and Phil Whittmer, Executive CITO, which subject is under consideration by the Joint Committee on Information Technology, because open discussion would jeopardize the security of the information systems, that the Joint Committee on Information Technology resume the open meeting in Room 546-S of the Statehouse at 9:36 a.m., and that this motion, if adopted, be recorded in the minutes of the Joint Committee on Information Technology and be maintained as a part of the permanent records of the Committee.

The Chairperson's motion was seconded by Representative Esau, to recess the Committee for a closed executive session to consider a security audit of the Kansas Department of Wildlife, Parks, and Tourism by Legislative Post Audit. <u>The motion was adopted</u> for the closed meeting in Room 546-South of the Statehouse on November 24, 2015.

The open meeting resumed at 9:38 a.m.

The Chairperson, explaining the need for confidentiality, subsequently made the following motion to go into executive session for further review and discussion:

I move that the open meeting of the Joint Committee on Information Technology in Room 546-S of the Statehouse be recessed for a closed, executive meeting to commence immediately in Room 546-S of the Statehouse pursuant to subsection (b)(13) of KSA 2014 Supp. 75-4319 for a discussion of the security of the information systems with Katrin Osterhaus, Principal Auditor, Legislative Post Audit; Alex Gard, Principal IT Auditor, Legislative Post Audit; Justin Stowe, Deputy Post Auditor and Audit Manager, Legislative Post Audit; Mike Nixon, IT Security, Legislative Post Audit; Jim Miller, Legislative CITO; and Phil Whittmer, Executive CITO, which subject is under consideration by the Joint Committee on Information Technology, because open discussion would jeopardize the security of the information systems, that the Joint Committee on Information Technology resume the open meeting in Room 546-S of the Statehouse at 10:40 a.m., and that this motion, if adopted, be recorded in the minutes of the Joint Committee on Information Technology and be maintained as a part of the permanent records of the Committee.

The Chairperson's motion was seconded by Representative Esau to recess the Committee for a closed executive session to receive an update from the Legislative Division of Post Audit regarding security audits conducted and in progress. The motion was adopted for the closed meeting in Room 546-South of the Statehouse on November 24, 2015.

The Committee reconvened at 10:42 a.m. Chairperson Hildabrand welcomed Glen Yancey, Kansas Department of Health and Environment, who updated the Committee on the Kansas Eligibility and Enforcement System Project (Attachment 3). He stated production began in June 2015, with a pilot program scheduled for March 2016. Through August 2016, the fixed-cost contract with Accenture will total $190 million; in-house costs are estimated to be $44 million. He stated Phase 3 will include preparing, testing, and reviewing scripts. He noted federal mandates, policy changes, and enhancements have expanded the original cost estimates. Answering questions, Mr. Yancey replied federal/state match will vary: some 90 percent/10 percent, others 85 percent/15 percent or 50 percent/50 percent. Overall the federal/state match is 80 percent/20 percent.

Brad Ridley, Kansas Department for Aging and Disability Services (KDADS), reviewed the history of and progress on the agency's Kansas Aging Management Information System (KAMIS) Project (Attachment 4). He explained the system was originally designed for use by Area Agencies on Aging; it has expanded as one of many web-based applications and, currently, 70,000 KDADS customers receive services through the system, including the 3 KanCare managed care organizations and other community agencies. He noted, currently, the agency is using an on-site Oracle database, but will soon migrate to an off-site data center hosted by the OITS. Responding to questions, Mr. Ridley replied tests of the system indicate inaccurate data is not a system problem; however, the agency is working toward automated responses to constituent queries. A member requested further information on how problems are being resolved.

Henry Mace, Chief Information Officer, KDADS, adding further information on KAMIS, stated the system transacts 30,000 to 50,000 responses daily. Responding to a question, he stated the 16 employees handle all the IT functions for the agency.

Chairperson Hildabrand invited members to offer recommendations to the 2016 Legislature based on information heard by the Committee during the year. The members reached consensus on the following items to be included in the report:

● In review of agency projects, the Committee noted the reoccurring prevalence of technology disparities, as well as many small free-standing IT structures continually being created within individual agencies that could all significantly benefit from the formalized structure and environment of a centralized system. The Committee noted a centralized system would have considerable strengths in the following areas: system security and management, updates and maintenance, cost savings and control, expertise sharing and sustainability, and overall effectiveness of statewide information technology efforts.

● The Committee recognizes efforts and successes in moving towards a more centralized and organized IT structure within the state. The Committee noted the State already has a significant presence in the cloud environment for such products as Microsoft Office 365, but could potentially harness even more economies of scale and more of the benefits which additional integration into a cloud-structured environment could potentially afford. This type of environment

has the potential to significantly reduce capital expenditures, and the Committee recognizes, while there could be some initial migration costs associated, the ongoing cost could potentially be minimized in the form of monthly recurring payment. The Committee heard reports regarding the OITS and noted a similarity to efforts that were started with the Division of Information Systems and Communications (DISC), which are now largely provided and continued by OITS. The Committee emphasizes the need for professionally managed oversight of IT efforts and, in consideration of its importance, the Committee expressed considerations regarding the utilization of the services that a professional recruiting organization could provide in order to help manage personnel needs, and in collaboration between OITS and a recruiting organization, to structure and form such an oversight team.

● The Committee recommended activities to centralize statewide IT policy, infrastructure, provision, and progression efforts. The Committee recommended the branch chief IT officers, in collaboration with agencies and others with IT expertise, work to define and, with the Legislature's assistance, refine an action plan to be presented to the Legislature to provide and further efforts towards a centralized IT structure. Significant emphasis was placed by the Committee upon thorough consideration and utilization of an end-point structure analysis within each area involved. The Committee requested a preliminary plan, including a timeline and initial recommendations, be brought before the Committee for consideration near the beginning of the 2016 Legislative Session to begin the conversation to continue review and development. As part of this review, the Committee would like to evaluate the findings of the efficiency study, which may provide additional considerations in regards to centralization efforts, further noting the possibility of the Committee assisting with the introduction of legislation as the need arises. Areas of consideration discussed by the Committee included the following:

  ○ **Policy:** The Committee recommends a statewide Wi-Fi security and mobile device standard be created. This standard should include an architecture and security structure with policies created for mobile devices, encryption, and state email and cloud-based services.

  ○ **Infrastructure:** The Committee recommends a project management function be prioritized to focus on infrastructure and asset centralization. This function should work to leverage current and future acquisition and maintenance of information technology through the development and implementation of strategies in the areas of licenses, programs, equipment, systems, and services provisions.

  ○ **Active Evaluation:** The Committee recommends all projects include some form of basic metrics by which the project can be evaluated for successes; refinements, revisions, or both; or other forms of resolution.

A motion was made by Representative Esau, seconded by Senator Melcher, to approved the Committee report recommendations. <u>The motion passed</u>.

The meeting was adjourned at 11:58 a.m. No further meeting was scheduled.

Prepared by Gary Deeter
Edited by Aaron Klaassen

Approved by the Committee on:

        March 14, 2016
                (Date)