

CHAPTER 1  
DESCRIPTION OF ORGANIZATION

Chapter rescission date pursuant to Iowa Code section 17A.7: 1/1/28

**751—1.1(17A,8D) Purpose.** The Iowa telecommunications and technology commission and the Iowa communications network were established by Iowa Code chapter 8D to coordinate communications of state government, effect maximum practical consolidation and joint use of communications services and manage, develop, operate and ensure compatibility of the fiberoptic network.

**751—1.2(17A,8D) Organization.** The commission's structure consists of five commissioners and the state auditor and the chief information officer as ex officio members of the commission. The commission has the sole authority to manage, develop, operate and ensure compatibility of the state communications network. The network is supervised by the commission and operated by the executive director of the network or the executive director's designee. The executive director has rulemaking authority.

[ARC 8924C, IAB 2/19/25, effective 3/26/25]

**751—1.3(17A,8D) Advisory committees.** The commission may establish or dissolve committees and advisory groups from time to time as necessary.

[ARC 9600B, IAB 7/13/11, effective 8/17/11]

**751—1.4(17A,8D) Education telecommunications council.** Rescinded ARC 4983C, IAB 3/11/20, effective 4/15/20.

**751—1.5(17A,8D) Administrative elements.**

**1.5(1) Executive director.** The executive director or the executive director's designee administers the programs and the services of the commission in compliance with the Iowa Code and the rules adopted by the executive director.

**1.5(2) Administrative elements.** In order to carry out the functions of the commission, the agency consists of the divisions as established by the executive director and bureaus within each division as deemed necessary to fulfill the functions of the agency. Additionally, the executive director may from time to time reorganize the agency in order to more efficiently and effectively carry out the functions of the commission. The major functions of the agency include but are not limited to:

- a. Networking and engineering, including network operations, engineering, and project management. The bureau is responsible for all operational aspects of the fiberoptic network.
- b. Facilities, including outside plant and technical assistance.
- c. Financial management, including budgeting, accounts receivable and payable, and internal auditing.
- d. Procurement and contracting.
- e. Business services, including customer sales and customer relations.

[ARC 8924C, IAB 2/19/25, effective 3/26/25]

**751—1.6(17A,8D) Location of offices.**

**1.6(1) Main office.** The main office is located in the Grimes State Office Building, 400 E. 14th Street, Des Moines, Iowa 50319. The telephone number is 515.725.4692. The toll-free number is 1.877.426.4692. The fax number is 515.725.4727. The email address is [ICN.info@iowa.gov](mailto:ICN.info@iowa.gov). The home page Internet address is [icn.iowa.gov](http://icn.iowa.gov).

**1.6(2) Network.** The hub for the network is located in the Joint Forces Headquarters (JFHQ) Army, 6100 N.W. 78th Avenue, Johnston, Iowa 50131.

[ARC 8924C, IAB 2/19/25, effective 3/26/25]

**751—1.7(8D) Business hours.**

**1.7(1) Normal business hours.** The normal business hours of the main office are 8 a.m. to 4:30 p.m., Monday through Friday, except holidays. The Network Operations Center (NOC) operates on a 24-hour, seven-day-a-week basis at the network hub in the JFHQ Armory in Johnston, Iowa.

**1.7(2) Emergency incident reports.** The 24-hour emergency telephone number for reporting cable cuts, system failures or other incidents is 1.800.572.3940 or 515.725.4400.

[ARC 8924C, IAB 2/19/25, effective 3/26/25]

These rules are intended to implement Iowa Code sections 17A.3(1) “a,” 8D.1, 8D.3(3) “b,” 8D.4, 8D.5 and 8D.6.

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