JOINT COMMITTEE ON INFORMATION TECHNOLOGY

GUEST LIST

DATE: MARCH 2 2011

NAME	REPRESENTING
JERRY HUFF	KSBOR
Terri Clark	LAS
Pat Saville	Senate
CAREY BROWN	KITO
Susan Kannarr	House
Dan Heimann	Legislature
Marcy Sullivan	DISC/KITO
DEREK HEIN	HEIN LAW FIRM
Whitney Damron	KIC
Leigh Keck	Capitol Strategies
Alan Weis	legislature

KLISS Software Application Status Report
to the Joint Committee on Information Technology
presented by Alan Weis, Assistant Director for Applications and Software
March 2, 2011

Law Making

- Amendments:
  - floor amendments
    - External Legislative Interface (ELI) posting in 1 hour timing – completed.
    - Legislative Interface (LI) at time of scanning – completed
    - LI/ELI posting of new bill version – completed – will be enhanced by PDF converter.
  - Committee reports – substitute bills worked on – bill history.
- New Law Making Build – installed on 2/6/11
  - Enhancements and fixes for amendments, packages, and file navigator.
- Quality Assurance:
  - 30 quality assurance reports, available for two weeks.
    - Help with coordination with Revisor Office and Chambers
  - Bill and amendment package system checks current version of bill to ensure package is current ~~requested~~ from Prop ylon
- Committee report balloons, 4 options:
  1. Produce balloons in the system. Needs to be readable.
  2. Produce balloons in KLISS in OpenOffice (.odt). Process has been defined and in use.
  3. Produce balloons outside of KLISS in Adobe PDF.
  4. Do not use balloons, but publish the red/blue color coded delta documents.
- Training
  - Committee Report, Floor Amendments, and Conference Committee Report training week of 2/28/2011 – refresher course for Revisors and secretaries.

Decision Support:

- Committee Meeting Minutes – 83 minute documents in available PDF. Posting to LI/ELI will be completed by Computer Services temporary help. A business process will be developed for committee assistants to input minutes into KLISS.
- Supplemental Notes and Fiscal Notes – Notes are be posted same day as printing. Currently 349 Fiscal and 221 Supplemental Notes are posted. Posting to LI/ELI will be completed by Computer Services temporary help. A business process will be developed for KLRD staff to input notes into KLISS.
- Will be developing the business process for fiscal impact reports with KLRD staff.

Chamber Automation:

- Produced printed copy and posted the House and Senate Actions and Subject Index Report to the LI/ELI on 2/17 and 2/25.
- New Chamber build being installed the week of 2/28/11, includes:
  - Chamber Journal Events application enhancements
  - Floor amendment process enhancements and issues
  - LI/ELI publishing enhancements

Attachment 1
Joint Committee on Information Technology
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Legislative Interface:

- New look and feel implemented on 2/21/2011.
- Information for RESTian API access has been sent to 23 expert users in state government, KDOT, KDHE, SRS, and others.

KLISS Testing and Release Management:

- Unit testing - Propylon uses 3 testing frameworks to test the core system:
  - pyunit – python testing framework.
  - junit – java testing framework.
  - IDE Frameworks (netbeans & django) assist in testing code.
- Propylon Integration testing:
  - AutoIT – GUI testing, form of integration testing.
  - Human regression testing (HRT) scripts.
- Kansas and Propylon Performance and load testing:
  - ELI load testing – Funkload.
  - Core performance test harness (coded in pyunit)
- Story and usability testing
  - User test scripts (developed and used by Kansas staff)
- Verification and validation testing – Propylon Build Director and Project Manager reviews through visual inspection and output validation using the following process:
  1. Programmers and developers submit code to staging area in Kansas development environment.
  2. The code resides in a SVN source code repository (core system code is owned by Kansas and Propylon; base system code is owned by Kansas)
  3. A team of experts in Dublin, Ireland examines source code in the master SVN repository for deployment on the Legislative Interface and send back critique notes. The notes are viewed by the build director and project manager and these notes become the basis for accepting code revisions for the LI, ELI, base system, and core system.
  4. Emphasis is placed on the ability of the code revision to produce the desired outputs.
  5. If the code is accepted, the Propylon project manager completes the change request for approval and submits it to release management.

