



STATE OF IOWA

Fiscal Year 2006 IOWAccess Revolving Fund Annual Report

January 31, 2007

State of Iowa Fiscal Year 2006 IOWAccess Revolving Fund Annual Report



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This report was produced in compliance with Iowa Code section 8A.224 to be submitted to the General Assembly not later than January 31, 2007. A copy of this publication has been filed in compliance with Iowa Code sections 8A.202 (e) and 305.10.

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Acknowledgements

The IOWAccess Advisory Council expresses its appreciation to the Iowa Department of Administrative Services - Information Technology Enterprise, specifically Diane Van Zante and Tom Shepherd for their support of the Council's activities throughout Fiscal Year 2006 and to Malcolm Huston for his work in assembling, proofing, and editing this report.

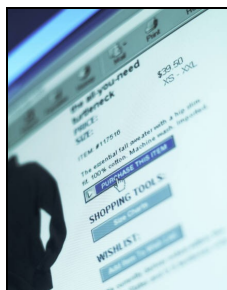
Please direct any questions or comments about this *IOWAccess Advisory Council Annual Report* to Malcolm Huston, IOWAccess Manager, at malcolm.huston@iowa.gov or (515) 281-0393.

Foreword

I am pleased to present this Fiscal Year 2006 IOWAccess Revolving Fund Annual Report to the citizens of Iowa, the General Assembly, and the Legislative Services Agency. In celebrating its 9th year, we have learned that e-Government and state web portals are not a “Field of Dreams”. Not only must you build them, they must be easy to use and they must provide value to our constituents before they will come.

The IOWAccess appropriation and the revenues generated by convenience fees have been used to provide an array of valuable services which are highlighted in this report. The funding for e-Government projects made available through IOWAccess:

- Fosters an entrepreneurial environment that encourages innovative application development and empowers state agencies.
- Improves inter-agency and inter-governmental cooperation.
- Strives to treat e-Government as a business proposition by focusing on practical, value-added projects.
- Maintains an enterprise-wide approach by working to eliminate redundant “silo” efforts.

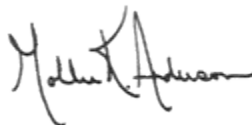


IOWAccess funding also allows state government to highlight its support for economic development throughout the state. For example, the **Informed Dining** website allows consumers to not only view a map of food and lodging establishments, but to also view a history of health and safety inspections.

IOWAccess is transforming the relationship between citizens and State government. Citizens are in charge of their relationship with government by increasingly accessing state services and data through IOWAccess applications that are convenient, secure, easy to use, and responsive to their needs.

Finally, I would like to acknowledge the dedication and hard work of the citizen, public employee, and legislative members of the IOWAccess Advisory Council. They have maintained the highest standards in their stewardship of IOWAccess.

Signed,



Mollie Anderson
Director, Department of Administrative Services
Hoover State Office Building – 3rd Floor
Des Moines, IA 50319

Executive Summary

IOWAccess was established as the State of Iowa's web portal ten years ago. Since its inception in 1998, IOWAccess has been connecting Iowans with their government by utilizing the accessibility and technology of the Internet.

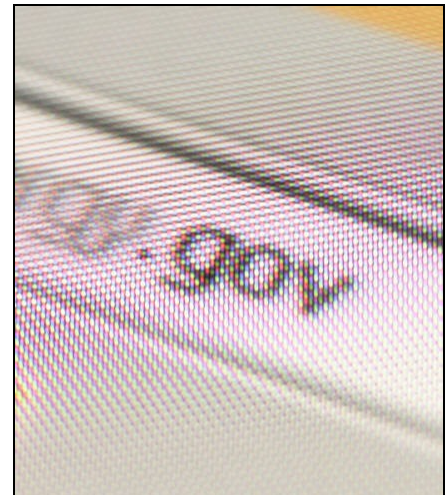
According to recent surveys, 82.1% of Iowans have access to the Internet. Research from the National Governor's Association Center for Best Practices indicates that among the public's highest priority for improvements at the State and local levels of government are:

- Improved and more widely accessible governmental services. Most citizens expect more for less in many of their consumer and business purchases - they have similar expectations for government services.
- Government's more efficient use of its resources.
- Providing easier and quicker access to information and more direct contact with officials in all branches of government through e-mail and web sites. There is a growing expectation for more, not less, of this interactive environment.

