

Prepared By and Return To: Lisa Long, 5408 NW 88th Street, Suite 120, Johnston, IA 50131
515-309-0140

Electronic Services System Coordinating Committee

Meeting Summary

November 18, 2008

Participants

Joyce Jensen, Cass County Recorder
Megan Clyman, Davis Co. Deputy Recorder
Sue Vande Kamp, Story County Recorder
Denise Meeves, Crawford County Recorder
Deb Winke, Allamakee County Recorder
Sue Meyer, Clayton County Recorder
Joan McCalmant, Linn County Recorder

Liz Kenison, Worth County Recorder
Marilyn Dopheide, Carroll County Recorder
Mike St. Clair, Iowa Land Title Association
Kristie Hirschman, Ombudsman's Office
Ed Cook, Legislative Services Agency
Phil Dunshee, Enterprise MidAmerica
Lisa Long, Iowa Land Records

Welcome

Joyce Jensen, Chairperson, called the meeting to order and introductions were made. This meeting was held during the ISAC Fall School at the Marriott Conference Center in Coralville, IA. Some members and observers participated via teleconference.

Redaction Services

The Coordinating Committee continued the discussion from the November 12, 2008 meeting regarding redaction services. The document "Redaction Assumptions and Guidelines" was reviewed. Two "Redaction and Image Handling Strategies" were described to the Committee.

Both options will provide local systems a redacted TIF image compatible with their local system. At this time, it is not known which option is less expensive.

While reviewing the documents, the following comments were noted:

- Option 1 requires action by individual counties. Concerns were voiced about the varying levels of time and capabilities within individual offices to perform redaction functions.
- Option 2 would require less direct action by individual Recorder's offices.
- Committee members were asked to comment on whether they expected the Iowa Land Records system to serve as a disaster recovery resource for original copies of documents?
- Documents posted on the ILR Portal are what started this discussion; Recorders would like to see the problem resolved at that level.
- The cost of redaction will not be known until the RFP responses are received.
- The current Iowa definition for personal information, social security numbers and account numbers, will be used in the RFP.

Following a thorough discussion, the following motion was made by Joan McCalmant and seconded by Sue Vande Kamp.

"I move that the Iowa Land Records Project Office be directed to prepare a request for proposals for redaction services based on the assumptions and guidelines presented as "Redaction and Image Handling – Option 1." Option 1 provides that the redaction process will be implemented by the Iowa Land Records system, and individual counties will not be required to redact images. Redacted images will be made available to counties if desired."

The motion was approved.

Closing

The next meeting is scheduled December 17, 2008 via teleconference.

Joan McCalmant moved to adjourn the meeting and Sue Vande Kamp seconded. The motion was approved and the meeting was adjourned at 11:13 a.m.