

**Operations / Information Technology / Licensing  
Board Report  
March 2023**

**Administration Update:**

- NCSBN: As part of the duties associated with the NCSBN Board of Directors, Treasurer, Adrian Guerrero attended the Board of Directors Meetings, NCSBN Finance Committee & NLC Policy Committees.
- The Director of Operations (DoO) and IT/Operations staff attended various state meetings this quarter that included the Non-Cabinet Agencies [NCA] HR Meeting and the KS Information Technology Advisory Board meeting.
- [Governor Laura Kelly announced the appointment](#) of KSBN Director of Operations (DoO), Adrian Guerrero, to the Kansas [Information Technology Executive Council](#) as the non-cabinet agency representative. The Information Technology Executive Council is responsible for adopting information technology resource policies, procedures, and project management methodologies for all state agencies; an information technology architecture, including telecommunications systems, networks, and equipment, that covers all state agencies; standards for data management for all state agencies; and a strategic information technology management plan for the state. It provides direction and coordination for the application of the state's information technology resources and designates the ownership of information resource processes and the lead agency for implementation of new technologies and networks shared by multiple agencies in different branches of state government. The composition of the 17-member committee is authorized by ([K.S.A. 75-7202](#)).
- Continuity of Operations Plan (COOP) Update Project - COOP manager, Michelle Brown, is updating various components of the COOP system. Michelle is working in conjunction with the DoO and KS Information Security Office (KISO) on procedural operations review per [ITEC 5000 Series - Business Contingency](#).

COOP Department Process Documentation – KSBN is working in conjunction with KISO to establish departmental process documentation. This is being done to support the COOP update requirements. To date, the Education Assistant section has been completed. Other KSBN departments will follow as the project progresses.

- Project Management Software – A project initiative from the DoO was created to establish a more formalized project management solution to track timelines, dates, and progress, which would allow the DoO to keep the Executive Administrator and KSBN Leadership team updated on the status of various projects. KSBN is learning the new software to allow for more formal project management tracking. KSBN DoO met with OITS to gather standardized guidelines based on OITS project management processes.
- KSBN completed the various security and data sharing agreements with CE Broker. Meetings have occurred and secured data transfers are under development. KSBN project management staff have participated in informational sessions with representatives of CE Broker. Go live date to be determined.

**HR:**

- KSBN hired Mara Hurley as the new Special Investigator. Mara started in January.

- KSBN currently has one position open for recruitment for the senior administrative assistant in education.  
<https://ksbn.kansas.gov/employment/>
- KSBN supervisors completed the 2022 employee performance review evaluations for staff and attended an in-service training session on the new performance management portal.
- KSBN staff attended KASM training.

## Licensing:

- Licensure Statistics:

License Type	Total
Clinical Nurse Specialist	376
Licensed Mental Health Technician	36
Licensed Practical Nurse - Multi-State	1823
Licensed Practical Nurse - Single-State	7501
Nurse Midwife	96
Nurse Practitioner	7015
Registered Nurse - Multi-State	14951
Registered Nurse - Single-State	38191
Registered Nurse Anesthetist	1286
<b>Total</b>	<b>71275</b>

## Online Updates:

- [Discipline Case List Orders](#): KSBN updated the case list in a data driven format on the agency content management system. A total of 9 orders have been updated this quarter.
- Social Media: Approximately 1305 currently follow the sites on [Twitter](#) and 2829 on [FaceBook](#).

## Cybersecurity & Network Updates:

- KSBN DoO continues to work with Information Security Officer's from the KS Information Security Office (KISO). They are assisting with the review of agency information security policies and helping identify areas of risk from vulnerability scans and update the agency risk assessment. This is a continuous weekly effort to review all information security policies and includes consultation time with KSBN Admin and IT staff. These sessions do require extra time commitments by KSBN IT staff, however, have proven very beneficial for agency cybersecurity operations. KSBN is almost complete with the licensing system, system security plan and has completed the required [ITEC 8000 series](#) updates on data inventories. (ITEC 8010-B Data Sensitivity Worksheet).
- KSBN board and staff were provided information regarding Governor Kelly's [Executive Order No 22-10](#) that prohibits use of TikTok on State-Owned Devices and Networks. (EO 22-10 attached) – **Use of TikTok on State Owned Devices and Networks is not authorized.**
- KSBN Staff have started the required State of Kansas 2023 Information Security Awareness (ISA) trainings. KSBN requests KSBN Board Members complete their 2023 ISA training by the June board meeting.
- Network security scanning continues to be a priority for KSBN IT. OITS & KISO are assisting with this effort. KSBN continues to place system patching and network security and policy review as a high priority. This is a continuous ongoing effort. The network VPN security was also upgraded this quarter.