The funding for IOWAccess applications fosters agency partnerships; improves the availability, quality, use, and sharing of data; provides a unique source of funds for innovative e-Government programs; and is used as an adjunct to federal and state funding to improve the effectiveness of government programs, consistent with the goals of IOWAccess.

The funding of IOWAccess projects is monitored by an advisory council representing state government and the general public. Project funding and other recommendations from this council are forwarded to the Director of the Department of Administrative Services, for final review and approval. This "advise and consent" process ensures that IOWAccess expenditures are targeted at relevant electronic government services. All projects funded through IOWAccess are: a) consistent with established leadership priorities; b) properly planned; and c) have clearly defined timelines, measurable results, and a return on investment.

This report highlights the Fiscal Year 2006 accomplishments of IOWAccess, including the Internet address for the programs and applications that are electronically delivering services to Iowa citizens. Unlike many of the reports legislators, government leaders, and citizens read, this IOWAccess Revolving Fund Annual Report invites your participation. Visit the websites and try the services of interest. In addition to normal business hours, we're open weekends, holidays, and late at night – whenever it's convenient for you.



Certain services offered through IOWAccess charge a convenience fee. You will find a recap of the convenience fees recommended for approval by the IOWAccess Advisory Council in Fiscal Year 2006 and a breakdown of the costs associated with each fee. You will find a description of the IOWAccess business model and the processes, based on industry best practices, employed by IOWAccess to fund and monitor projects, along with a listing of selected projects funded during Fiscal Year 2006, as well as a table showing all projects funded as of June 30, 2006.

The Financial Section contains an Income Statement and Balance Sheet for Fiscal Year 2006 as well as a financial projection of the Fiscal Year 2007 budget.

Selected State Government Accomplishments Using IOWAaccess Funding



Department of Natural Resources Online Reservations System

This site allows you to perform detailed searches for facilities that meet your needs, or, feel free to browse through the listing of parks and find something new! Detailed maps and photographs of each location are provided to help you make the best selection possible.

URL: <https://eservices.iowa.gov/iowaparks/>



Department of Inspections and Appeals - Food and Consumer Safety Bureau Food Establishment Inspections Online

The *'Informed Dining'* web site allows consumers to access and view official reports for inspections conducted at more than 21,000 Iowa food establishments, including restaurants, grocery stores, and convenience stores. "This web site is the most comprehensive restaurant inspection site in the Midwest, if not the country," the Director noted. "No states surrounding Iowa have any type of web-based reporting system. This is truly a first-of-its-kind web site in the Midwest." This information is entered "real time" by Iowa's dedicated inspection staffs – both state and local health department employees.

URL: <http://dia.iowa.gov/food/>



Office of the Governor – Administrative Rules Terminal (ART)

The new online service allows for citizens to be notified when specific rules are being filed, adopted, amended, or repealed. It provides a way for persons to keep a portfolio of often used rules where they can be accessed more easily. It also tracks changes to rules and allows people to see where a rule action is in the change process and provides specific information about how a rule operates, the process of changing a rule and all the ways a citizen can participate in the administrative rules process. The application also provides a way for agencies to work with the rules process electronically.

URL: <http://adminrules.iowa.gov/>



IOWAccess Business Model

Ten years ago, the State of Iowa implemented IOWAccess. IOWAccess operates under the authority of the Iowa Department of Administrative Services with oversight from the IOWAccess Advisory Council. IOWAccess was created by an act of the Iowa Legislature in 1997 to assist in providing Iowans electronic access to state, county, local and federal information and services. The IOWAccess Advisory Council consists of nineteen council members, including five persons representing the primary customers of IOWAccess; six persons representing lawful custodians, including one representative each from the legislative branch (not a member of the general assembly), the judicial branch, the executive branch, city government, county government, and the federal government; four members representing a cross section of the citizens of the state; and four members of the general assembly.