Joint Committee on Information Technology
KLISS Infrastructure
Terri Clark, Assistant Director Infrastructure
March 2, 2011

- **KLISS Test Environments**
  - ELI test environment at DISC
  - Law making, Chamber, Global, Decision Support environments at LAS

- **KLISS Test Plan**
  - Test parameters originally tied to contract deliverables
  - Test plan exercises user functionality identified during design phase, system performance and load capacity
  - Testing required through Change Control Process
    - Incident and Event driven testing
  - As application stabilizes, move to regular test schedule

- **KLISS Test Tools**
  - MacroScheduler for Regression Testing
    - Create test scripts based on application functionality
    - Scripts are modular, can be linked to test end-to-end work processes
  - LoadUI for Load Testing
    - Create test scripts to access specific application data
    - Configure test parameters within a script
      - Number of simulated users
      - Number of hits on the specific data within identified time frame (4,000 hits/hour)
      - Start and end times for script to run
      - Scripts are modular, can be linked to load test entire application or website
  - eG Innovations for Performance Monitoring
    - Agent based monitoring
    - Email alert system for issues
    - Data helps with future system design, capacity planning
    - System Components Monitored
      - CPU utilization
      - Amount of memory free and used, swap memory used
      - Disk space
      - Network bandwidth
      - Network availability, lost packets
      - I/O Waits
      - Run queue lengths
      - Blocked processes
      - Website availability

- **KLISS Test Staff**
  - Have filled 3rd position with temporary employee, previous QA experience