- Data Center Move – Due to the closure of the ISG data centers, KSBN IT researched options for a production and secondary co-location (CoLo)/Disaster Recovery (DR) site for the KSBN IT infrastructure. KSBN has been working with vendors and business partners to organize the primary data center move. The move occurred on December 15, 2022. KSBN IT was back online by midday, however an issue with the state internet provider required an additional 4 hours to re-configure and delayed the service restore until midday December 16<sup>th</sup>. KSBN has also signed contracts and established the data rack space and are in discussions with vendors about the move of the secondary (DR) site. A date for moving that location has not yet been determined.
- Agency Laptops: KSBN procured additional laptops to further allow for the hybrid working. This project was mostly completed in early 2022, however a few staff members were on hold to upgrade their existing laptops. Two existing employees remain and will be upgraded during the first or second quarter of 2023.
- KSBN began initial discussions with our licensing software vendor to add the enforcement components as well as updates to the system core platform. This topic was also discussed at the KSBN Strategic Plan meeting. KSBN is prepared to commit the needed resources to move forward with the upgrades that are needed to implement the enforcement, mobile and reporting modules. This project will be completed in phases over two fiscal years pending budget and KITO project approvals by state officials.

## Imaging & Records:

- The indexing of microfilmed and paper documents into the KSBN Imaging System continues to steadily increase. Currently KSBN has over 3,814,747 images in the system.
- BTCO – KSBN completed the agreement regarding the scanning of the investigative and discipline files in 2022. The first set of files were transferred to BTCO on July 8, 2022. The second phase of the project has started, and 256 boxes were sent to BTCO on February 6, 2023 to begin scanning.
- The imaging systems learn modes were upgraded this quarter due to end of life status of certain Microsoft browser components. The learn mode allows the imaging system to read and automatically provide meta data values to associated records. As part of this update, learn modes were created on Chrome, FireFox and Edge browsers.

## KORA Updates:

- The number and complexity of KORA requests continues to increase significantly, which places the agency, and the State of Kansas, under strict and tight timelines to comply with the law. However, the expectation placed upon the agency continues to increase and requires they be processed as soon as possible (*Regardless of the rise in both quantity and intricacy, including large-scale redactions, eDiscovery processes, and so on*). The cloud based ArkCase software solution will assist KSBN with the processing and compliance processes of the Kansas Open Records Act (KORA) requests. This will be accomplished within the same timeframe and within the same budget (*no additional FTEs were requested to process the requests*).

ArkCase is a cloud-based, low code, no code, case management solution. This flexibility enables KSBN to bring our KORA offerings to a whole new level of effectiveness and modernizes our current “low-tech” approach. Our current offering is high maintenance and has the potential to miss strict deadlines which can lead to errors or lawsuits. ArkCase will allow for workflow and tracking management of these

requests to from the top down, which will ensure all levels of the agency compliance, from the initial submission to the executive administrator oversight of all levels of processing.

KSBN has met with the ArkCase vendors. They provided a demo and Q&A session for relevant staff. KSBN DoO and staff are currently working on the technical specification and requirements documents. Go live date has yet to be determined. The projected timeframe is second quarter 2023.

## **Agency Efficiencies & Successes:**

- KSBN administration met with the new vendors of the KSBN Nursing Newsletter. Arthur L. Davis Publishing Agency, Inc. merged with Health eCareers ([KSBN Newsletter](#)) in late 2022. KSBN shared our expectations for the new providers as well as requests for possible enhancements to our offerings.

They have agreed to continue to assist KSBN with the annual report and strategic plan design as well as will continue to honor the nursing scholarships. KSBN requested a partner metrics report to be created for sharing with the board that will note the “click rates” to show the traffic on our e-newsletter. (Q4 2022 metrics publication report attached)

