

MINUTES

ADMINISTRATION COMMITTEE OF THE LEGISLATIVE COUNCIL

September 22, 1992

PRELIMINARY BUSINESS

The Administration Committee of the Legislative Council was called to order at 10:20 a.m. on September 22, 1992, by Vice Chairperson Senator Donald Doyle in Room 22 of the State Capitol Building in Des Moines, Iowa. Those members of the Committee present in addition to Vice Chairperson Doyle were Representative Mike Peterson, Senator Dale Tieden, Representative Wayne McKinney, and Representative Bill Harbor. Upon motion, the minutes of the July 21, 1992, meeting were approved.

MS. DIANE BOLENDER, DIRECTOR, LEGISLATIVE SERVICE BUREAU -- ADMINISTRATIVE CODE COMPUTERIZATION PROJECT UPDATE

Vice Chairperson Doyle recognized Ms. Diane Bolender, Legislative Service Bureau, for an update on the progress of the project to place the Iowa Administrative Code (IAC) and the Iowa Administrative Bulletin (IAB) in electronic format. She directed the attention of the Committee to the memorandum regarding this project included with the materials distributed to the Committee. A copy of this memorandum is on file in the Legislative Service Bureau.

Ms. Bolender briefly described the purpose of the project and indicated the individuals who are involved include herself, John Pollak, Phyllis Barry, Kathy Bates, and Gary Rudicil from the Legislative Service Bureau; Joe Royce, Administrative Rules Review Committee Staff; and Paula Dierenfeld, Administrative Rules Coordinator. She indicated that this committee has selected an independent consultant to develop a "Request for Proposals" for the project, the cost of which is to be paid from funds received from the sale of the electronic Code database, with any remaining balance being paid from the Service Bureau's printing budget. Ms. Bolender informed the Committee that the consultant indicated two possible avenues for computerization of the IAC and IAB. She noted that the option of providing access to the electronic database to the approximately 1,000 state employees who deal directly with administrative rules would cost between \$2 million and \$4 million, while the option of providing the database only to the legislative branch would cost approximately \$250,000. She stated that the consultant is redesigning the project to provide access only to the legislative branch so that it can be determined if the consultant's cost estimate is accurate and whether there are any interested bidders.

In response to a question, Ms. Phyllis Barry, Administrative Code Editor, said that the cost for a complete Administrative Code set is approximately \$1,000, and that many individuals do not need the entire set. Ms. Bolender responded to a second question by stating that the 1993 Iowa Code is more than halfway completed. She stated that the editing is done and text is being entered. She also indicated that the Session Laws have been sent to the printer.

CODE DATABASE CONTRACTS UPDATE

Vice Chairperson Doyle recognized Mr. Mark Johnson, Legislative Service Bureau, for an update on Code database contracts. Mr. Johnson stated that since the last Administration Committee meeting, officials in Wisconsin and Minnesota had been contacted concerning their efforts in producing and selling certain documents on compact disc - read only memory (CD-ROM). He informed the Committee that Wisconsin currently has the Wisconsin Code on CD-ROM and will be adding the Supreme Court Rules, Administrative Code, and Attorney General Opinions in the future. He stated that it was believed that Wisconsin had sold approximately 50 of the initial 75 ordered. He noted that Minnesota received bids ranging from \$13,000 to \$100,000 for converting their Code to CD-ROM and providing search capabilities. He stated that Minnesota has sold less than 100 copies at this time. He then indicated that the Iowa State Bar Association has again indicated its interest in providing the CD-ROM option to its members and is currently conducting a survey of its members to determine the level of interest. He stated that it is anticipated that the results of this survey will be available for presentation to the Administration Committee at the October meeting. Mr. Rich Johnson added that the Michie company currently provides CD-ROM for New Mexico, Utah, Georgia, Virginia, and South Dakota and that another commercial vendor markets CD-ROM for another 15 states .

In response to a question, Mr. Mark Johnson indicated that the Legislative Council is currently in the last year, which includes the 1993 Session, of a contract to sell the Iowa Code database to Mead Data Central and that negotiation of a new agreement should begin during the next session or shortly thereafter.

KRISHNA ENGINEERING CONTRACT UPDATE -- EMERGENCY LIGHTING PROJECT

Mr. Mark Johnson then updated the Committee concerning an overdue billing notice received from Krishna Engineering Consultants for an amount due under a contract with the Legislative Council to develop a proposal for the installation of emergency lighting for the Capitol Building. He directed the Committee's attention to a memo and copy of the bill and statement of services provided for the billing period. A copy of these documents is on file in the Legislative Service Bureau. After Committee discussion, the Committee moved to include in its report that strong support exists on the Committee for the payment of the billing with as little delay as possible.

STATE PRINTING RECORDKEEPING

Vice Chairperson Doyle brought up the issue of the State Printing Office's recordkeeping system and asked whether any information had been received from that office concerning progress on implementing a better system. Ms. Bolender indicated that the Auditor's Office had informed the Service Bureau that better inventory methods needed to be implemented concerning the number of volumes received and disbursed. She indicated that no other contact had been received. Upon motion of Vice Chairperson Doyle, the Committee directed the Legislative Service Bureau to invite the State Superintendent of Printing to the next Committee meeting to present information regarding the Printing Office's efforts to establish a more accurate recordkeeping system with respect to legislative publications including the Code, Administrative Code, and Session Laws. The Committee also directed the Legislative Service Bureau to generate a list of issues to be addressed by the Superintendent concerning all aspects of the printing and distribution process for those publications.

The Administration Committee also directed the Legislative Service Bureau to generate a list of issues and information to be presented to the Committee at the next meeting concerning those sections of the Code which delineate the public offices and public officials that are to receive free copies of various legislative publications. It is the intent of the Administration Committee to review this information for the purpose of determining the necessity of recommending legislation to be considered during the 1993 Regular Session.

ADIJOURNMENT

There being no further business, the Committee adjourned at 10:59 a.m.

Respectfully submitted,

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