The Department of Administrative Services - Information Technology Enterprise contracts with Iowa Interactive, Inc., a wholly-owned subsidiary of NIC, Inc. to be the network manager. NIC, Inc. is a leading e-Government solutions provider with similar agreements with the following 19 states: Alabama, Arkansas, Colorado, Hawaii, Idaho, Indiana, Kansas, Kentucky, Maine, Montana, Nebraska, New Hampshire, Oklahoma, South Carolina, Rhode Island, Tennessee, Utah, Vermont and Virginia.

The final extension to the original Iowa Interactive contract expired September 30, 2005. The State of Iowa competitively bid the contract for IOWAccess development and support services and Iowa Interactive was awarded the new contract for a five-year term, with an option for a one-year extension.

IOWAccess Projects Approved in Fiscal Year 2006

- ✓ \$12,000 for the Iowa Department of Management to fund planning for Electronic Submission of Local Budgets;
- ✓ \$5,000 to fund planning for the Iowa Board of Medical Examiners Physician Credentialing Project;
- ✓ Two funding requests for the Iowa Ethics and Campaign Disclosure Board; The first approval was in the amount of \$15,000 for planning for the Personal Financial Disclosures electronic filing system. The second approval was in the amount of \$104,553;24 to complete the Miscellaneous Contributions Tracking system;
- ✓ \$108,000 for the Department of Commerce - Alcoholic Beverages Division Online Licensing and Excise Tax Payment Application;
- ✓ \$195,955 to fund Phase III Execution for the Iowa Supreme Court Commissions Project;
- ✓ \$25,000 to complete Phase III Execution for the Department of Inspections and Appeals - Social and Charitable Gambling application;
- ✓ \$90,000 to fund Planning for the Department of Commerce Alcoholic Beverages Division - Online Order Entry and Liquor Inventory Management System;
- ✓ \$45,000 to fund Planning for the Department of Commerce Alcoholic Beverages Division - Online Access to Licensing and Regulatory Documents for Liquor Licensees;
- ✓ \$140,000 for Planning for the Iowa Department of Agriculture and Land Stewardship - Soil Conservation Grant Management system;
- ✓ \$1,500 for FY06 hosting fees for First Lady Vilsack's Book Club;
- ✓ \$53,000 for software development for the 28E Project;
- ✓ \$35,000 for the Department of Management's County Budget Electronic Download Project;
- ✓ \$3,000 for web hosting fees for the DAS Bid Posting Website;
- ✓ \$15,000 to fund Planning for the Department of Natural Resources Electronic Access to Iowa's Water Pollution Control Permits;



- ✓ \$25,000 to fund Planning for the Department of Natural Resources Electronic Access to Iowa's Boat, Snowmobile, and All-Terrain Vehicle (ATV) Registrations;
- ✓ \$17,000 to fund Planning for the Department of Natural Resources Web-Enabled Performance Management System;
- ✓ \$25,000 to fund Planning for the County Real Estate Electronic Government Advisory Committee Web Application;
- ✓ \$75,000 to fund Planning, Assessment, and Implementation for the "Schools Out" Notification System;
- ✓ \$769.81 to complete Implementation for the Department of Management's Local Budget Submission Online application;
- ✓ \$7,613 to fund web hosting for the first year of operation of the Department of Public Safety's Missing Persons website;
- ✓ \$65,000 to fund Implementation and \$12,000 for hosting the Fire Marshall's Above Ground Tank Licensing system;
- ✓ \$60,000 to complete Implementation and \$6,000 for web hosting and Authentication/Authorization (A&A) services for the Department of Natural Resource's Waste Water Permitting system;
- ✓ \$15,000 to fund enhancements to the City of Dubuque's existing Incident Tracking System; and
- ✓ \$15,000 to supplement existing funding to complete work on the 28E Repository.

IOWAccess Convenience Fees Approved in Fiscal Year 2006

Iowa Code section 8A.201 (6) provides a definition of value-added services¹. The IOWAccess Advisory Council is authorized to recommend rates to be charged for value-added services performed through IOWAccess. The term "convenience fee" is used by the Information Technology Enterprise to refer to those rates.