Attachment 2
Joint Committee on Information Technology
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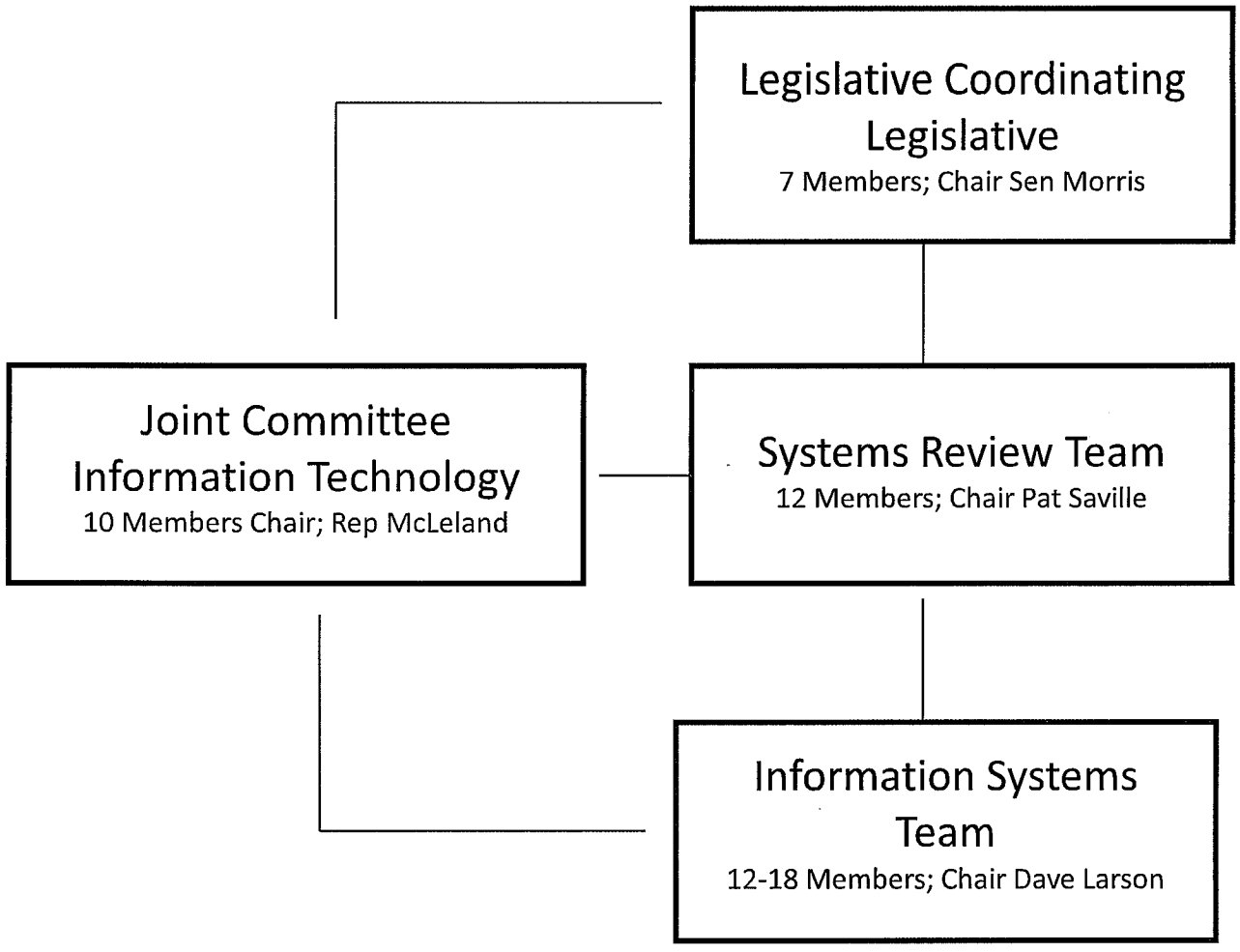
- **KLISS External Legislator Interface (ELI)**
  - Hosted at DISC
    - Network and Firewall
    - Load Balancer and Virtual Servers
    - Linux operating system
    - Perimeter security
  - Application managed by Propylon

- **Committee Minutes/Agenda**
  - Currently use pre-KLISS system to draft agenda and minutes, publish .pdf's in KLISS
  - Sliq Technologies application
    - Prototype goes live March 4th for select committees
    - Full production for 2011 interim committees
    - Create XML, Word and .pdf versions with full metadata
    - Manage electronic conferee testimony and attachments
    - Integrate with Propylon's applications
    - Staged to implement video

- **KLISS Maintenance Schedule**
  - Operating system and third party tool patches
    - VMWare, Red Hat Linux, MySQL database, Java, etc.
  - Regular system component testing
  - Performance monitoring
    - Reports pulled daily, trends tracked over time
  - Website availability monitored 24x7, email alerts
  - Testing tied to incidents, events, patching, upgrades
  - Disaster Recovery at both module and enterprise levels
  - Existing Controls
    - Patch Management Process
    - Change Control Process
    - System Documentation

