D r a f t

Note: To conserve time and expense, Council members were offered the opportunity to participate in the meeting via online conferencing. Those who chose to participate in person did so from the Hoover Building, Level B, Conference Rooms 2 & 3.

Present: Terri Selberg*, Sheila Castaneda*, Dawn Ainger*, Kathleen Richardson, Dick Neri*, Randy Nyberg, Barb Corson, Dan McGinn*, Kelly Hayworth*

Absent: Terrence Neuzil, Herb Copley, Beth Baldwin

Guests: Tracy Smith, Mark Uhrin, Lorrie Tritch, Malcolm Huston, Darrell Fremont, Deb McDaniel, Deb Krueger, Jeff Franklin, Julie Leeper, Jon Murphy, Sue Ging, Amelia Adkins

            * Online/by phone

Council Chair, Dick Neri, opened the meeting at 1:03 p.m. and noted that there was not yet a quorum of members. Agenda items were taken out of order until such time as a quorum could be established.

1. Iowa Interactive Project Update – Tracy Smith, Iowa Interactive.
    The most recent report covers the period November 2009 through February 2010. In November, sales of drivers' records were down; other NIC states appeared to experience the same trend. November campground registrations were up quite a bit. Several projects went live, including the Deaf Services website, an Inspections and Appeals website to register boarding home tenants, the Board of Medicine static website, and changes to the DAS Bids and Opportunities website. Post project survey responses were slim; only two responses were received. The Iowa Interactive annual report indicates that 35 projects were completed last year, 28 of which were static websites.

2. Introductions, Approve November Minutes – Dick Neri, Chair.
    Members and guests introduced themselves. Barb Corson moved approval of the November 4, 2009 meeting minutes; Dan McGinn seconded the motion. An oral vote was taken; the minutes were unanimously approved as written.

    Dick Neri, Barb Corson, and Dawn Ainger have terms set to expire on April 30. The next meeting is set for May. The Council Chair and Council Vice Chair would both be gone; since the Council is disbanding in June, we would like to hold a final meeting in April rather than May. Malcolm will pole the members for an April meeting date.

3. American Recovery and Reinvestment Act (ARRA) Project – Execution Change Request ($115,000) – Jon Murphy, ARRA Implementation Co-Lead.

Kelly Hayworth joined the meeting, in progress.

The URL for the ARRA website is http://www.iowa.gov/recovery/. A new mapping feature has been added to the site which shows users where the projects are and how the funds are being used. There are three components to the overall project: reporting, the website, and a collaboration application for broadband. Of the $2.5 million that Iowa received, 72% has been obligated while 54% has been spent. The site is currently tracking and displaying 444 prime awards. There are 3500 sub recipients and 1032 unique users of the reporting site. The Iowa ARRA site also includes stories of recovery and there are plans to incorporate pictures and video as well.

Today's request for continued funding is because ARRA seems to be a constantly moving target. There are frequent changes to the reporting requirements and occasionally new data elements. Additional funding is needed to get through the remaining reporting periods.

Discussion/Q & A –

Council member (C): I am not clear what the new request is for.

Presenter (P): To transition the reporting model to the website; the bulk of funding will go to report the data we receive from Iowa up to the federal reporting site.

C: How many hits/visitors are you getting to the site?

P: Possibly 3500. We can verify and send that information back out.

C: Are we talking about a Cadillac system when a Chevy system would do? Is it necessary to have a superb website?

P: This website is consistent with what I've seen in other states. Personally, I want to provide Iowans with the best information possible.

C: $115,000 seems like a lot of money for 40,000 hits a year.

P: I think it's a good expenditure of funds in terms of what IOWAccess is about.

C: If IOWAccess doesn't fund this, what will happen?

P: There will be significant problems with Iowa reporting that is due April 1st.

C: I am impressed with the site and I support it and hope that the Council will continue to fund it.

P: This site should be a model going forward for letting people know how government spends its money. I want to see more of this type of thing.

C: Transparency is valuable. This Council requested the same degree of transparency with respect to how this money is being spent. None of the documentation that I've requested has been supplied. It appears that the Department of Management (DOM) is being treated differently than other agencies. I share the concern about the Cadillac model; we already have good information out there for citizens.