Pursuant to code section 8A.204, the Iowa Department of Management was notified that the IOWAccess Advisory Council had recommended, and the Technology Governance Board had approved the charging of convenience fees for the following services:

Online Licensure Of Public Health Officials The Department of Public Health moved some of the licensing functions to an online application and the Council recommended approval of a \$3.00 fee.

Requests for Criminal History Under the Iowa Code, the Department of Public Safety may charge a fee to any non-law enforcement person who requests a criminal history. Fees will be: \$10 for walk-in, \$13 for mail-in, and \$15 for faxed requests. The Council recommended approval of an Internet fee of \$10 with the suggestion that DPS consider a walk-up fee of \$12.00 and revisit the fee structure in one year, if not sooner.

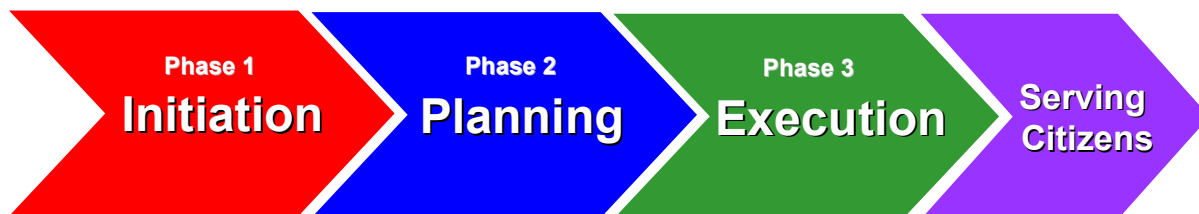
Elevator Installation Applications Iowa Workforce Development performed a technology upgrade for handling elevator installation applications, charging elevator installation companies the cost of credit card processing. The Council recommended approval of the suggested fee which is a variable fee from \$6.50 for new and variable credit card charges based on the licensing fee.

¹ Iowa Code section 8A.201(6) - "Value-added services" means services that offer or provide unique, special, or enhanced value, benefits, or features to the customer or user including, but not limited to, services in which information technology is specially designed, modified, or adapted to meet the special or requested needs of the user or customer; services involving the delivery, provision, or transmission of information or data that require or involve additional processing, formatting, enhancement, compilation or security; services that provide the customer or user with enhanced accessibility, security or convenience; research and development services; and services that are provided to support technological or statutory requirements imposed on participating agencies and other governmental entities, businesses, and the public.

IOWAccess Project Process

The IOWAccess revolving fund was established for the purpose of maintaining, developing, operating, and expanding IOWAccess. Consistent with these duties and requirements, the IOWAccess Advisory Council, with the assistance of the Department of Administrative Services - Information Technology Enterprise has established a process for governmental entities to request funding for the planning and execution of various e-Government projects. The Council has implemented a process, based on information technology project management best practices, to assess the relative merits of the projects submitted and make recommendations for funding projects to the Director of the Department of Administrative Services.

Figure 1. FY06 IOWAccess Project Lifecycle



Phase 1 - Initiation – This requires the investment of a small amount of resources, resulting in a reliable estimate of the cost of gathering and documenting detailed requirements. The initiation phase can be completed at no cost to either the IOWAccess revolving fund or the customer (in this case the state agency or branch of government), other than the time needed to complete the deliverables. Consequently, no IOWAccess funding is used for the initiation phase. The deliverables from this phase include a concept paper generally describing the e-Government process or application and an assessment document that includes information about the scope of the project and a cost estimate for completion of the planning phase.

Phase 2 - Planning - The goal of the planning phase is to develop accurate cost estimates and well-defined deliverables for the e-Government process or application. The planning phase documents detailed customer business requirements presented in an array of documentation. The planning phase requires the preparation of a draft service level agreement between the owner of the application and the service provider in order to provide an accurate estimate of ongoing operational costs. It also provides statements of work and a completion timeline for the application. Finally, a Return on Investment analysis must be completed using the State of Iowa’s award winning ROI Process. Governmental entities can request funding from IOWAccess for up to 100% of the planning phase costs. IOWAccess involvement in the project terminates at conclusion of Planning Phase if execution funding is not sought or approved. The agency has access to the deliverables from the planning process and can proceed using funding sources other than IOWAccess.

