

**Kansas State Board of Nursing  
Landon State Office Building, Room 108  
Finance Committee Notes  
December 17, 2003**

Time: 8:30 a.m. – 9:30 a.m.

Committee Members: Tamara Hutchison, MSN, RN, Vice-Chair  
Karen Gilpin, MSN, CNAA

Absent: Barbara Stec, Public Member, with prior notice

Staff: Mary Blubaugh, MSN, RN  
Adrian Guerrero, IT Consultant  
Jennifer Hermann, Administrative Officer

Call to order: The Finance Committee meeting was call to order in room 108 of the Landon State Office Building at 8:30 a.m. by Tamara Hutchison, Vice-Chair.

Review onsite packet:

Add/Rev. Agenda: None.

Minutes: No additions/revisions to September 24, 2003, Finance Committee minutes.

Complaints/concerns: None.

Old Business:

New Firewall M. Blubaugh stated the new firewall has been received and will be installed next month. M. Blubaugh also reported KSBN was asked to host a class conducted by DISC to train IT staff on system hacking. DISC used the Board Library in exchange for attendance to the class by A. Guerrero and T. Blubaugh. J. Jones commended M. Blubaugh and the Board on the level of technology being used by the Board. M. Blubaugh explained the next advance to be made is scanning of documents. M. Blubaugh stated staff is currently testing scanning capabilities with Change of Name Certificates, Address Change, PIN Number Requests, and Affidavit for Duplicate License forms. A. Guerrero explained how the agency Intranet can be used to access scanned documents and discussed possible need to acquire a more robust scanner in order to move to scanning of all documents, including applications.

Budget FY04 and FY05 M. Blubaugh discussed supplemental increases in FY04 and FY05 budgets primarily due to rent increases. M.

Blubaugh stated she requested 31K for increased rent in FY04 and 27K for increased rent in FY05. M. Blubaugh also stated KSIP was budgeted for Delegate Assembly. M. Blubaugh stated increases were approved from the Governor's office and will go to Legislature. M. Blubaugh explained changes could still be seen out of the Governor's office.

Adjourn:

9:05AM.