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Electronic Services System Coordinating Committee

Meeting Summary

February 18, 2009

Participants

Joyce Jensen, Cass County Recorder
Megan Clyman, Davis Co. Deputy Recorder
Denise Meeves, Crawford County Recorder
Deb Winke, Allamakee County Recorder
Joan McCalmant, Linn County Recorder
Liz Kenison, Worth County Recorder

Scott Williams, Marshall County ICIT
Frank Fellmeyer, Iowa Bar Association
Matt White, Iowa Finance Authority
Bill Blue, Iowa Land Title Association
Phil Dunshee, Enterprise MidAmerica
Lisa Long, Iowa Land Records

Welcome

This teleconference meeting was called to order by Chairperson Deb Winke and introductions were made. The January 14th Meeting Summary was reviewed; Liz Kenison made a motion to approve. Joyce Jensen seconded and the motion was approved.

Project Financial Reports

The Finance Subcommittee held a meeting on February 17, 2009 and recommended approval of all January financial reports.

Fund 255

Seven invoices have been submitted for payment from Fund 255—ABC Virtual \$22,510.00, ABC Virtual \$10,100.00, ABC Virtual \$7,512.00, ABC Virtual \$2,295.00, Enterprise MidAmerica \$13,000.00, Enterprise MidAmerica \$20,125.00, Gegner Company PC \$350.00. Joan McCalmant made a motion to approve and Liz Kenison seconded. The motion was approved.

Fund 823

Two invoices have been submitted for payment from Fund 823--- Des Moines County \$4, 834.87 for back scanning and Butler County \$2,000.00 for maintenance fees. Megan Clyman made a motion to approve, Joyce Jensen seconded and the motion was approved.

Financial Reports

The Project Office received the State Treasurer's reports regarding Fund 255 and Fund 823. All accounts have been reconciled and balanced to the reports received from the Treasurer's Office.

Redaction Services Update

The Evaluation Committee has ten members; members received copies of all RFP responses for their review and met on February 11 to discuss. The committee selected four companies to continue in the selection process and will conduct web conference interviews with these companies. Committee members will check references on these four companies as well. The committee hopes to have a recommendation ready for the ESS Committee by the March 11 meeting. The cost estimates received generally fit within the parameters previously estimated.

Metrics

Recording activity for the month of January was at a five year low. This is a result of continuing decreased real estate transactions.

All financials and metrics were reviewed with the Finance Subcommittee on February 17, 2009 and approval was recommended. A motion was made by Joyce Jensen to approve. Denise Meeves seconded and the motion was approved.

Contracts & Agreements

As part of the planning process for the reconfiguration of the ILR System, it will be necessary to secure the equipment required for the new image repository. Hosting services and server equipment and software are also being reviewed. The selection of the redaction services provider could impact the selection of both the hosting vendor and reconfiguration of the ILR System.

The Project Office recommends long term planning for ILR support and development.

Non Disclosure Agreement

Lexington County South Carolina has expressed an interest in learning more about the technical aspects of the ILR System; they are working with the State of South Carolina IT Department and a third party vendor and want to review the technology and code of the ILR System. Prior to this discussion the Project Office suggests a Non-Disclosure Agreement be signed. The agreement would be approved by legal counsel prior to executing it. Joyce Jensen made a motion to approve the agreement, Joan McCalmant seconded and the motion was approved.

Legislative Update

Study bills have been introduced in both the House (Study Bill #157) and the Senate (Study Bill #1212.) Interest continues in the legislation as it continues to work its way through the process.

Declaration of Value Update

Service providers have been asked to provide feedback on handling DOV information coming from counties. The Department of Revenue is still interested in moving forward with this project pending our response.

CREW Update

No new information was reported at this time.

Closing

The meeting was adjourned at 10:40 a.m.

The next meeting is tentatively scheduled for March 11, 2009 at ISAC offices.