

MINUTES

JOINT COMMITTEE ON INFORMATION TECHNOLOGY

December 8-9, 2016
Room 144-S—Statehouse

Members Present

Senator Mike Petersen, Chairperson
Senator Marci Francisco
Senator Jeff Melcher (December 9)
Representative Blake Carpenter (substitute member – December 9)
Representative J. R. Claeys
Representative Peggy Mast (substitute member – December 9)
Representative Brandon Whipple
Representative John Wilson

Members Absent

Representative Brett Hildabrand, Vice-chairperson
Senator Tom Holland
Senator Garrett Love
Senator Jeff Melcher (December 8)

Staff Present

Natalie Nelson, Kansas Legislative Research Department
Amy Deckard, Kansas Legislative Research Department
Mark Skoglund, Kansas Legislative Research Department
Natalie Scott, Office of Revisor of Statutes
Matt Sterling, Office of Revisor of Statutes
Gary Deeter, Committee Assistant

Conferees

Phil Wittmer, Executive Chief Information Technology Officer
Kelly O'Brien, Judicial Chief Information Technology Officer
Jim Miller, Legislative Chief Information Technology Officer
Captain Justin Bramlett, Kansas Highway Patrol
Clyde-Emmanuel Meador, Legislative Post Audit
Sara Spinks, Interim Director, Kansas Information Technology Office (KITO)

Others Attending

See [Attached List](#).

**Thursday, December 8
Morning Session**

Chief Information Technology Officer (CITO) Updates

The Chairperson called the meeting to order at 10:13 a.m., requested staff introduce themselves, and welcomed Phil Wittmer, Executive Chief Information Technology Officer (CITO). Mr. Wittmer distributed a business card with a QR code that provided access to the Kansas Information Technology Office (KITO) quarterly reports (<http://oits.ks.gov/docs/default-source/oitsdocumentlibrary/ebit-2016-strategic-plan.pdf?sfvrsn=12>).

Mr. Wittmer reviewed the latest quarterly IT project report ([Attachment 1](#)). Of the 21 active projects, he stated 13 were in good standing, 2 were in Caution status, 3 were in Alert status, 2 were on hold, and one was being recast. He reported the statewide email Office 365 rollout has been installed on 11,000 of 18,000 devices; the project will be completed in February 2017. He expanded on the 3 projects on Alert status ([Attachment 2](#)) and reported the Kansas Department of Health and Environment's Kansas Enrollment and Eligibility System (KEES) project will go live April 2017. He also noted the Kansas Criminal Justice Information System's (KCJIS) eCitation Project has been slowed due to voluntary-only participation of local law enforcement entities. He stated personal phone calls should increase participation.

Mr. Wittmer discussed planned projects and completed projects, and provided a customer-centered strategic plan for information technology statewide ([Attachment 3](#)). He noted the risk factors, outlined the guiding principles for the new venture, and listed the strategic goals: use economies of scale to achieve efficiency, enhance transparency, increase security, and implement a new IT operating model, which will transition KITO into an Enterprise Project Management Office (EPMO). Mr. Wittmer further stated, because agencies have been migrating away from the KITO mainframe, the mainframe will be re-platformed and outsourced. He stated recovery systems will be consolidated and cloud-based, and a Tier 1 Help Desk will be created.

Answering questions about the proposed new IT operating model, Mr. Wittmer stated transition resources will be funded by a grant from the Information Network of Kansas (INK), and that transition training will be crucial. He stated a training module by vendor Ensono might be helpful. He also stated recruitment and retention of staff must be a priority. Keeping salaries competitive with the private sector remains the critical factor in retaining employees, so his office will continue to establish relationships with technical schools and universities to expand recruitment efforts.

Answering a question about how his office prioritizes projects, Mr. Wittmer explained it is largely based on available funding, such as in the case of federal funds earmarked for specific IT projects.