Phase 3 - Execution – This phase is the actual implementation and roll-out of the project and includes:

- Application programming and testing.
- Creation of the final Service Level Agreement
- Development of an operational budget including ongoing hosting and maintenance costs.

IOWAccess Phase 3 funding can be used for the application programming, testing, and migration of the completed application to a production environment. Phase 3 funding can also be used to pay the web hosting fees for the application (with the approval of the IOWAccess Advisory Council).



Table 1. All IOWAccess Projects through June 30, 2006

<i>Approved Projects</i>	<i>Amount Approved</i>	<i>Amount Spent</i>	<i>Amount Remaining</i>
DHS - Child Development Home Registration Renewals Execution	199,124	117,499	81,625
DIA - Targeted Small Business Online Execution	60,000	56,990	3,010
DIA - Social Gambling Online Execution	87,000	82,968	4,032
DIA - Food Inspections Online Execution	125,000	124,969	31
DOE - Teacher License Renewal Execution	445,059	445,059	0
ECDB - WRS Public Access Improvements Execution	20,000	20,000	0
ECDB - Misc. Contributions Tracking Execution	111,553	88,760	22,793
ECDB - Lobbyist/Client Tracking System Planning	18,500	18,500	0
IDR - Electronic Tax Administration	414,000	414,000	0
DHS - Food Stamps Web Intake Execution	100,000	17,891	82,109
ISU - 28E Repository Execution	188,660	188,622	38
Comm - Professional Licensing Systems	5,498	5,498	0
ITE - Full-time position to support IOWAccess	50,000	5,365	44,635
DPS - Criminal History Online Execution	69,375	14,417	54,958
ITE - E-Government Policy Research	114,068	114,067	1
ITE - Enterprise Lyris List Manager (includes up to \$55K for Email) Execution	150,040	133,295	16,745
DPS - Email Subscription Management for Law Enforcement Execution	20,491	20,491	0
DALS - Soil Conservation Grant Application Planning	150,000	150,000	0
AOS - Audit Report Web Server	3,850	3,850	0
ECDB - WRS Public Access Improvements Hosting	12,000	12,000	0
DPS - Missing Person's Report Planning	5,000	5,000	0
DNR - Campground Reservations Photography	15,000	15,000	0
ITE - Interactive Phone Book	59,768	57,219	2,549
ITE - Small Project Reserve	150,000	68,394	81,606
DOM - Purchasing Results Website Execution	50,688	26,275	24,413
JB - Attorney Licensing Execution	234,830	228,200	6,630
ICRC - Civil Rights Complaints Automation Execution	75,000	67,207	7,793
DIA - Food Inspections On-line Phase II Execution	53,333	53,333	0
DPS - Missing Persons Reports Execution	40,000	40,000	0
DPS - Patrol Car Computers purchase & installation	400,000	400,000	0
Comm - ABD Licensing & Excise Tax Payments Execution	108,000	108,000	0
DPH - BoME Physician Credentialing Data Migration Execution	5,000	0	5,000
DOM - Electronic Submission of Local Budgets Planning	47,000	42,621	4,379
ECDB - Personal Financial Disclosure Filing Planning	15,000	8,747	6,253
Comm - ABD Order Entry & Liquor Inventory Planning	90,000	806	89,194
Comm - ABD Licensing & Regulatory Documents Online Planning	45,000	806	44,194
IGOV - First Lady's Book Club Hosting	1,500	0	1,500
DAS - RFP Self-Posting Website Hosting	3,000	1,530	1,470
DIA - Targeted Small Business Online Hosting	12,000	0	12,000