C: How long will the ARRA site be relevant?

P: The last report is either the last quarter of this year or the first quarter of next year. The last dollar will go out in September, but the reporting and monitoring will go on for a while.

C: Accountability is important, but the Council is also accountable.

C: When this project first came up, there was not time to understand all of the internal workings. We've never audited a project after-the-fact before.

C: I'm not seeking an audit, just an understanding of how the money was spent. We were never provided any of the information that we normally get or have asked for.

P: We spend a lot of time collecting and verifying the information on the website. To move the data to federalreporting.gov is a monumental task. The reporting model and the website are not mutually exclusive.

Kelly Hayworth moved authorization of the funding. Dan McGinn seconded the motion. A suggestion was offered that the Council review financial projections before proceeding. Malcolm Huston presented the financial projections. If all projects on today's agenda are approved (totaling of $260,000), there will still be an unobligated balance of $368,000.

A roll call vote was taken, as follows:
    Terri Selberg – Yes
    Sheila Castaneda – Yes
    Dawn Ainger – No
    Kathleen Richardson – Yes
    Dick Neri – Yes
    Randy Nyberg – Yes
    Barb Corson – Yes
    Dan McGinn – Yes
    Kelly Hayworth – Yes

The motion carried.

4. Cybersecurity Education and Awareness Training – Request for Design and Implementation Funding ($80,000) – Jeff Franklin, Chief Information Security Officer, ITE.
   We need to take a proactive stance with regard to cybersecurity. This is a web-based security program that will be available to schools, cities, counties, and the public. It provides a consistent message and allows for testing and reporting. Scope analysis has been completed; today's funding request is actually for putting together the content. The program utilizes an open source product called Moodle, which will help keep costs down. Our goal is to establish and be a source for computer security.

   Discussion/Q & A –
   C: There are other sites where you can get good information.
   P: We want a measurable and trackable system. We won't be reinventing content, but presenting it in such a way that learning that takes place. It will be a course module. We will also be able to use the tool for other projects.
   C: It makes use of a backbone system that ITE can use for other online learning and it is designed to facilitate learning and testing, rather than being a static website.
   C: This is a lot to spend when there are so many similar products. We seem to be reinventing the wheel.
   P: My goal is to have a consistent and measurable product.
   C: Once it is developed, how will you maintain it?
   P: Our security office will maintain it.
   C: Will there be any sort of mandatory training for new employees?
   P: The state does have a mandatory training requirement.

Barb Corson moved approval of the funding. Dan McGinn seconded the motion.

A roll call vote was taken, as follows:
   Terri Selberg – No
   Sheila Castaneda – No
   Dawn Ainger – Yes
   Kathleen Richardson – Yes
   Dick Neri – Yes
   Randy Nyberg – No
   Barb Corson – Yes
   Dan McGinn – Yes
   Kelly Hayworth – Yes

The motion carried.

5. IOWAccess Projects and Projections Spreadsheets/Monthly Report – Malcolm Huston.
   It appears that our unobligated funds continue to grow. In July, we will receive another
   appropriation.

   C: What happens to this money after the Council ceases to be?
   P: Legislation doesn't affect the revolving fund, only the Council.
   C: Who will have control of the money?
   P: Unsure, but possibly the DAS director or the CIO.

6. ITE Enterprise Licensing System – Request for Scope Analysis Funding ($35,000) –
   Malcolm Huston.
   About a year ago, the Council approved a request by the Board of Medicine, the Board of
   Nursing, and the Dentistry Board for a licensing product to replace their old licensing system.
   The product they chose is called AMANDA. Other agencies have expressed interest in the
   product and we would like to see a statewide licensing/permitting system put in place. Funds
   being requested today would allow a consultant to come in and look at functional
   requirements, costs, and financing options.

   Dawn Ainger moved approval of the request; Terri Selberg seconded the motion.