# Partner Metrics Report

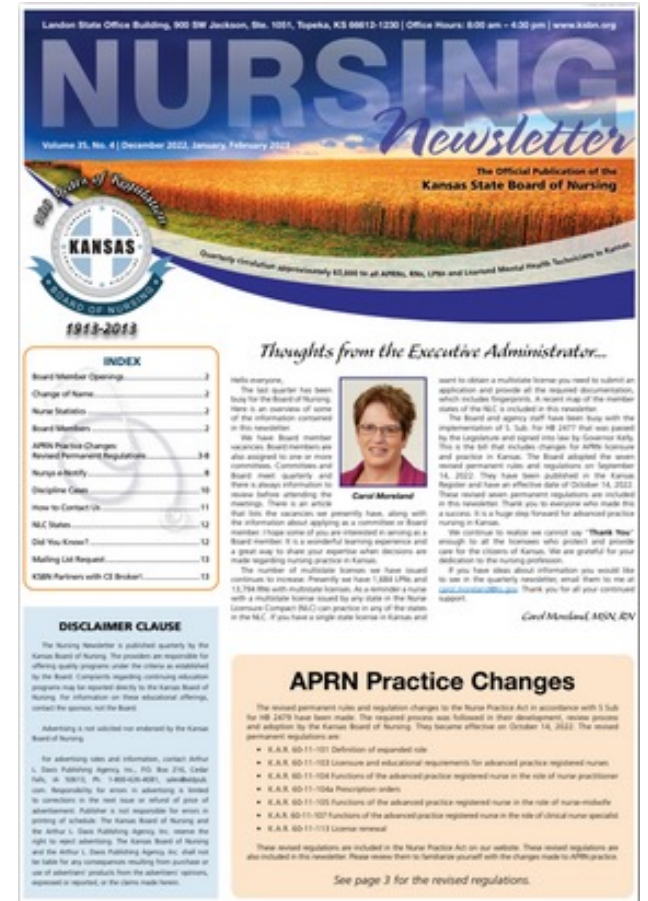
## Kansas State Board of Nursing



# Kansas State Board of Nursing Newsletter

## December 2022

- Initial eNewsletter send resulted in an open rate of 105.12% and a click rate of 8.48%
- After retargeting campaigns, we achieved a total open rate of 133.71% and a total click rate of 11.25%





# STATE OF KANSAS

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## **GOVERNOR LAURA KELLY EXECUTIVE ORDER NO. 22-10**

### **Prohibiting Use of TikTok on State-Owned Devices and Networks**

**WHEREAS**, the security and privacy of Kansas citizens' data is of the utmost importance to the State of Kansas, requiring state agencies entrusted with Kansas Citizens' data to perform due diligence and exercise due care in safeguarding that data;

**WHEREAS**, the Federal Bureau of Investigation and the Federal Communications Commission have warned that user data from the social media platform TikTok is being shared with the Chinese government, posing both a national and cybersecurity threat;

**WHEREAS**, federal legislation recently passed requiring the Director of the Office of Management and Budget, in consultation with other government officials, to develop standards and guidelines for executive agencies requiring the removal of TikTok or any successor application or service;

**WHEREAS**, due to the potential security and privacy risks associated with TikTok, after consultation with the Office of Information Technology Services (OITS), it is in the best interest of Kansas citizens that we prohibit the use of the TikTok platform on state-owned devices and prohibit access through the state network.

**NOW, THEREFORE**, pursuant to the authority vested in me as Governor of the State of Kansas and head of the Executive branch:

1. All entities under my jurisdiction and their employees shall be prohibited from utilizing the TikTok platform on state-owned devices or through the State of Kansas network;
2. Any active official State of Kansas TikTok accounts shall be removed and any instances of the TikTok application shall be removed from state-owned devices;
3. OITS shall put in place limitations on the ability to access the TikTok website from the State of Kansas network; and
4. All entities under my jurisdiction shall also put limitations in place to prevent the installation of the TikTok app on their state-owned/leased devices.
5. Other statewide elected officials, independent boards and commissions, the Regents Universities, and the Judicial and Legislative Branches are encouraged to adopt comparable policies for their employees and networks.

All entities under my jurisdiction will have 30 days from the date of this Order to comply with this Order. At the 30-day mark, the Kansas Information Security Office (KISO) will begin to

implement limitations on the State network consistent with this Order. Exceptions to this Order for mission essential functions or for law enforcement purposes must be filed with and approved by the KISO. Entities requesting exceptions must also work with the KISO to implement appropriate mitigating controls.

This document shall be filed with the Secretary of State as Executive Order No. 22-10 and shall become effective immediately.

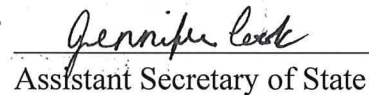
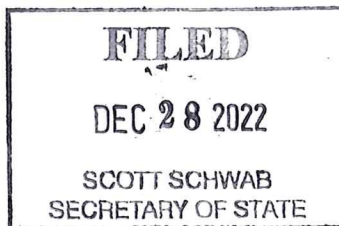
THE GOVERNOR'S OFFICE

BY THE GOVERNOR



DATED

12.28.22

  
Secretary of State  
Assistant Secretary of State



## Governor Laura Kelly Announces Administration Appointments

Feb 17, 2023

### ARCHIVES

Select Month

## Governor Laura Kelly Announces Administration Appointments

**TOPEKA** – Today Governor Laura Kelly announced 7 appointments to the following state society, council and commission.

### **Kansas State Historical Society**

Purpose: To collect, preserve, interpret and make the state's history accessible to Kansans.

- Patrick Zollner, Executive Director \*pending Senate confirmation

### **Information Technology Executive Council**

Purpose: To provide direction and coordination for the application of the state's information technology resources.

- Adam Proffitt, Acting Secretary
- Adrian Guererro, Topeka
- Michael Mayta, Wichita (reappointment)
- Gregg Gann, Wichita (reappointment)
- Amber Shultz, Secretary (reappointment)

### **Governmental Ethics Commission**

Purpose: To administer, interpret and enforce the Campaign Finance Act and laws relating to conflict of interests, financial disclosure and the regulation of lobbying.

- Nick Hale, Fairway (reappointment)

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