Kelly O'Brien, Judicial CITO, provided a status update for the eCourt Project, which will include a centralized case-management system and a redesigned Kansas courts website ([Attachment 4](#)). He reported the electronic filing project is completed statewide, with two-thirds of district courts participating. A request for proposal (RFP) for the case management system will close within a week; the proposed new system will combine cloud-based and Internet-based resources. Regarding the court website, a \$50,000 grant from the State Justice Institute will provide the funds for a needs assessment and the Office of Judicial Administration will use that assessment while calling for RFPs in early 2017. Responding to a question, Mr. Wittmer stated

implementing a shared workload will be challenging since it involves collaboration among the various district courts.

Jim Miller, Legislative CITO, updated the Committee on Kansas Legislative Information Systems and Services (KLISS) ([Attachment 5](#)). He reviewed the five application modules that provide services to the Legislature and to the public, identifying specific areas where enhancements are being made. He also stated the new biennium rollout will be ready for the Legislative Session on January 8, 2017. He referenced information from the Revisor of Statutes regarding an improved amendatory reporting process in KLISS ([Attachment 6](#)). Addressing technical enhancements, he commented on the current status of live-streaming committee and chamber activities, which is being funded by an INK grant. He announced the deployment of new legislative laptops and the transition of data storage from the Office of Information Technology Services to a third-party vendor, a change that will address bandwidth and capacity concerns. He explained the transition will be cost-effective and will allow the Legislature to take ownership of the network.

Matt Sterling, Office of the Revisor of Statutes, commented on the efforts made by the Revisor's Office and the Legislative Office of Information Services to improve the writing of amendatory reports in KLISS over the course of the 2016 Interim. While improvements have been made, more work will need to be done next interim to complete the project.

Afternoon Session

Review of Information Technology Projects and Other Matters

Captain Justin Bramlett, Kansas Highway Patrol (KHP), provided information regarding the agency's compliance with KCJIS ([Attachment 7](#)). He explained the Federal Bureau of Investigation audits KHP and the Kansas Bureau of Investigation every three years to assure that both agencies comply with the security codes for KCJIS. He reported KHP has a 98.6 percent compliance rate. He also commented on internal security audits, which he considers more of an awareness program than a comprehensive audit.

Clyde-Emmanuel Meador, auditor for the Legislative Division of Post Audit (LPA), reported on a comprehensive three-year IT security audit of 20 selected Kansas agencies ([Attachment 8](#)). He summarized his report by saying that 13 of the 20 agencies did not substantially comply with applicable IT security standards. Items of concern include: unpatched vulnerabilities, insufficient knowledge and resources, outdated software, unsupported operating systems, erratic access restrictions, inadequate environmental controls, porous firewalls, and inconsistent security training.

Friday, December 9 Morning Session

Review of Information Technology Projects and Other Matters

The Committee reconvened at 9:15 a.m. Sara Spinks, Interim Director, KITO, explained the requirements for IT project managers ([Attachment 9](#)). She said minimum requirements are a Bachelor's degree and five years of project management experience. For certification, a person must also complete the three-week Kansas Project Management Methodology course. Ms. Spinks responded to members' questions:

- The training module is over ten years old and needs to be updated. As soon as funds are available, the training contract will be renewed.
- Plans to update the training include giving more authority to project managers in dealing with vendors and project staff.
- KITO must sign off on all projects over \$50,000; approval includes assessing security effectiveness.
- The interview process for project managers includes an evaluation of people skills as well as IT knowledge and experience.

The following motion was then made by Senator Francisco and seconded by Representative Wilson:

I move the open meeting of the Joint Committee on Information Technology in Room 144-S of the Statehouse be recessed for a closed, executive meeting to commence immediately in Room 144-S of the Statehouse pursuant to KSA 2015 Supp. 75-4319(b)(13) for a discussion of the security of the information systems with representatives of the Division of Legislative Post Audit, Katrin Osterhaus and Clyde-Emmanuel Meador, and Phil Wittmer, Executive Chief Information Technology Officer, 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 144-S of the Statehouse at 9:50 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 motion was adopted at 9:25 a.m. on December 9, 2016.

