

ESS

Electronic Services System – Coordinating Committee Meeting

Agenda

8711 Windsor Parkway, Suite 2

Johnston, Iowa 50131

February 6, 2020

10:00 A.M. to 2:00 P.M.

- **Welcome and Introductions**
- **November 7, 2019 – ESS Coordinating Committee Meeting Summary – Approval**
- **ESS Election of Officers – Approval**
- **ESS Subcommittee Appointments – Approval**
- **Financial Reports – Approval**
 - **BOA 2019 4th Quarter and YTD Report and Fund 255 FY 2020 YTD Report**
- **2020 Cost Allocation Report – Approval**
- **Accounts Receivable Report – Approval**
- **Assignment of Credits for E-Submission – Approval**
- **BOA Reserve Fund Policy – Approval**
- **Storage Equipment Purchase Authorization – Approval**
- **Key Project Updates**
 - **E-Submission 2.0 Recorders' Interface – Discussion**
 - **Production Update**
 - **Web Design and Content Management Update – Discussion**
 - **Production Update**
- **Governance**
 - **28E Agreement Review – Discussion**
 - **BOA ESS Treasury Management Account – Discussion**
 - **Oasis Employment Agreement – Discussion**
- **Contracts and Agreements**
 - **Denman – CY 2019 Audit Engagement – Approval**
 - **State Agency – Cooperative Agreement Format – Discussion**
- **Policies and Procedures**
 - **Reserve Fund Policy Updates – Approval**
 - **Declaration of Value Project Plan – Discussion**
 - **Recording Fees and Budgets Review – Discussion**
 - **Groundwater Hazard Process Review – Discussion**
 - **SLSI Indexing Work Group – Discussion**
 - **Remote Notarization – Discussion**
 - **Legislative Update – Bob Rafferty**
- **Other Project Updates – Discussion**
 - **PCI and Security Policies**
 - **2020 Spring Campaign Plans**
 - **ILR Deputies Conference – September 23, 2020**

- **PRIA Update**
 - **Document Rejections Paper**
 - **PRIA Bylaws Update**
- **Adjourn - Next Regular Meeting May 7, 2020**