

# **Electronic Services System Coordinating Committee**

## **Meeting Summary**

**February 27, 2008**

### **Participants**

Deb Winke, Allamakee County Recorder  
Denise Meeves, Crawford County Recorder  
Liz Kenison, Worth County Recorder  
Sue Vande Kamp, Story County Recorder  
Joyce Jensen, Cass County Recorder  
Megan Clyman, Davis Co. Deputy Recorder  
Scott Williams, Marshall County IT

Marilyn Dopheide, Carroll County Recorder  
Nancy Parrot, Jasper County Recorder  
Phil Dunshee, Enterprise MidAmerica  
Lisa Sinclair, Enterprise MidAmerica

### **Introduction**

ESS Coordinating Committee Members, Iowa County Recorders Association Members and Solutions, Inc. representatives participated in a teleconference on February 20, 2008. Solutions has asked to be compensated \$2,000 for each county they provide indexing services for and \$1,000 for each county they supply imaging work. The purpose of this meeting is to determine the Association's response to the latest Solutions' proposal.

### **Contracts and Agreements**

#### **Solutions Maintenance Agreement**

Before convening, the Participants reviewed the draft document, "Maintenance and Support Agreement / Solutions, Inc. and ICRA / January 1, 2008." This draft is similar, with a few exceptions, to the Tyler agreement. The draft specifies a compensation rate for Solutions of \$2,000 per county, whether for only indexing or for both indexing and imaging services.

A compromise has been written into the draft allowing for the agreement to begin on January 1, 2008, and be in effect through June 30, 2009. This time period allows for an additional quarter of compensation but does not deviate from the rate given to Tyler.

If the Coordinating Committee decides to pay Solutions their asking amount, the Management Office recommends an adjustment for the service providers that have already agreed to the \$2,000 flat rate. It was agreed that compensation should not differ for comparable work.

Solutions services 43 counties and uses an AS400 platform while other service providers use a Windows platform.

Participants discussed the option of foregoing maintenance agreements and paying service providers based on time and materials and the proposed scope of work. Many agreed that agreements help keep counties on the same technical level and are beneficial to the Association at this time. A time and materials plan would require much work by the Management Office and an oversight committee. This situation could require the Solutions counties to forward the \$2,000 to a special account reserved for paying for work completed by Solutions in one of the 43 counties they service.

Liz Kenison moved to deliver the revised draft maintenance agreement to Solutions, Inc. with the following stipulation: the agreement will be effective January 1, 2008 through June 30, 2009. Megan Clyman seconded and the motion was approved.

Members determined the agreement, with cover letter, will be delivered to Solutions by Deb Winke and Joyce Jensen.

The extra quarter compensation will be drawn from the budget and will not be invoiced to the counties. Also, any maintenance performed during the current fiscal year is being treated as a project, not a county, expense.

**Adjournment**

Megan Clyman moved to adjourn the meeting and Denise Meeves seconded. The meeting was adjourned at 10:42 a.m.