DIA - Social Gambling Online Hosting	12,000	0	12,000
DIA - Food Inspections Online Hosting	12,000	0	12,000
DOE - Web Based Teacher License Renewal hosting fees Hosting	12,000	0	12,000
DNR- Water Pollution Control Permits Planning	15,000	14,900	100
DNR- Boat, Snowmobile, ATV Registration Planning	25,000	0	25,000
DNR- Performance Management System Planning	17,000	8,617	8,383
LOC - County Real Estate Electronic Government Advisory Committee Web Application	15,000	8,503	6,497
ITE - Schools Out Notification System Assessment	25,000	0	25,000
ITE - Schools Out Notification System Implementation	50,000	49,652	348
DPS - Missing Persons Reports Hosting	7,613	0	7,613
DPS - Fire Marshall's Above Ground Tank Licensing Implementation	65,000	65,000	0
DPS - Fire Marshall's Above Ground Tank Licensing Hosting	12,000	0	12,000
DNR - Electronic Access to Iowa's Water Pollution Control Permits Implementation	60,000	0	60,000
DNR - Electronic Access to Iowa's Water Pollution Control Permits Hosting and Authentication/Authorization	6,000	0	6,000
LOC - City of Dubuque existing Incident Tracking System improvements Implementation	15,000	0	15,000
DIA – Food Inspections Website Enhancements Planning	10,500	8,075	2,425
DALS – FARMS Project Implementation	295,000	43,337	251,663
Total	<u>4,408,451</u>	<u>3,432,991</u>	<u>1,052,987</u>



IOWAaccess Financials



IOWAccess Revolving Fund Statement of Changes in Net Assets (Income Statement) - June 30, 2006

	Budget FY 2006	Actuals FY 2006
Resources:		
Interest Income	21,200	107,824
Appropriation	1,000,000	1,000,000
Fees-DMVR	2,081,547	2,288,562
Total Revenues	3,102,747	3,396,386
Expenditures:		
Technology Governance Board (TGB)		
Personal Services / benefits & EA Research	250,000	64,246
Travel	2,592	0
Travel, IAAC	1,200	1,387
Professional Services for eGovernment Maintenance	1,006,081	1,202,339
ITE Support Costs		
Internet Connections/Communication Costs	27,264	27,248
Support- Infrastructure / Applications	565,320	565,869
Support- DMVR / Applications	159,816	159,816
Data processing - sw & hw / license fees & maintenance	10,000	0
Other Expenses	1,950	0
IAAC Projects: Application Development & Support		
Remaining balance on projects approved prior to 7/1/2005	1,858,154	1,801,914
New project costs	1,600,000	260,936
Total Expenditures:	5,482,377	4,083,754
Increase (decrease) in Net Assets		(687,368)
Net Assets, beginning of Year		2,508,900
Net Assets, end of Year		<u>1,821,532</u>



IOWAccess Revolving Fund Statement of Net Assets (Balance Sheet) - June 30, 2006

<u>ASSETS:</u>	<u>AMOUNTS</u>
Cash	1,821,532
Accrued Appropriation	0
Accounts Receivables	0
	<u>1,821,532</u>
 <u>LIABILITIES:</u>	
Accounts Payables	0
 Net Assets	 <u>1,821,532</u>



Fiscal Year 2007 IOWAccess Budget Projection

	July 2006	August 2006	September 2006	October 2006	November 2006	December 2006	January 2007	February 2007	March 2007	April 2007	May 2007	June 2007	FY 2007
Revenues:													
Interest Income	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,766	1,766	1,766	1,766	21,200
Appropriation			1,000,000										1,000,000
Fees-DMVR	188,415	207,555	181,086	174,057	184,683	164,853	205,524	184,020	208,356	189,630	201,573	189,084	2,081,547
Total Revenues	190,182	209,322	1,182,853	175,824	186,450	166,620	207,291	185,787	210,122	191,396	203,339	190,850	3,102,747
Expenditures:													
Technology Governance Board:													
Personal Services	20,833	20,833	20,833	20,833	20,833	20,833	20,833	20,833	20,833	20,833	20,833	20,833	250,000
Travel / Per Diem	416	416	416	416	416	416	416	416	416	416	416	416	4,992
IOWAccess Advisory Council													
Travel - IAAC	300		300		300		300		300		300		1,500
Other Expenditures													
Professional Services for eGovernment Maintenance	91,067	100,318	87,525	84,128	89,263	79,679	99,337	88,943	100,705	91,655	97,427	91,391	1,006,081
ITE Support Costs													
Internet Connections/Communication Costs	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	2,272	27,264
Infrastructure/Application Support	47,110	47,110	47,110	47,110	47,110	47,110	47,110	47,110	47,110	47,110	47,110	47,110	565,320
Application Support -IGOV	13,318	13,318	13,318	13,318	13,318	13,318	13,318	13,318	13,318	13,318	13,318	13,318	159,816
Data Processing - license fees, software & hardware						5,000						5,000	10,000
Other Expenses						1,950							1,950



