

Electronic Services System Coordinating Committee

Meeting Summary

March 19, 2006

Participants

Joyce Jensen, Cass County Recorder
Marilyn Dolpheide, Carroll County Recorder
Colleen Pearce, Cerro Gordo County Recorder
Sue Vande Kamp, Story County Recorder
Dwight Reiland, Wright County Recorder
Judy Cosgrove, Webster County Recorder
Marty Minnick, Calhoun County Recorder
Joan McCalmant, Linn County Recorder
Deb Winke, Allamakee County Recorder
Nancy Parrott, Jasper County Recorder
Tim Brien, Polk County Recorder
Kim Painter, Johnson County Recorder
Janelle Schneider, Adair County Recorder
Cindy Gray, Muscatine County Recorder
Melissa Bird, Keokuk County Deputy Recorder

Scott Williams, Marshall County IT
Tony Colacino, Iowa State Bar Assoc.
Steve Erickson, ABC Virtual
Mitch Tollerud, Scott County ICIT
Jeff Rodda, Polk County ICIT
Phil Dunshee, Enterprise MidAmerica
Terri Selberg, Iowa Land Records

Welcome

Participants were welcomed to the meeting.

Joan McCalmant made a motion to approve the ESS Coordinating Committee February 8, 2006, Meeting Summary. Marty Minnick seconded the motion and it was approved.

Project Financial Reports

Fund 823 Accounts Payable

Sue Vande Kamp moved to approve the Fund 823 Accounts Payable and Colleen Pearce seconded. The motion was approved.

Fund 255 Accounts Payable

The invoices and expenses were explained to the participants. All 255 funds have been transferred to the State Treasurer. Participants were informed that the Association will be required to file a tax return each year. Marty Minnick moved to approve the Fund 255 Accounts Payable. Scott Williams seconded the motion and it was approved.

ILR has submitted an application to join PRIA. The members present concurred with this action.

ILR FY 2005-2006 Proposed Budget Amendment

Committee members were briefed on the proposed changes to the budget. Sue Vande Kamp moved to approve the 2005-2006 Budget Amendments. Joyce Jensen seconded the motion and it was approved.

ILR FY 2006-2007 Budget

The proposed 2006-2007 budget presented to the Committee. Joyce Jensen moved to approve and Colleen Pearce seconded the motion. The motion was approved.

ILR Policy Issues

Proposed operational policies and procedures had been previously distributed via e-mail. There was discussion concerning the proposed policy on uploading information to CLRIS within 48 hours. There was a suggestion to modify the policy to say "indexed within 48 hours and images uploaded ASAP." After a brief discussion, Tony Colacino moved to approve the proposed operational procedures without amendment. Joyce Jensen seconded the motion and it was approved.

ILR Application Development

The Customer Service Administrator/Manager of ILR advised there were more than 80 counties that had gone "live" on the E-Submission Service. The remaining counties will be connected when they are ready. The counties that were fully functional and had completed a "round trip" to the portal numbered 52.

ESS Committee Structure and By Laws

By Laws Subcommittee Update

The committee is in the process of reviewing the draft By Laws.

URPERA eRecording Standards Commission

The committee discussed the need to be the leader on the standards commission referenced in the URPERA model legislation.

ILR Data Integration Update

882 Committee-Update

The update was presented by Scott Williams. Because each county affiliate has their own website, the "fifth portal" would link to these. It is unclear how the 882 committee will fund the design of this new portal.

Legislative Update

The legislative update was provided by Sue Vande Kamp. She advised that the technical bill passed the Senate. There are two Privacy/Confidentiality bills being considered. A draft "Confidential Bill" on returning e-recording funds back to the individual counties was discussed.

ILR Educational Activities

Participants were informed of upcoming conferences and meetings. The location of the service provider retreat has been narrowed down to The Science Center of Iowa or the Botanical Center. Participants in the recent PRIA Conference reported that the event was successful and a great networking opportunity.

Closing

The next meeting of the ESS Coordinating Committee will be April 12th 2006, at ISAC offices from 10am – 2pm.