IOWAccess Advisory Council Meeting
Minutes of November 14, 2002
F i n a l

Present: Quent Boyken, Jane Ginapp, Richard Neri, Sheila Castenada, Mary Lundby, Corlis Moody, Marsha Ternus, Herb Strentz, Libby Jacobs

Absent: Gail Flagel, Craig Hiemstra, Kelly Hayworth, Miriam Ubben, John Wellman, Robert Dvorsky, Bob Scow

Guests: Dan Combs, Randy Clemenson, Larry Murphy, Diane Van Zante, Tim Erickson

1) Opening, Previous Minutes, Comments – Quent Boyken, chair, called the meeting to order. We do not need a quorum today, as we will not be voting on any issues. Our newest member, Sheila Castenada, is here for the first time. All members present introduced themselves and explained their affiliation with the council. Sheila told us a bit about herself. Quent advised that at our last meeting, we discussed and voted on fees for driver records and hunting and fishing licenses. The IOWAccess Advisory Council's recommendation will be reviewed at this afternoon's Information Technology Council meeting.

2) ROI (Return on Investment) Scoring (Pooled Technology FY04 Projects and Rankings) – Randy Clemenson, ITD, outlined the criteria for submitting an application and the process for scoring. Quent explained the scoring system that each application is judged by and how the scores are derived. The same process was used last legislative session, however due to limited monies available, only four of the projects were funded at some level. Herb Strentz asked if there was ever any follow-up to see if the ROI projected was actually achieved, and what documentation existed that the ROI estimates were credible? Dan responded that we have several groups review the applications and give them the "smell" test, but we do not have a full-proof method. Herb inquired if there was any leeway in altering the order of the projects, based on individual circumstances. The IT Council does discuss the outcome of the voting and has the flexibility to make any revisions it wants before making a final recommendation. This recommendation goes to the Governor and Legislature, however the council's recommendation is only an advisory document. There is no mandate to accept it.

3) Legislation – ITD forwarded a document to council members with proposed legislation for next calendar year. Dan gave an overview of the items we plan to submit:
a) Department clean up bill
b) Operational changes
c) Anti-spam bill
d) Prohibition of telemarketing sales calls
e) Chapter 22 dealing with confidential records
f) Background checks
g) Identity security
h) Identity theft advocate

Regarding item 3e, Chapter 22, Herb expressed some reservations about the wording. Dan mentioned that we would welcome any input on this matter.

Quent mentioned that several council members' terms are due to expire in April of 2003 and asked what the process was for that. ITD will research the original bill language, but believes that there is a provision for reappointment by the Governor.

Senator Mary Lundby advised that the council sometimes experiences quorum problems and that the Legislature would be looking at that issue in order for councils to do their business. This may mean that the council is restructured and has fewer members. Senator Lundby also asked that all bill drafts be submitted much earlier.

4) Budget Brief – Dan Combs (handout). This is a glimpse of our budget for next year. It is in essence a status quo budget. Senator Lundby and Representative Libby Jacobs asked about the substantial increase in in-state and out-of-state travel, as well as supplies. Senator Lundby and Representative Jacobs indicated that other members of the Legislature would likely question the same items. Paul Carlson, Acting CFO, joined the meeting briefly to provide further information. The increase in total budget from FY03 to FY04 ($21 million to $28 million) is primarily related to charter activities.

5) IOWAccess Services Update – Tim Erickson, Iowa Interactive. Tim handed out updated information on DOT Motor Vehicle Records, a chart of record fees charged in other states, DNR hunting and fishing license applications, and web statistics. Representative Jacobs asked if in the future, we would be able to show how the access fees were being used by the recipient agencies. Dan responded that we plan to make that information available. Representative Jacobs mentioned that last legislative session, they did pass a bill that requires all agencies to make RFPs available online. Tim mentioned that the new online property tax payment system was very successful – over $3 million in property taxes paid online for the September due date. Senator Lundby brought up the issue of reforming voter systems and wondered if anyone was looking at the voter systems in Iowa to ensure that they were compatible and would be useful as we move forward. Dan advised that we had previously held discussions with the Secretary of State's office, but they chose to go a different direction, and are under no mandate to partner with ITD.

Larry Murphy gave an update on Internet access to court information (handout). The system allows some free electronic public access to court information as well as enhanced electronic public access to court information for a fee. The fee is $25 per month. There are currently 600-650 registered users and we have collected about $18,800 in fees. The courts' partnership with ITD is working very well.

6) Identity Security – Dan Combs. This is an extremely complex and difficult issue. Identification is an important function. How do you accurately identify someone? Identify theft and identity fraud are on the rise. Governments, businesses, and individuals all have a need to prove who they are. A couple of years ago, ITD began looking at this issue and contemplating how it should be addressed. Since 9/11/01, there has been an increased interest in this topic. Identity security is about creating, establishing, and identifying a person's identity. What issues should government address, how do we protect a person's privacy? Herb drew the distinction between data collection and individual privacy. Sheila mentioned that it is important that data be used only for the purpose it was collected. At some future point, the identity security initiative may come before the council in order to discuss funding or other issues.

Herb mentioned that we have already compiled some good information on privacy by way of a paper that Rich co-authored with Fred Cate. Dan mentioned a white paper that he wrote in conjunction with NECCC. ITD will supplies copies of both of these items to council members.

7) Future Updates – Quent talked about the meeting schedule for next year and whether or not there was a desire to meet quarterly instead of every other month. The Council discussed continuity of attendance (if a person only attends council meetings occasionally, but is present for voting on issues, is that member really informed enough about the issue they're voting on), lack of attendance, quorum issues. In the past, we have scheduled our meetings to align with the ITTC. Council members expressed a desire to continue to meet every other month. No objections were voiced, so the schedule of meetings will remain the same as before. Diane will forward a list of meeting dates for next year.

Senator Mary Lundby asked for bill language that addresses the number of members on boards, removal of members who don't participate, language that states once appointed to serve, members need to participate, and also suggested that we also look at the makeup of the council, i.e., do we still have the right mix of organizations? It was noted that we do have approval to meet by phone or via the ICN.

There being no further business, the meeting adjourned at 11:09 a.m.