MINUTES

JOINT COMMITTEE ON INFORMATION TECHNOLOGY

September 16-17, 2002
Room 531-N—Statehouse

Members Present

Senator Tim Huelskamp, Chairperson
Representative Jim Morrison, Vice Chairperson
Senator Jay Emler
Senator Paul Feleciano, Jr.
Senator Larry Salmans
Senator Chris Steineger
Representative Tom Burroughs
Representative John Faber
Representative Doug Gatewood

Staff

Julian Efird, Kansas Legislative Research Department
Mary Torrence, Revisor of Statute's Office
Lisa Montgomery, Revisor of Statute's Office
Richard Hays, Legislative Chief Information Technology Officer
Gary Deeter, Committee Secretary

Conferees

Jim Rousseau, Director of Information Technology, Kansas Department of Health and Environment
Chris Ross-Baze, Director, Kansas Department of Health and Environment, Bureau of Child Care Licensing and Regulation
Rob Beilfuss, Source Water Assessment Coordinator, Bureau of Water, Kansas Department of Health and Environment
Elizabeth Saadi, Acting Director, Center for Health and Environmental Statistics, Kansas Department of Health and Environment
Carlos Usera, Byrne Grant Project Manager, Kansas Department of Corrections
Keith Kocher, Assistant Attorney General, Kansas Lottery
Tim Blevins, Chief Information Officer, Kansas Department of Revenue

Martha Heizenga, Project Manager, Channel Management Infrastructure/Intelligent Character Recognition Replacement Project, Kansas Department of Revenue
Sheila Walker, Director of Vehicles, Kansas Department of Revenue
Mark Beck, Director of Property Valuation, Kansas Department of Revenue
John Oliver, Chief Information Officer, Kansas Public Employees Retirement System
Scott Carlson, Assistant Director, State Conservation Commission
Joe Basgall, IT Director, Kansas Department of Human Resources
Pat Michaelis, State Archivist, Kansas State Historical Society
Marilu Goodyear, Vice Provost for Information Services, University of Kansas
Ray Hauke, Vice President for Administration and Fiscal Affairs, Emporia State University
John Ziegler, Associate Vice President for Information Technology, Emporia State University
David Schmidt, Director, Computing and Telecommunications Center, Fort Hays University

Monday, September 16
Morning Session

The minutes for the August 22, 2002, meeting were unanimously <u>approved</u>, (motion by Representative Morrison, seconded by Senator Salmans).

Jim Rousseau, Director of Information Systems for the Kansas Department of Health and Environment (KDHE), introduced three agency projects that are currently being implemented.

Chris Ross-Baze, Director of the Bureau of Child Care Licensing and Regulation, reported on the Child Care Licensing and Registration Information Systems (CLARIS) Project, which will provide an Internet based system for licensure, inspection, compliance and enforcement (<u>Attachment 1</u>). She said the project, with a total estimated cost of $1.1 million, is on schedule, within budget, and will be online by May 2003. She said the process of acquiring hardware and software is nearly complete. The final phase, implementation, and testing, has already begun. Answering questions, Ms. Ross-Baze said CLARIS was not designed to be a central repository for social service, judicial, and criminal justice agencies, but might be enhanced to provide additional capability. She said no complaint against a child-care provider was made public until an investigation confirmed the complaint.

Rob Beilfuss, Source Water Assessment Coordinator, Bureau of Water, KDHE, reviewed the Automated Source Water Assessment Tool (ASWAT) project (<u>Attachment 2</u>). He said one facet of the federal Safe Drinking Water Act of 1996 included a source-water assessment mandate to delineate assessment areas, to inventory potential contamination sources, and to categorize pollutants. He noted that the present project was approved by the federal Environmental Protection Agency. The project went online September 3, 2002, after assistance from consultants Burns and McDonnell to make the product more user-

friendly. Total cost of the project was $305,461. Members expressed concern that the information gathered is not updated and could be misconstrued by the public.

Elizabeth Saadi, Director, Center for Health and Environmental Statistics, KDHE, addressed the Vital Statistics Integrated Information System Re-Engineering Project (Attachment 3). She said the upgrade was from Windows 3.1 and that the implementation of a new optical disk imaging system has been completed. A request for proposal (RFP) was let in April 2002 for Phase II, a web-based electronic birth registration system, an upgrade of the remaining vital records (death, marriage, divorce, induced termination of pregnancy, and stillbirth), and data conversion of older records. Currently, a team is reviewing proposals from seven respondents to select a vendor. She said funding was provided by Kansas Development Finance Authority revenue bonds for $3.385 million and repayment includes an annual appropriation from the State General Fund for $200,000 per year for eight years. Other funding is provided from the Vital Statistics Maintenance Fee Fund.