<u>IOWAccess Projects:</u>	July 2006	August 2006	September 2006	October 2006	November 2006	December 2006	January 2007	February 2007	March 2007	April 2007	May 2007	June 2007	FY 2007
<u>Application</u>													
<u>Development & Support</u>													
Remaining balance on projects approved prior to 7/1/2006	1,858,154												1,858,154
New project costs	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	1,500,000
<u>Total Expenditures</u>	2,158,471	309,268	296,774	293,077	298,513	295,578	308,586	297,892	309,955	300,604	306,676	305,340	5,385,077
<u>Cash Balance Brought Forward</u>	2,424,237	455,948	356,003	1,242,081	1,124,828	1,012,766	883,807	782,512	670,407	570,574	461,367	358,029	2,424,237
<u>Net cash, operations</u>	<u>455,948</u>	<u>356,003</u>	<u>1,242,081</u>	<u>1,124,828</u>	<u>1,012,766</u>	<u>883,807</u>	<u>782,512</u>	<u>670,407</u>	<u>570,574</u>	<u>461,367</u>	<u>358,029</u>	<u>243,539</u>	<u>141,907</u>



Appendix 1. Duties and Responsibilities of the IOWAccess Advisory Council

Pursuant to Iowa Code section 8A.221, the IOWAccess Advisory Council is charged with the duty to:

1. Recommend to the Technology Governance Board rates to be charged for access to and for value-added services performed through IOWAccess.
2. Recommend to the director the priority of projects associated with IOWAccess.
3. Recommend to the director expected outcomes and effects of the use of IOWAccess and determine the manner in which such outcomes are to be measured and evaluated.
4. Review and recommend to the director the IOWAccess total budget request and ensure that such request reflects the priorities and goals of IOWAccess as established by the advisory council.
5. Review and recommend to the director all rules to be adopted by the department that are related to IOWAccess.
6. Advocate for access to government information and services through IOWAccess and for data privacy protection, information ethics, accuracy, and security in IOWAccess programs and services.
7. Receive status and operations reports associated with IOWAccess.
8. Other duties as assigned by the director.

The IOWAccess Advisory Council shall also:

- Advise the director with respect to the operation of IOWAccess and encourage and implement access to government and its public records by the citizens of this state.
- Serve as a link between the users of public records, the lawful custodians of such public records, and the citizens of this state who are the owners of such public records.
- Ensure that IOWAccess gives priority to serving the needs of the citizens of this state.



Appendix 2. Legislative Language Mandating This Report

Iowa Code Section 8A.224 - IOWA Access revolving fund

An IOWA Access revolving fund is created in the state treasury. The revolving fund shall be administered by the department and shall consist of moneys collected by the department as fees, moneys appropriated by the general assembly, and any other moneys obtained or accepted by the department for deposit in the revolving fund. The proceeds of the revolving fund are appropriated to and shall be used by the department to maintain, develop, operate, and expand IOWA Access consistent with this subchapter. The department shall submit an annual report not later than January 31 to the members of the general assembly and the legislative services agency of the activities funded by and expenditures made from the revolving fund during the preceding fiscal year. Section 8.33 does not apply to any moneys in the revolving fund and, notwithstanding section 12C.7, subsection 2, earnings or interest on moneys deposited in the revolving fund shall be credited to the revolving fund.”



Appendix 3. Calendar Year 2007 IOWA Access Advisory Council Meeting Dates

Wednesday, January 10, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3

March 7, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3

May 9, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3

July 11, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3

September 12, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3

November 14, 2007, 1:00-3:30 p.m.
Hoover Bldg, B Level, Conference Rooms 2 & 3