

**Kansas State Board of Nursing  
Landon State Office Building  
LSOB, Room 106A  
Finance Committee Notes  
September 24, 2003, 8:30 – 9:30AM**

- Committee Members: Barbara Stec, Public Member, Chair  
G. Joan Sheverbush, RN
- Staff: Mary Blubaugh, MSN, RN  
Jennifer Hermann, Administrative Officer  
Adrian Guerrero, ITCIII
- Call to order B. Stec called the meeting to order at 8:40 AM.
- Review onsite packets Reviewed.
- Add/Revise Agenda: INK Contract.
- Minutes** B. Stec will recommend the Board approve the May 14, 2003, minutes.
- Complaints/concerns None.
- Old Business:**
- On-line verification M. Blubaugh stated the online verification is running smoothly and in-house requests for verification of licensure status have been reduced significantly.
- Budget update FY03 M. Blubaugh discussed the final budget for FY03 and explained qualifiers added to FY03 budget to account for appropriations revised 05/12/2003. M. Blubaugh suggested this matter be closed.
- Budget FY04 M. Blubaugh discussed the two-year budget process and explained the need to revise FY04 figures. M. Blubaugh discussed email correspondence with Division of Facilities Management (DFM) prior to the agency move regarding total square footage and rent amount. At that time DFM stated the Board would have 8,600 sq ft of office and public space. Currently, the Board is being charged for 10,388 square foot of office and public space and rent has increased to over \$30,000 more than budgeted for this year. M. Blubaugh stated that her Fiscal Analyst suggested requesting a revision to the budget due to the changes in rent amounts. M. Blubaugh discussed the change packages including the additional amount for office space rental, cost associated with staff attending delegate assembly, charges now being levied by the State Treasurer and Secretary of State, and costs involved in

hosting the national conference (split with MO). M. Blubaugh asked for a committee vote to spend KSIP funds for expenses hosting reception for Delegate Assembly. not to exceed \$10,000.

Transfer to Gen. Fund: M. Blubaugh explained that total receipts for July, 2003, are reduced due to the 5.9% reduction and transfers for Kansaam Savings and 2<sup>nd</sup> quarter D & D (death and disability) special revenue transfer totaling \$88,071.

**New Business:**

Budget FY05 See Budget FY04 regarding change packages.

On-line Renewal Fees M. Blubaugh discussed reducing online renewal fees to cover the \$2.50 fee charged by accessKansas. M. Blubaugh stated she has been in contact with the Attorney General's office and has determined it is legal to reduce the amount for online renewal however, M. Blubaugh suggested the committee table the issue until after legislative session budget determinations as reducing the fee by \$2.50 will reduce the Board budget by \$58,435 annually and reducing the fee by \$5.00 will reduce the Board budget by \$116,870 annually.

Parallel Firewall A. Guerrero stated he has purchased and installed the new server and backup systems. A. Guerrero discussed the current firewall system and the need to enhance the system in order to protect data and maintain the network, including online renewal, in the event of an outage. A. Guerrero requested the committee recommend to the Board the purchase of an additional firewall to parallel the current firewall. A. Guerrero stated the cost of a new firewall is \$2,000 plus licenses of approximately \$2,500. Total amount requested not to exceed \$5,000. B. Stec requested A. Guerrero present information to the Board in his report and the Finance Committee will request the Board approve the purchase in Committee report.

INK Contract M. Blubaugh discussed the two year contract for online renewal. M. Blubaugh stated she is negotiating some contract terms, including INK's request for free advertisement in the KSBN Newsletter and no-charge booth space at conferences, and requested authorization to adopt the contract with revisions.

Fee schedule See On-line Renewal Fees regarding reduction in fees.

Adjourn The Finance Committee adjourned at 9:25AM

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Committee Chairperson

\_\_\_\_\_  
Date