Carlos Usera, Byrne Grant Project Manager, Kansas Department of Corrections (KDOC), reviewed the status of the Kansas Adult Supervised Population Electronic Repository (KASPER), a web-based project (Attachment 4). He said the project's cost over three years is estimated at $1.474 million, with 75 percent financing provided by a federal Byrne Grant and the remainder by a State General Fund match of $401,051.55. An outside contractor was used to assist in solving specific problems. The project is on time and the budget will depend on future SGF appropriations for matching federal funds. He noted that 78,000 offender records are now available to law enforcement units and to the public; 25,000 photos are being added, as well as Juvenile Justice Authority intake and assessment data. In the future, probation records will be included. He noted that the public KASPER has been online since March 1, 2002. Answering questions, Mr. Usera said because Byrne Grants are available in one-year increments, and because the estimated total cost of the project has increased, he will refile the project plan with the Chief Information Technology Officer (CITO).

Keith Kocher, Assistant Attorney General, reported on the Kansas Lottery's telecommunication services and equipment contract that is pending with GTech Corporation (Attachment 5). He said an RFP was issued in April 2002, and a new contract was approved by the Commission creating a new lottery network for the approximately 1,800 Kansas Lottery retail outlets using GTech's wireless system of radio/satellite transmission. GTech will provide all the equipment and installation. Each retail terminal will be assessed a monthly $40 fee to help pay the contracted $82.50 fee. Answering questions, Mr. Kocher said the Lottery will realize $1.5 million savings per year. GTech's eight-year contract is based on a flat fee with no accelerator clause. Representative Morrison noted that the network might be available for other state services that could use wireless telecommunications.

Afternoon Session

Tim Blevins, Chief Information Officer, Kansas Department of Revenue (KDOR), introduced three current agency projects (Attachment 6).

Martha Heizenga, Project Manager, Channel Management Infrastructure/Intelligent Character Recognition Replacement project, stated that information character recognition (ICR) advancements required replacement of image processing software (Attachment 7). The $663,140 project has completed implementation and testing, and went into operation last week.

Sheila Walker, Director, Division of Vehicles, KDOR, reported that WebTags and TeleTags will go live this week, giving Kansans two new ways to renew motor vehicle registration electronically (Attachment 8). She said the project, within budget and on schedule, presently has two of the top four insurance companies participating. She expects other major companies to be involved by October. She estimated a 5 percent use rate the first year, 15 percent the second year, and 30 percent by the third year. Sample web pages (Attachment 9) prompted discussion among members regarding credit card payment fees. (The present statewide contract with Official Payment Corporation (OFC) for credit card payments creates a "convenience fee" for motor vehicle registration renewals averaging $11 per transaction.)

Mark Beck, Director, Property Valuation Division, KDOR, reported on the replacement project for the Computer-Assisted Mass Appraisal System (CAMA) that provides the state and local units with appraisal software (Attachment 10). He said after selecting DBSI as software development vendor and completing 15 percent of the $1.8 million development, the project has been placed on hold in order to review the application (Attachment 11). To date, $278,683 has been paid on the $1,782,900 contract. He said a reconstituted project plan should be complete by March 1, 2003. Answering questions, he said the design document will be helpful even if the project is redirected. He pledged to provide members with information in seven to ten days after deliberations currently underway are finalized in regard to the project contractor.

John Oliver, Chief Information Officer, Kansas Public Employees Retirement System (KPERS), updated the Committee on the Workflow Re-engineering/Imaged Document Management System (Attachment 12). He said the $2.8 million project was begun in November 1999 to replace a 40-year-old system. He reviewed a series of delays that the project has experienced due to Y2K mitigation, staff priorities, and changes in software. He noted that the most recent contract was awarded April 2002 and a revised project plan was approved May 2002 for incremental steps in replacing infrastructure (imaging hardware and software), backfile conversion, and process re-engineering. Mr. Oliver said that further delays will necessitate analysis of alternatives, after which the plan will be refiled.

Scott Carlson, Assistant Director, State Conservation Commission, reviewed the status of the Cost-Share Program Management Information System (Attachments 13 and 14). He said the project is currently in Phase II (approved February 25, 2002), which will

shift cost-share contract transactions from county and district offices to a Unix-driven system. Phase II is scheduled for completion in November 2002, and Phase III (integration with the Geographic Information System and with Personnel Reporting) will begin July 1, 2003. Mr. Carlson reported that the total cost of the project is $463,326, which is within budget, but has been delayed about 60 days due to testing and coding requirements. Members encouraged Mr. Carlson to integrate the system with other agency systems which use the same information.

Joe Basgall, Information Technology Director, Kansas Department of Human Resources (KDHR), discussed the agency request for additional funding from the Reed Act for administration of the state unemployment program (Attachment 15). He said that $1 million of the $4 million request would be used for four information technology projects: an integrated desktop employer application, an electronic employee notice procedure, quality control in the three call centers, and new mainframe printers.

