



Meeting Minutes

April 27 2016

Members Present

Mr. Steve Elliott, Mr. Jeff Hudnall, Mr. Josh Towns, Mr. Andrew VanZee, Mr. Jeff Ton, Commissioner Teresa Lubbers

Members Absent

Mr. Scott Feeny

Staff Present

Ms. San Saravanan, Ms. Lora Walker, Mr. Matt Hetzel, Ms. Ashley Schenck

I. Call to Order

Mr. Hudnall, called the meeting to order at 10:04 AM. Mr. Hudnall called roll and a quorum was established.

II. Chair's Welcome and Introductions of the Committee

Mr. Ton opened the meeting. Mr. Towns moved to approve the meeting minutes and Mr. VanZee seconded. The minutes were approved.

III. Opportunities for Public Comment

There were no sign-ups for public comment. Mr. Ton stated there would be an opportunity for comments at the end of the meeting, time permitting.

IV. Project Phase 2 Updates

Timeline updates and milestone progress

Mr. Hudnall said the project is 75% complete with matching and validation milestones coming up. Hudnall gave thanks to everyone for their hard work on the project. He said he would give more updates on the future state later in the meeting.

Governance Framework document updates

Mr. Hudnall met with everyone individually and took in the comments to update the Framework. Mr. Towns wants to hold off on updating the Framework until the system requirements for INK are clearly defined. Mr. Towns is pleased with the direction we are heading.

V. INK Future State

Discussion on INK future planning

Mr. Hudnall presented INK future planning and provided a handout with some of the plans for the future state of INK. The plans were put together after many conversations with stakeholders, advisory group suggestions, and data system best practices. Commissioner Lubbers asked if Mr. Hudnall had met with legislators. Mr. Hudnall stated there might be an opportunity to meet during the legislative summer session. Mr. VanZee wanted to know more details about the funding and if the federal State Longitudinal Data System (SLDS) grant is going away. Mr. Hudnall said the grant ends in June 2016, but they are currently working on the extension.

Mr. VanZee recommended we should be looking at a tiered approach for funding. Commissioner Lubbers suggested that it would depend on whether INK is a standalone entity or part of an agency. She also said if we are asking other agencies to help support INK financially, we need to get that included on their agency budget schedule early. Mr. Hudnall said he does not anticipate asking agencies for any funding for INK. Mr. Hudnall said he would bring a funding proposal back to the Governance committee during the July meeting. Mr. Hudnall commented that we could use that discussion in July to solidify funding plans to move INK forward.

Mr. Elliott brought up the idea of charging fees for requested data. Mr. Hudnall said that it has been discussed before and we decided not to charge for any services initially until the system was fully operational for a while. Mr. Hudnall mentioned that other states have contacted INK about sharing data with surrounding states to get a better picture of residents moving and working in other areas. He said gaining that perspective would be a bonus, but still would have security to clear up. Commissioner Lubbers said she is dealing with a national clearing house to get additional data around students that leave the state for higher education.

Mr. Hudnall said there is a prioritized list of the types of output the system can support. Those types of output will include: statute reports, agency reports, data requests, and self service. Commissioner Lubbers mentioned Commission for Higher Education (CHE) has started using interactive reports for some of their annual reports and they have been popular. Mr. Towns recommended we consider the system architecture as we make plans for types of output. He also commented that the API (Application Program Interface) would be very beneficial to the Department of Education (DOE). Mr. VanZee commented that Tableau is also being considered for agencies which would give us some of the interactive capabilities that we are wanting to eventually move to. Mr. Towns added that along the lines of Role Based Access, IOT is developing a pilot for single sign on. DOE is looking to use that solution. That is one area that INK could look into.

Mr. Hudnall stated once the system is operational there will be training on how to use the system. A professional development plan is being worked on. Mr. Hudnall mentioned the next page in the handout is a visualization of the steps we just talked through. He said the next steps with the future state would be to solidify the projects we want to detail out and determine some timelines. Mr. Elliott commented that numbers 1, 2 and 3 on the handout are part of ongoing business, and 4, 5, 6 and 7 seems to be new development. He said we could do both at the same time by keep business going and still work on new projects too. Mr. Hudnall agreed that we have to support the output we are able to do in the beginning while looking to the future to expand our options. Mr. VanZee commented that numbers 5, 6, and 7 could be a subset of self service.

VI. Staff Updates

INK staff changes

Mr. Hudnall mentioned that the INK Project Manager, Jerry Minth, moved to a new position outside of state government. Ashley Schenck of the Management and Performance Hub (MPH) stepped in to fill his role.

VII. Upcoming Meetings

Wednesday, July 27, 2016

Wednesday, October 26, 2016

VIII. Adjourn

There were no public comments. A motion to Adjourn was made by Mr. Elliott and seconded by Mr. Towns. The meeting was adjourned at 10:40 am.