   A roll call vote was taken as follows:
      Terri Selberg – Yes
      Sheila Castaneda – Yes
      Dawn Ainger – Yes
      Kathleen Richardson – Yes
      Dick Neri – Yes
      Randy Nyberg – Yes
      Barb Corson – Yes
      Dan McGinn – Yes
      Kelly Hayworth – Yes

The motion carried.

7. Iowa College Student Aid (ICSAC) Portal Administrative Web Application and Enhancements – Request for Scope Analysis Funding ($30,000) – Julie Leeper, ICSAC. In August 2009, the "I Have a Plan" portal went live. It is designed to aid middle school and high school students, parents, college students, adult learners, and job seekers with career exploration and planning, college planning and admission applications, financial aid options, electronic transcripts, and Iowa employment opportunities. In March, there were 88,000 portfolios in place on the website. The site helps students determine their financial eligibility. Since implementation in January, there have been 1490 financial applications.

Today's funding request is for the financial component, to consolidate nine administrative web applications and associated databases, and to make enhancements to the current Wizard/application. This would result in:
- Quick one stop access to award history
- Pre-populated renewal applications
- Refined eligibility criteria
- Early financial aid estimation
- Student information updates in one application

Randy Nyberg moved approval; Dan McGinn seconded the motion.

A roll call vote was taken as follows:
    Terri Selberg – Yes
    Sheila Castaneda – Yes
    Dawn Ainger – Yes
    Kathleen Richardson – Yes
    Dick Neri – Yes
    Randy Nyberg – Yes
    Barb Corson – Yes
    Dan McGinn – Yes
    Kelly Hayworth – Yes

The motion carried.

8. ITE Project Updates – Mark Uhrin, ITE.

Agency	Project Short Name	Status
Department of Public Safety	DPS-Criminal History Online-2-Execution	Customer is testing their production data against the test site to insure correctness. Testing with shopping cart provider. This will be the first project to use the new processing service.

Information Technology Enterprise	ITE-School Alerts Notification System-3-Hosting	251 School Districts enrolled with 28,377 Users. For new school year starting 8/09 we have sent 3,209 notifications. There were 583,847 mailings generated for the new school year. Sioux City latest district to join.
County Real Estate Electronic Government Advisory Commission	LOC-County Real Estate Electronic Government Advisory Committee Web Application-3-Implementation	Application live. Provide support to the customer as requested.
Department of Public Safety	DPS-Iowa Sex Offender Public Registry-3-Implementation	New functionality (pictures plus law enforcement-specific searches) is in Test.
Office of the Governor	IGOV-OpenUp.Iowa-3-Execution	Completed testing with customer. Addressing one issue in prep to move to Production by 3/12.
Veterans Affairs	IDVA-Dynamic Forms-2-Planning	Continue to work with customer. Added cemetery forms at request of customer.
Iowa Child Advocacy Board	ICAB- ICAB Online-3-Execution	Will be code complete by mid-March. Initial testing underway and proceeding smoothly.
Department of Human Rights	DHR- Weatherization Assistance Program-1,2,3 -Development	Waiting for customer to sign final acceptance.
Information Technology Enterprise	DAS-American Recovery and Reinvestment Act(ARRA) Recovery Website	Continue to support the efforts of the state in collecting and reporting the information. State's site was rate in top 20 in recent 3rd party rating.
Information Technology Enterprise	DAS–Transparency: Searchable Budget Database-1-Scope Analysis	No progress.
Iowa College Student Aid Commission	CSAC-College Student Aid Portal–3-Execution	First iteration of application went live in January. Continuing to add functionality (Latest was National Guard 2nd year and Teacher Loan Forgiveness).

Department of Management	DOM-Local Government and Annual Report Database-Expansion to School Districts-1-Scope Analysis	Continuing to work with customer on issues they wish to have addressed.
Department of Admin Services - ISO	DAS-ISO Cybersecurity Education Training site	Completed Scoping phase. Identified open source product as basis for implementation and will be requesting Planning/Implementation funding at March meeting.

9. Wrap Up and Adjourn – Dick Neri, Chair.
   Malcolm will work on rescheduling the next meeting to April rather than May.

   There being no further business, the meeting adjourned at 3:02 p.m.