Richard Hays, Legislative Chief Information Technology Officer, discussed a letter the JCIT had previously authorized at its June 20, 2002, meeting. The resulting letter was reviewed by the Legislative Coordinating Council (LCC) regarding the Board of Regents' oversight of certain projects. Rather than approving a letter to be sent, the LCC assigned the Joint Committee an interim study topic (examine possible efficiencies and resulting budget savings from technology) to allow further review of Regents projects either underway or planned. Three Regents institutions were invited to the September meeting in partially fulfilling the LCC study proposal.

Tuesday, September 17
Morning Session

Pat Michaelis, State Archivist, reviewed electronic records management in Kansas (Attachment 16). She said the statutes governing state records are broad enough to include electronic records, and she outlined basic principles for collecting and preserving records:

- Maintain accessibility by keeping records current with new software and storage formats;

- Tag data for effective retention and recovery;

- Keep standards open and avoid proprietary software;

- Balance public access and confidentiality;

- Assure that agencies address records management and archival issues when building new systems; and

- Ensure reliability and authenticity.

She said that because the State Historical Society is not the custodian of all state records, the Society wants to create partnerships with other agencies to ensure records are preserved and kept accessible. She said the Society has developed guidelines for managing e-mail (Attachment 17) and has developed an electronic record-keeping strategy (Attachment 18), and plan template for agency electronic recording plans (Attachment 19).

Answering questions, Ms. Michaelis said each agency keeps its own records and is responsible for backup and recovery. She said the national archives has established standards for government records. She noted that the state guidelines were developed through two federal grants of $50,000 and $180,000, and that the Society has created an Electronic Records Committee to provide oversight and interaction with other state agencies. She said some agencies convert records to digital records but keep hard copies; others do not. The Society is working with the State Library to maintain all state publications. Members encouraged Ms. Michaelis to continue to promote electronic archives. She replied that the Society plans further training and education for state agencies, for the Legislature, and for local units of government to encourage management and retention of electronic records. She said that DISC is developing an enterprise storage system that offers further storage resources. Members encouraged her to promote system inter-compatibility among agencies. Regarding Ms. Michaelis' recommendation to include record management in each project plan submitted for CITO approval, Senator Feleciano expressed concern about adding another layer to the approval process.

Marilu Goodyear, Vice Provost for Information Services, University of Kansas (KU), reviewed the financial and student information systems using Peoplesoft software (Attachment 20). She said the financial system has been completed. Presently, KU is building the student information system using Peoplesoft 8.0 in order to utilize its web-based platform. She said the system is open, with integrated e-mail, discussion boards, library resources, personnel records, and is able to communicate with other systems. She noted that a single data entry makes the information available to all university departments and, through portal design, enables students and staff to easily access information from anywhere in the state. She reported that of the four components, Admissions is operational, Records and Student Financials will be completed in March 2003, and Financial Aid will begin development June 2003 to be completed January 2005. Total cost of the project is estimated at $13.9 million, with 13 percent allocated for software provided by Peoplesoft. She noted that the new federal mandate (SEVIS) to track foreign students will add $80,000 to the cost of the project.

Ms. Goodyear answered a number of questions: KU's system is more complex than smaller Regents' schools and if mandate for those other institutions, it would force smaller schools to pay more for their system if they tailored Peoplesoft to their schools; KU, KSU, and WSU have staggered schedules for acquiring new systems, making it difficult for the Regents to mandate a unified system; KU owns the hardware and licenses the Peoplesoft products; modifications are jointly owned; only Florida has a unified statewide system, and they are dismantling it; Universities in other states are paying more for comparable systems: Ohio State, $110 million; University of Minnesota, $50 million; Peoplesoft determines the price of their system without regard to the size of a university.

Ray Hauke, Vice President for Administration and Fiscal Affairs, and John Ziegler, Associate Vice President for IT, Emporia State University, reviewed a proposed Administrative System for student, financial, and human resources information (Attachment 21). He said a feasibility study/needs analysis has determined that the present mainframe system is inadequate for relational databases, remote web access, and new releases of software. He said the project is waiting for a federal grant of $1.75 million in order to begin the $2.4 million, four-year project. He said during the interim, the staff are examining other systems.

David Schmidt, Director, Computing and Telecommunications Center, Fort Hays State University, presented a plan to re-engineer the University's student information system (Attachment 22).   He said the mainframe environment had become inadequate for increasing demands for web access, portal interfaces, and recruitment. The University contracted with SunGard after discovering that Peoplesoft costs were 40 percent higher and would have required third-party consultants. He said by August 2003 all systems will be web-enabled, with the system being completed in 2004 at a cost of $1.2 million.

After a brief discussion of future agenda items, the meeting was adjourned. The next meeting is scheduled for Monday and Tuesday, October 21-22, 2002.

Prepared by Gary Deeter
Edited by Julian Efird

Approved by Committee on:

    October 21, 2002