Current 3 Tier Governance Structure with Oversight



Attachment 3
Joint Committee on Information Technology
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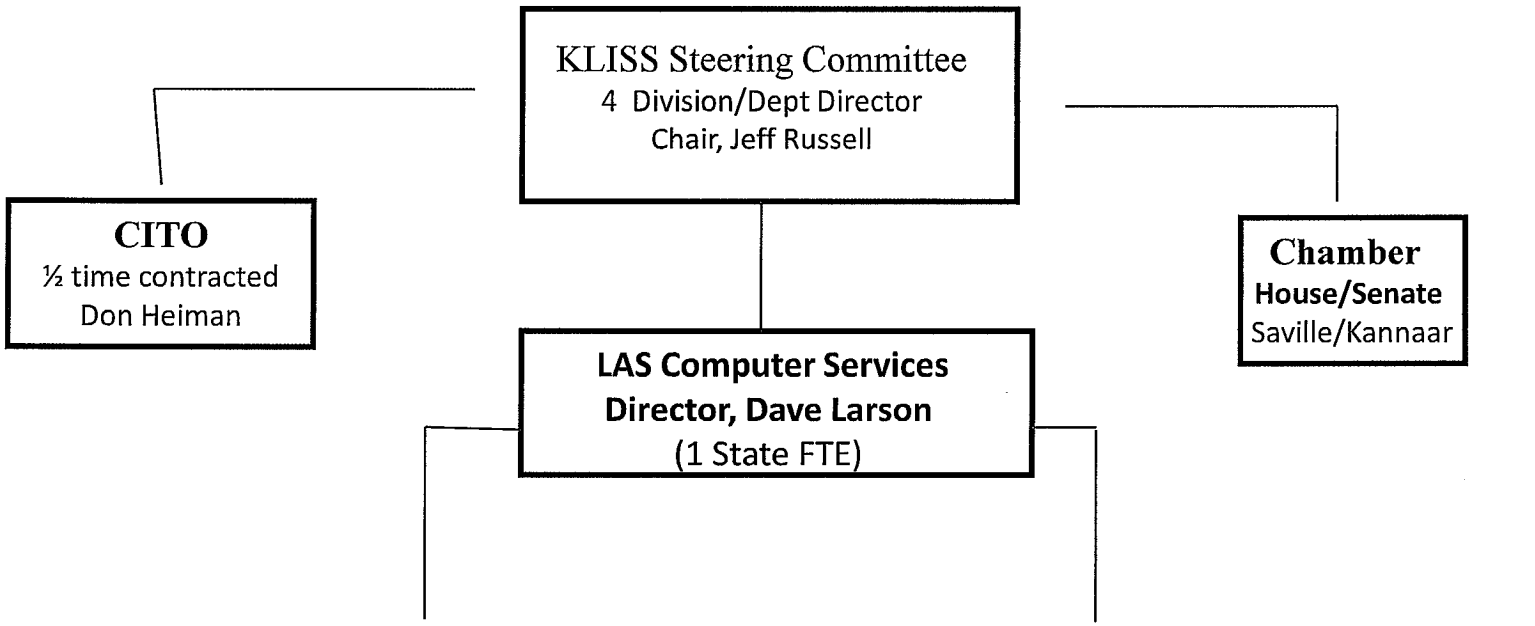
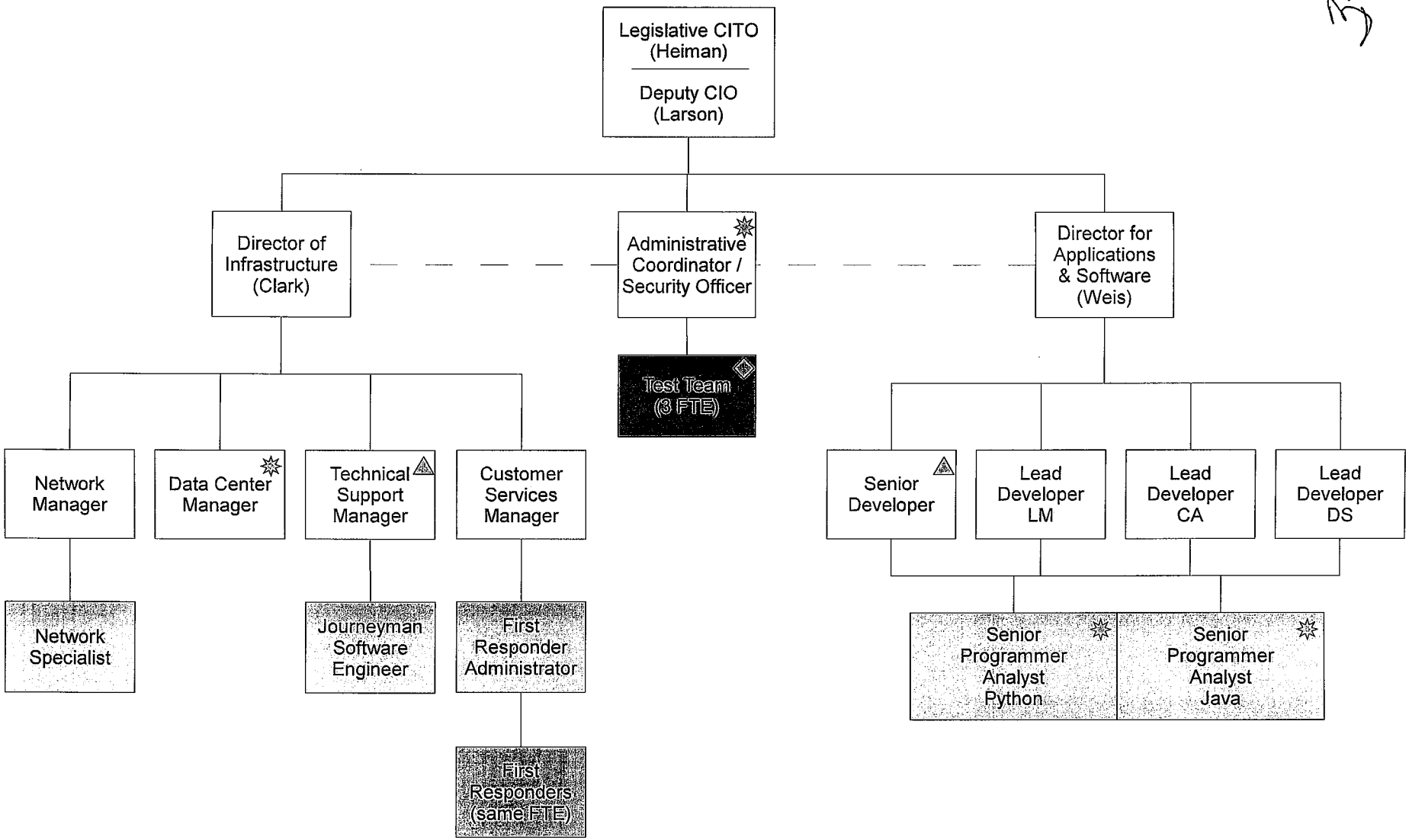
KLISS Project Management Governance Structure



