

TITLE II
INFORMATION TECHNOLOGY
CHAPTER 20
INFORMATION TECHNOLOGY GOVERNANCE

11—20.1(81GA,ch90) General provisions.

20.1(1) Establishment. The technology governance board is established within the department of administrative services by 2005 Iowa Acts, chapter 90.

20.1(2) Mission. The mission of the technology governance board is to set priorities for statewide technology investments and initiatives and to assist the department of management and the state's chief information officer in developing a statewide information technology budget. The budget shall reflect the total information technology spending of the executive branch, resulting in better decision making and financial investment performance reporting.

11—20.2(81GA,ch90) Definitions. For the purpose of this chapter, the following definitions apply:

“Agency” or “state agency” means a participating agency as defined in Iowa Code section 8A.201.

“Board” means the technology governance board.

“Department” means the department of administrative services, including the information technology enterprise.

“Director” means the director of the department of administrative services.

“Iowa Access advisory council” means the council established pursuant to Iowa Code section 8A.221.

“Large agency” means a state agency with more than 700 full-time, year-round employees.

“Medium-sized agency” means a state agency with 70 or more full-time, year-round employees, but not more than 700 full-time, year-round employees.

“Small agency” means a state agency with less than 70 full-time, year-round employees.

11—20.3(81GA,ch90) Membership of the board.

20.3(1) Composition. The technology governance board is composed of ten members as follows:

a. The director.

b. The director of the department of management, or the designee of the director of the department of management.

c. Eight members appointed by the governor as follows:

(1) Three representatives from large agencies.

(2) Two representatives from medium-sized agencies.

(3) One representative from a small agency.

(4) Two public members who are knowledgeable and have experience in information technology matters.

d. A director, deputy director, chief financial officer or the equivalent is preferred as an appointed representative for each of the agency categories of membership pursuant to paragraph “c.”

e. Appointments of public members to the board are subject to Iowa Code sections 69.16 and 69.16A governing balance in political affiliation and gender of members of appointed boards.

20.3(2) Length of term. Members appointed to the board pursuant to paragraph 20.3(1) “c” shall serve two-year fixed terms.

a. *Initial member terms.* In order to stagger terms of board members so that one-half of the terms expire each year, four of the eight members appointed by the governor shall serve initial terms of no longer than one year. Designation of which members are appointed to the initial staggered terms shall be at the discretion of the governor.

b. *Agency member terms.* Terms of the agency members appointed pursuant to paragraph 20.3(1) “c” shall expire on April 30 of the last year of the member's term. New terms shall begin on May 1.

c. Public member terms. The public members of the board are subject to Iowa Code section 69.19, requiring senate confirmation and terms that expire on April 30 of the year of term expiration. New terms of the public members shall begin on May 1.

11—20.4(81GA,ch90) Compensation of members.

20.4(1) A member shall be reimbursed for actual and necessary expenses incurred in performance of the member's duties.

20.4(2) Public members appointed by the governor may be eligible to receive compensation as provided in Iowa Code section 7E.6.

11—20.5(8A) Officers of the board. The technology governance board annually shall elect a chairperson and a vice chairperson from among the members of the board, by majority vote, to serve one-year terms.

11—20.6(81GA,ch90) Meetings of the board.

20.6(1) Meetings of the board shall be held at the call of the chairperson or at the request of three members. However, the board shall meet no less than monthly for the one-year period following the appointment of all members.

20.6(2) A majority of the members of the board shall constitute a quorum.

20.6(3) Meetings of the board are subject to the open meetings provisions of Iowa Code section 21.3.

11—20.7(81GA,ch90) Correspondence and communications. The office of the technology governance board is maintained in the office of the department of administrative services. Correspondence and communications to the board shall be directed in care of the Iowa Department of Administrative Services, Information Technology Enterprise, Hoover State Office Building, Level B, Des Moines, Iowa 50319.

11—20.8(81GA,ch90) Powers and duties of the board.

20.8(1) *Spending and savings report.* On an annual basis, the board shall prepare a report to the governor, the department of management, and the general assembly regarding the total spending on technology for the previous fiscal year, the total amount appropriated for the current fiscal year, and an estimate of the amount to be requested for the succeeding fiscal year for all agencies. The report shall include a five-year projection of technology cost savings, an accounting of the level of technology cost savings for the current fiscal year, and a comparison of the level of technology cost savings for the current fiscal year with that of the previous fiscal year. This report shall be filed as soon as possible after the close of a fiscal year, and by no later than the second Monday of January of each year.

20.8(2) *Budget and accounts.* The board shall work with the department of management and the state accounting enterprise of the department, pursuant to Iowa Code section 8A.502, to maintain the relevancy of the central budget and proprietary control accounts of the general fund of the state and special funds to information technology, as those terms are defined in Iowa Code section 8.2.

20.8(3) *Rules.* The board shall develop and approve administrative rules governing the activities of the board to be adopted under the department's name.

20.8(4) *Standards.* In conjunction with the department, the board shall develop and adopt standards with respect to procurement of information technology that shall be applicable to all agencies.

20.8(5) *Service and initiative recommendations.* The board shall make recommendations to the department regarding all of the following:

a. Technology utility services to be implemented by the department or other agencies.

b. Improvements to information technology service levels and modifications to the business continuity plan for information technology operations developed by the department pursuant to Iowa Code section 8A.202 for agencies, and to maximize the value of information technology investments by the state.

c. Information technology initiatives for the executive branch.

20.8(6) Fees for electronic access. The board shall review fee proposals for value-added services from state agencies and other governmental entities that have been recommended to the board by the IOWAccess advisory council. The board shall also perform or cause to have performed periodic audits of approved fees. If at any time the findings from an audit cause the board to reconsider its approval of a fee, the board shall within five business days notify the IOWAccess advisory council and the state agency of its reconsideration of the fee and request the agency to resubmit the adjusted fee to the IOWAccess advisory council for the council's recommendation. In establishing and auditing the fees for value-added services, the board shall consider the reasonable costs of creating and organizing government information into a gateway for one-stop electronic access to government information and transactions, whether federal, state, or local. The board shall submit decisions regarding fees to the department of management and to the legislative services agency.

20.8(7) Advisory groups. The board shall designate advisory groups as appropriate to assist the board in all of the following:

- a. Development and adoption of an executive branch strategic technology plan.
- b. Annual review of technology operating expenses and capital investment budgets of agencies by October 1 for the following fiscal year, and development of technology costs savings projections, accountings, and comparison.
- c. Quarterly review of requested modifications to information technology budgets of agencies due to funding changes.
- d. Review and approval of all requests for proposals having an information technology component prior to issuance for all information technology devices, hardware acquisitions, information technology services, software development projects, and information technology outsourcing for agencies that exceed the greater of a total cost of \$50,000 or a total involvement of 750 agency staff hours.
- e. Development of a plan and process to improve service levels and continuity of business operations, and to maximize the value of information technology investments.
- f. Formation of internal teams to address cost-savings initiatives, including consolidation of information technology and related functions among agencies, as enacted by the technology governance board.
- g. Development of information technology standards.
- h. Development of rules, processes, and procedures for implementation of aggregate purchasing among agencies.

These rules are intended to implement 2005 Iowa Acts, chapter 90.

[Filed 12/29/05, Notice 11/23/05—published 1/18/06, effective 2/22/06]

[Filed 10/12/08, Notice 7/30/08—published 11/5/08, effective 12/10/08]