The Committee reconvened at 9:50 a.m.. A further motion was made by Senator Francisco and seconded by Representative Whipple:

I move the executive session be extended pursuant to KSA 2015 Supp. 75-4319(b)(13) to continue the discussion of the security of the information systems with the same representatives and to reconvene the meeting in 144-S at 10:05 a.m.

The motion was adopted at 9:51 a.m. on December 9, 2016.

The Committee resumed at 10:05 a.m. Mr. Wittmer returned to expand his comments about cybersecurity; outlining the three steps to improve IT security: 1) thorough training for staff competency; 2) multi-layered backdrop response; and 3) encryption. He stated that as Executive CITO, he plans to move toward centralized security and to outsource the State's data centers to a private cloud. Also, he plans to migrate to a service model for hardware, using a third-party vendor for purchasing and maintaining computer equipment. He noted that the transition will require legislation and funding estimated to be \$9 million; the new model will

promote collaboration, efficiency, focus, and predictive analysis. Mr. Wittmer responded to members' questions:

- The LPA audits are helpful in identifying important issues.
- Moving from KITO to an Enterprise Project Manager Office (EMPO) will help focus the transition for the agencies.
- The key is a competent IT workforce; recruitment will expand to utilize university and technical school graduates who will devote their first years of employment with the state before moving on to industry.

A motion was made by Senator Francisco and seconded by Representative Carpenter to approve the Joint Committee (JCIT) minutes for March 14, 2016. During discussion, a member suggested that Senator Holland's recommendation to add a Ranking Minority position to the Committee leadership be included in the minutes. Representative Whipple moved, seconded by Senator Francisco, to include Senator Holland's recommendation to the minutes. The amendment was approved. The minutes were unanimously approved as amended.

Committee Comments and Recommendations

The Chairperson invited members to make recommendations for the Committee's annual report to the legislature. Members discussed the importance of security training for legislators, agencies with consistent security vulnerabilities, the need for accountability, and ways to communicate security issues to agencies.

A motion was made by Senator Peterson, seconded by Representative Wilson, to recommend the Legislative CITO consider requiring multi-factor authentication for legislators in order to access the legislative network. The motion passed.

A motion was made by Representative Wilson and seconded by Representative Mast to recommend the Executive CITO make IT security a primary priority as the Executive Branch IT 2016-2017 Strategic Plan is implemented; the Committee supports the guiding principles of the Plan related to customer focus, financial value, people, solution brokers, innovation, and security. The motion passed.

A motion was made by Senator Francisco and seconded by Representative Wilson to recommend the House Committee on Appropriations and Senate Committee on Ways and Means consider adding proviso language to the FY 2018 budget bill to identify a portion of an agency's budget that may be deferred until the agency can show it has addressed findings of critical security risks made in the agency's most recent security audit.. The motion passed.

A motion was made by Senator Petersen and seconded by Representative Mast recommending the Chief Information Security Officer separately review security plans and certify approval of the security plan for proposed new projects over \$250,000 prior to approval by the Executive CITO. The motion passed.

A motion was made by Representative Mast, seconded by Representative Carpenter, recommending the Legislative CITO review the security policies for interns and temporary staff

accessing the secure legislative network and collaborate with leadership to implement necessary security changes. The motion passed.

A motion was made by Representative Mast and seconded by Representative Wilson to recommend technology security training be provided to all members within the first three weeks of the 2017 Legislative Session and that House and Senate leadership make attendance mandatory and record such attendance. The motion passed.

A motion was made by Senator Francisco and seconded by Representative Whipple expressing gratitude to the Legislative Division of Post Audit for its service to the Committee. The motion passed.

A motion was made by Senator Petersen and seconded by Representative Wilson directing that the JCIT 2017 annual report be distributed to the House Committee on Appropriations and the Senate Committee on Ways and Means. The motion passed.

The meeting was adjourned at 11:45 a.m. No further meeting was scheduled.

Prepared by Gary Deeter
Edited by Natalie Nelson

Approved by the Committee on:

January 4, 2017
(Date)