2 State FTE direct report and 3 FTE indirect reports
(need 3 more State FTE direct report staff)

6 State FTE Staff for Network, Data Centers, Technical Support, Customer Services
(need 6 more State FTE)

Kansas Legislative Office of Information Technology



= New (4 FTE)

= Fill (2 FTE)

= Test team = move funding from Professional Fees to Wage/Salary (3 FTE)

JCIT Priority Report on KLISS Deliverables
Don Heiman Leg CITO
February 28, 2011

KLISS Work Priorities

1. Close all Severity level 1 and 2 Propylon TRAC tickets within one day of opening for severity 1 and 2 days of opening for severity two. Post every two hours each day the status of tickets at these levels –**Propylon requirement**;
2. PDF for all documents using an automatic ODT to PDF converter in core –**Propylon requirement**;
3. Close the following LI substitute bill "TRAC" ticket #2604 (post gut and go bills to LI as sub bills) – **Propylon requirement**;
4. Supp notes and fiscal notes posted to KLISS at time KLRD sends it to the State Printer --***State***
5. CCRB reports on WEB site at time it is sent to State Printer –**Propylon requirement** this week
6. Improve bill history section of House and Senate Calendars (#2094).
7. Obtain approval for implementing Office of Information Technology, obtain budget, and hire staff to insure success of KLISS in 2012 session--***State***
8. Member page: change the number bar making it more useable and rely on the filter facility already on the page. Ask JHP to recommend usability features for finding members (Propylon feature)
9. Search bills using same process as search statutes—(Propylon feature)
10. Make bill subject index and daily action reports with bill status searchable (Propylon feature)
11. Prepare a release management test documentation folder for emergency and routine change control (assigned to LAS Computer Services for change control release management) --***State***
12. Assign to a test team member in LAS Computer Services the task of preparing an internal and external site monitoring check list to be used for monitoring the WEB site every two hours --***State***
13. Propylon prepares a formal state support staff training plan. Propylon prepares state staff training and performance assessment report. ***State/Propylon***

