

IOWAccess(TM) Advisory Council  
Minutes of January 25, 1999 Meeting  
F I N A L

Present: Dave Arringdale, Herb Strentz, Libby Nelson, Quent Boyken, Susan Whitson, Joe Weinman, Mary Tamasi (representing Stan Kuhn), Kent Hiller, Joe Alber, Carol French-Johnson, Dennis Dietz, Kay Arvidson, Libby Jacobs, Lorrie Tritch, Lowell Sneller, Diane Van Zante  
Absent/No Representative: Diane Kolmer, Jean Rommes, Gerry Bair, Marsha Ternus, Cynthia Eisenhauer, Nancy Richardson, Dennis Guffey, Steve King, Allen Burchett, Steve Falck, Robert Dvorsky, Tom Shepherd, Linda Plazak, Tamara Dukes  
Guest: Janet Huston

Dave Arringdale opened the meeting and advised Council members that Diane Kolmer (Chair) and Jean Rommes (Vice-Chair) were not able to be present. In addition, Jim Youngblood is no longer with Information Technology Services. In the absence of the Chair and Vice-Chair, and with the Council's approval, Dave led the meeting. Two agenda items, identifying new subcommittees and discussion of criteria used in setting priorities for new agency projects, were tabled until the next meeting.

1) New Members/Introductions - Dave identified the new members that have joined the Council: Cynthia Eisenhauer, the new Director of the Department of Management, Allen Burchett representing the Iowa State Association of Counties, and Libby Nelson, representing the Attorney General's Office. We are still looking for a representative from the Auditor's Office and will also be seeking a new member from the Secretary of State's Office to replace Monty Bertelli.

2) Minutes from November 24 Meeting - A draft copy of the minutes was distributed. Please let Diane Van Zante know by the end of the week if there are any revisions you wish to make.

3) Web Standards Follow-up - The document distributed today (Standard S-TA-009-001) is a final version (the previous one was a draft). The standards deal more with policy than content, and are more of a style guide. Lowell Sneller advised that there is actually another 25-page guideline for putting together web pages. Dave commented that it will be difficult to enforce the standards without more authority, which we currently do not have.

4) General Manager's Report (status of projects, feedback from agencies, etc.) - Kent Hiller. For future meetings, Kent will distribute the report prior to the meeting. The Manager's Report is broken down into 3 sections: technical, marketing, and general overall issues. Kent gave a brief overview of the report. Kay Arvidson talked about the Website Workbook, a guide Iowa Interactive makes available to agencies to help them plan their web site and identify potential electronic commerce applications. It is a resource that can be used, no matter where an agency is in the process. Anyone wanting a copy of the workbook may contact Kay. This document will also be on-line by Feb. 1st.

About mid-March, the new state web page will be ready. Currently, the new web page resides at [www.state.ia.us](http://www.state.ia.us), however when it is ready for general use, you will be able to access it at either of two url's: the [iowaccess](http://iowaccess) url and/or [www.state.ia.us](http://www.state.ia.us) (current state web page address).

A question was asked about legal liability. Kent Hiller advised that it is not Iowa Interactive's role to decide what information is accessible to the public. The agency and it's legal staff need to make that determination.

Kent reported that Steve Schrader left Iowa Interactive and Kent is looking for three developers to bring staff up to the needed level. Kent is also working on setting up a meeting with Governor Vilsack.

Dave affirmed that demand for Iowa Interactive's services is very strong and growing rapidly. Joe Alber inquired if there was sufficient funding to accommodate increased staff needed to complete the increased workload. Dave responded that funding for this year is fixed, which makes things more difficult to balance. This is one of the reasons we favor a fee-based model, so there is the flexibility to expand staff, etc. In addition, Iowa Interactive provides some services that do not generate revenue, such as agency website development. This is a free service, even though some agencies have discussed paying for it. At present, this is not under consideration.

5) Report from Funding Subcommittee - handout from Joe Alber (minutes from the December 7, 1998 subcommittee meeting). The subcommittee's objective is to identify revenue-producing opportunities. One method identified was "advertising," including display ads. Libby Nelson mentioned that since this is a public site, it could be problematic to allow display ads as that could be construed as an endorsement. This would be a first amendment issue. Another category mentioned was "derived products." We would need legislative exception or an ordinance

permitting this, as state agencies may not compete with private industry (state universities, Prison Industries, and specific state agencies are exceptions to this rule).

Joe reported that the committee believes it has met the initial objective. IOWAccess will need a predictable funding stream, a relatively assured source of revenue. The committee will standby, awaiting further instruction.

6) Legislative Initiatives - Janet Huston. Janet Huston, Attorney with the Department of General Services, introduced herself. In addition to her work with DGS, Janet has worked on a number of issues for Information Technology Services.

Last year, a bill was introduced to legalize electronic commerce. We are hopeful of introducing the same bill this year, possibly with minor modifications/ improvements.

Libby Jacobs reported that she has already put in a request to start with the bill that was passed in the House last year. There is a learning curve with electronic commerce, many people are uncomfortable with the technology component and don't have a firm understanding of what's being proposed.

Per Janet, there are only two outstanding issues:

- a) expand the types of technology by which an individual can sign an electronic record
- b) electronic consumer transactions that occur over the Internet

7) Summary of Internet Tax Freedom Act - Report by Janet Huston. This act provides for a three-year moratorium on the imposition of federal, state, or local taxes for Internet access from October 1, 1998 until October 21, 2001. A few states, including Iowa, fall under a "grandfather" clause that permits these same states to continue taxing Internet access if they can show that the tax was imposed and enforced prior to October 1, 1988. This act also established a temporary commission to determine how taxes can be imposed in a non-discriminatory fashion. There is no consistency among the states as to what "Internet access" is. We will also need to wait and see how the Dept. of Revenue and Finance rules on this.

8) Travel Expenses - Initially the Council chose not to reimburse members for mileage incurred, however has changed this policy and will reimburse travel expense (mileage only). Please submit your claims, beginning with this meeting, to Diane Van Zante.

9) IOWAccess Project Status - Linda Plazak compiled a status report on several of the projects that the Council has now agreed to oversee. In Linda's absence, the document was distributed without further discussion.

10) Gov. Vilsack's Legislative Initiatives - In a meeting with Governor Vilsack's staff on January 12, six legislative priorities were announced (identified in handout distributed to Council members). We need to align ourselves with these goals/priorities as much as possible. Governor Vilsack does favor an \$800,000 appropriation for IOWAccess and a fee-based model for ongoing funding. We are hopeful that there will be a restructuring of the technology component of state government, with a core group that has authority, accountability, and the responsibility for development of enterprise wide standards, etc.

11) Security and Privacy - Kent Hiller. From a risk standpoint, Kent is very comfortable with the security side of the Network. To Kent's knowledge, there are no issues with privacy. There are interagency agreements detailing what the agency and what the Network will provide. Issues of privacy and confidentiality are also addressed in the interagency agreement. Herb Strentz suggested that we use the term "data protection" instead of privacy, as it is a more inclusive and clear term.

12) Announcements and Wrap-Up - The next meeting is scheduled for Tuesday, March 30 at the Iowa Department of Economic Development (this was subsequently rescheduled to April 16, still at the Department of Economic Development).

The Council asked that a letter of appreciation be sent to Jim Youngblood. Dave will contact Diane Kolmer and ask her to do so on the Council's behalf.

Agenda Items for Next Meeting:

1. Electronic-Commerce Business Planning
2. Identifying New Subcommittees (Legal; Security/Privacy)
3. Discussion of Criteria Used in Setting Priorities for New Agency Projects