

# ESS

Electronic Services System – Coordinating Committee Meeting

## Agenda

Web Conference Only

May 7, 2020

9:00 A.M to NOON

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- **Welcome and Introductions**
- **February 6, 2020 – ESS Coordinating Committee Meeting Summary – Approval**
- **Financial Reports – Approval**
  - BOA 2020 1st Quarter Reports
  - Fund 255 2020 3<sup>rd</sup> Quarter Reports
  - CY 2019 Audit, 990 Return Status
- **ILR Budget Review and Action – Approval**
  - Revenue Trends
  - BOA CY 2020 Budget Amendment
- **BOA Reserve Fund Allocations – Discussion**
- **BOA Account Modifications – Approval**
- **Contracts and Agreements**
  - Local Service Provider Maintenance Renewals/Invoices - Discussion
  - ILR Staff Compensation Adjustments – Discussion
  - Enterprise Iowa Contract Amendment – Approval
- **Key Project Updates**
  - COVID-19 Response and Mitigation – Discussion
    - Current and New Customer Communications
    - Stakeholder Communications
    - Service Provider Communications
    - Iowa Title Guaranty Communications
    - PRIA Communications
  - E-Submission 2.0 Recorders' Interface – Discussion
    - Production Update
    - Search Survey Results
  - ILR Content Management Update – Discussion
    - Recorder Directory
    - Training Video Quick Clips
  - ILR Operations Update – Discussion
    - COVID-19 Update – Team Work Processes
    - Storage Equipment Installation
    - PCI and Security Policies
- **Governance**
  - 28E Agreement Review – Discussion
- **Policies and Procedures**
  - Remote Notarization
  - Legislative Update – Bob Rafferty
  - Pending Policy Reviews and Projects
- **Adjourn - Next Regular Meeting August 6, 2020**