Referenced deliverables in play script section of the contract

1. Develop an appointments back office data base for Legislative Research --Propylon
2. Provide video database store and retrieval in model office –State/Propylon
3. KLRD fiscal impact reports (for example, BSR LR105 "Summary of Estimated Fiscal Impact" and DS DSD C-057 "Fiscal Impact Assessment" in addition to other fiscal impact reports referenced in Alan Weis project management output tracking reports. --Propylon
4. Provide committee meeting minutes, agenda, and testimony on committee page in PDF format (state provides SLIQ and/or Open Office feeds to ILI and ELI; Propylon displays feeds) --State
5. Final system maintenance documentation with run books; --Propylon
6. When available post interim committee reports and census reports to the site –State Propylon

Attachment 4
Joint Committee on Information Technology
Date 3-2-11

Leg CITO Priority Report Actions since last JCIT Meeting on 2/15/11

Closed from 2/16 list by 2/21

1. Calendars on WEB site after release by chambers and on the WEB external legislative interface;
2. Calendars should display on the internal legislative interface after final editing and release by the chambers.
3. Remove the frame for all PDF's on the site
4. Provide Bill Subject Index and Daily Action Report with bill status report (called "Senate and House Actions Report and Subject Index Report")
5. Faster performance of WEB external legislative and internal legislative interface
6. Provide key word and phrase search for statutes. Allow alpha characters to work on statute filters
7. Create a production cloned internal legislative interface, chamber, law making, global zone test environment (assigned to LAS Computer Services for change control testing)

Closed from 2/21 list by 2/28

1. Close the following calendar "TRAC" tickets:
   A. Calendar generation: improve the list section of the calendar putting items on the list in proper order which should be populated directly from the repository based on leadership desires and bill meta data information (ticket #2607; #2660)
   B. Correct GO tails showing "unknown" for sponsors (ticket #2376)
2. Create a production cloned internal legislative interface, chamber, law making, global zone test environment (assigned to LAS Computer Services for change control testing)
3. Conference committee members on ELI and LI

New to 2/28 priority list

1. Supp notes and fiscal notes posted to KLISS at time KLRD sends it to the State Printer
2. Close the following LI substitute bill Trac ticket #2604

KLISS WEB Site Statistics (source Google Analytics)

January 22nd to February 27

1. 121,444 visits
2. 808,020 page views
3. 6.65 views per page
4. 69% use Internet Explorer

5 minutes and 18 seconds average time on site
25.2% of visitors come from Google
15.4% of visitors come from Kansas.gov
42.6% of visitors come directly to site

5. 42.6%of visitors come directly to the site; 28% come from a referral; and 36% come from search
6. 40,570 unique people visited the site during this period and 28.2% of visitors were first time visitors

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KLISS Project Plan Budget to Actual Costs and Staffing Recommendations for FY 2012

As I reported to the committee on February 15th, the KLISS application and infrastructure project began with a strategic plan approved by the Legislative Coordinating Council in October 2004. Requirements for the project began on July 1, 2005. This is the official start date for the project. Below are significant project mile stones and costs through December 2010.

