

OWAccess Advisory Council  
Minutes of November 24, 1998 Meeting

F I N A L

Present: Diane Kolmer, Jean Rommes, Jim Youngblood, Dave Arringdale, Libby Jacobs, Bob Rafferty, Steve Falck, Carol French-Johnson, Herb Strentz, Joe Weinman, Quent Boyken, Nancy Richardson, Dennis Dietz, Gerry Bair, Monty Bertelli, Cris Plocher, Lorrie Tritch, Dennis Guffey, Kent Hiller, Kay Arvidson, Stan Kuhn, Diane Van Zante

Absent/No Representative: Marsha Ternus, Joe Alber, Tamara Dukes, Susan Whitson, Robert Dvorsky, Linda Plazak, Steve King, Tom Shepherd, Lowell Sneller

1) New Members/Introductions/Opening Remarks - Diane Kolmer introduced Steve Falck, Iowa House of Representatives, and Cris Plocher, Iowa State Association of Counties. We are still hoping to have a representative from the Auditor's Office.

2) Minutes from the October 27, 1998 meeting - The minutes were unanimously approved, as written.

3) Overview of the November 12 IOWAccess Reception - Jean Rommes told the group that the reception was very well attended, the program went smoothly, and the projects were well demonstrated. State Public Policy Group deserves the credit for organizing the event. The media also gave it very good coverage.

Kent Hiller demonstrated the home page for IOWAccess ([www.state.ia.us/](http://www.state.ia.us/)), which is soon to become the official website of the State of Iowa, and showed some of the improvements that have been made. Council members questioned what links we would be willing to accept (i.e., link to League of Women Voters, etc). Do we need to define a policy on this? Kent also talked about an "offsite icon" which would identify to the user that he/she is leaving the state network.

4) New Governor/Transition - Diane Kolmer commented that she felt confident that Governor Vilsack will look favorably on the IOWAccess Network. His familiarity with the issue, via his senate experience, will be helpful. Diane will be sending a letter to the transition team to ask for a time to meet with the team and/or Governor Vilsack to discuss IOWAccess.

5) Funding Options - The subcommittee on funding options has been meeting. In Joe Alber's absence, Libby Jacobs provided the Council with an update. So far, they have mainly been brainstorming, but will be talking about short range and long range options at their next meeting. Joe has a good action plan outlined for the committee. Anyone else who might be interested in joining the subcommittee is welcomed to attend. The next meeting is December 7 at 4:00 p.m. in the ITS Director's Conference Room, Hoover Building, B Level.

6) Web Standards - Dave Arringdale distributed a draft copy of web page standards. He stated that they were more of a style guide than strict standards. There are certain things that we would like to see on all web pages however, such as an offsite icon, or a navigational bar. A Council member asked if anyone from the Attorney General's Office had been designated as a specialist in Internet law? Dave will call and follow up on this. At some point, we might want to create a subcommittee on legal issues. Jim Youngblood stated that we might also consider a subcommittee on security and privacy. If anyone has a comment on the web standards handout, please get back to Jim or Diane Kolmer by mid December. What is the next step with regard to web standards? Dave said first there will be a review process and then we will work with the agencies to explain what is expected. Libby Jacobs mentioned that we might want to include a goal statement in the standard, stating why standards are important?

7) Internet Tax Freedom Act (handout). This is a summary of the act. It was signed into law on Oct. 21st, 1998. Council members might wish to review this document prior to the next meeting, at which time we will discuss it further.

8) Structuring the IOWAccess Projects as Part of the IOWAccess Advisory Council -- Some of the projects don't really have a home at present. As we move forward, we should probably entertain a report on projects, what Kent's staff is working on, target dates, etc. Some projects were only pilot projects; how do we make them available to all of Iowa? Other projects require additional funding. Some of the project leads have agreed to continue in the role of lead person as their project moves forward. A status report would be helpful, so we know what is happening with the different projects. Jim Youngblood gave a brief rundown of who/which agency is taking responsibility for the continuation of each project. Dennis Guffey also mentioned that it might be helpful for the Council to endorse the request for funds to keep some of the projects going.

9) Discussion on Prioritization of Projects -- Some agencies have shown a strong interest in being part of the Network and some of these projects have already begun. There is already more demand than available resources. This is also closely tied to funding. The new Governor will certainly have some thoughts on how the funding would be generated. The more resources we have, the more we will be able to do. How does this group, in an advisory capacity to ITS, choose the criteria to get them done? How do we set priorities? Diane Kolmer sees the top two issues as:

- a) impacts a large number of lowans, or
- b) has obvious potential for generating a certain amount of income.

Carol French-Johnson asked if we still plan to maintain a Citizen's Council. Yes, we do need a sounding board.

Although we need to determine what criteria we will use to judge each project, the Governor and Legislature may have strong views on what projects move forward first, especially if they bring in a lot of revenue. Libby Jacobs mentioned that it might be important to move some things higher on the list if they have a long-term benefit, such as freeing up other resources (staff, etc.).

Jim Youngblood sees development of the network as a three to five year effort. The Governor's original goal was that citizens would be able to transact business with the State of Iowa on a 24x7 basis by the Year 2000. There are projects where we can extract information and there are projects that involve doing business electronically. We are talking about funding for the long haul. It must be self-sustaining.

Nancy Richardson mentioned that for an individual project, it is not only Iowa Interactive who is involved in making the project a reality, but also the agency who maintains the data, as they need to dedicate resources to get the data ready for public consumption. This is also one of the criteria that needs to be viewed when prioritizing projects.

Nancy identified six criteria for prioritizing projects, per our discussions today:

- 1) marketability
- 2) potential for generating income
- 3) amount of impact on lowans
- 4) potential to free up other resources
- 5) complexity of application (effort needed to get on-line)
- 6) cost benefit of valued added enhancement

10) Announcements and Wrap-Up -- Tentative date for the next meeting is January 26. We want to extend an invitation to the Attorney General's Office to have a representative attend these meetings.

Quent Boyken asked if there were any specific legislative initiatives that Council members might support.

Jim identified 3 items:

- 1) \$800,000 appropriation for the Network
- 2) legislative code changes that would facilitate the success of the Network
- 3) electronic commerce

Kent Hiller passed out a one page summary of fee services by state, detailing the cost of various services to the customer. The Council asked for more detail (i.e., how much of the fee goes to support the network). Kent will compile this information before the next subcommittee meeting on December 7. Kent will route to Diane Van Zante for distribution to the full Council.

Diane Kolmer suggested that beginning in January, we hold meetings every other month. A schedule of meetings is to be posted outside of Jim's office and outside the House and Senate chambers.

Agenda Items for January:

Internet Tax Freedom Act

Report from lead person on projects that the Council has adopted

List of projects that Iowa Interactive has going/has been requested to do

Report from Funding Subcommittee

Initiate new subcommittees

Hope to have a better idea of the new Governor's intent

Acquainting the legislators with the Network

Legislative plan (three items identified earlier).