Activity	Key Dates	Internal	External	Total
Strategic Plan	9/03 - 10/04	$ 20,000	$ 0	$ 20,000
Requirements/bid	7/05 - 7/06	119,850	428,426	548,276
Fit Analysis	8/06 - 12/06	40,500	205,000	245,500
KLRD Requirements	10/06 - 2/07	13,250	25,050	38,300
Detail Design/Data Center	5/07 – 11/08	339,161	1,416,780	1,755,941
Build to Dec 10 actual	1/09 - 12/10	1,730,273	3,910,000	5,640,273
Infrastructure	2/09 - 3/21	141,189	768,657	909,846
Avamar/Disaster Recover	9/09 - 2/10	56,120	251,720	307,840
SubTotal	9/03 - 12/10	$2,460,343	$7,005,633	$9,465,976
Build to July 11 planned	1/11 - 7/11	--	$2,090,000	$2,090,000
	7/03 - 7/11	$2,460,343	$9,095,633	$11,555,976

KLISS project internal and external costs were budgeted at $13,532,683 in SGF and the final projected cost is $1,976,707 under this original budget.

Staffing Requirements

On February 15th I presented an organizational chart and funding plan for a new Office of Information Technology to replace the way we currently organize IT in the legislature. This chart is consistent with the October 2004 LCC approved KLISS strategic plan of 17.2 FTE and staffing plans when we began the build two years ago. It is also consistent with the October 18, 2010 implementation plan for KLISS. The new office would have 18 positions; with an additional two positions embedded in the Revisor's Office and Legislative Research. Today we have 9 filled and 2 unfilled positions in LAS Computer Services. Four of the filled positions directly support the KLISS application and data center infrastructure. It is not possible to maintain KLISS application code with only two Assistant Directors with their current two direct report technical staff members. The incremental cost to fill two open positions above the current budget, fill four new positions, and bring "in house" temporary help services staff for testing is $320,000 per year. This cost can be offset with current savings from implementing KLISS. The savings include:

$ 62,500	DISC fees and software license savings by not using the old mainframe system
175,000	reduced print costs because the state printer no longer composes bills or documents
32,000	consolidating the current CITO and LAS Director of Computer Services position
100,000	consulting services costs to maintain the old bill status and Text DB Ms law making systems
21,000	hiring temporary help services employees into permanent positions/saves vendor fee
$390,500	

Additional savings can be realized through various strategies of IT staff consolidation or participation in statewide initiatives for consolidated hosted data center services once these services become available, It is not possible to operate the KLISS application with over 875,000 lines of custom Java and Python code with the programming and technical skills set of existing staff. In order to run KLISS in 2012 we will

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need to contract with Propylon for support service, hire their staff into our new positions, or do a combination. I am recommending that we contract for services from Propylon for 2012 and fill positions from the savings we are realizing from KLISS.

KLISS Funding Initiatives and Savings

Special Grants and Funding		
Initiative	**Funding Source**	**Amount**
Strategic Plan	Microsoft/Toshiba	$20,000
Geo coding	INK	125,000
Virtual Committee	INK	200,000
Close Captioning/Ingest	INK	80,000
NIEM Standards/Data Sharing	INK	145,000
KEEP Pilot	INK	175,000
KEEP Pilot	Library of Congress	200,000
KEEP Data Center	AOS/EMC	60,000
MOU staffing	Propylon	85,000
MOU AOS swat team	Propylon	39,000
MOU ISYS	Propylon	3,500
JHP WEB design	Propylon	78,000
Program JHP coding	Propylon	250,000
License fee waiver	Propylon	1,500,000
APC Data Center	Capitol Restoration	190,000
Subtotal		**$3,150,500**
Budget Cuts		
Fiscal Year	**Target**	**Amount**
FY 2009	KLISS	$1,248,016
FY 2010	KLISS	2,224,626
FY 2011	KLISS	0
FY 2012	KLISS	431,505
FY 2012	Staffing	46,000
Subtotal		**$3,950,147**
Application Project Savings		
Under budget	All Phases	$1,976,707
Total		**$9,077,354**

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