

**REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL**

December 19, 1991

The Service Committee of the Legislative Council met on December 19, 1991. The meeting was called to order by Senator Joseph J. Welsh, Chairperson, at 10:22 a.m. in Room 22 of the State House, Des Moines, Iowa.

The Service Committee respectfully submits to the Legislative Council the following report and recommendations:

1. The Service Committee received, filed, and recommends that the Legislative Council approve the recommendations contained in the report from the Computer User Policy Direction Subcommittee. A copy of the Computer User Policy Direction Subcommittee Report is attached to this report and is incorporated by this reference.
2. The Service Committee received and filed a personnel report from the Legislative Service Bureau. The Service Committee recommends that the Legislative Council approve the employment of Ms. Gerry Rydell as Publications Assistant in the Administrative Code Division of the Legislative Service Bureau, at grade 21, step 2. Ms. Rydell had worked for the Administrative Code Division in various positions during the legislative interim periods since 1976, and the salary that she will receive in the Publications Assistant position is equivalent to the salary she is presently earning as a temporary proofreader/indexer.
3. The Service Committee received and filed a legal report from the Office of Citizens' Aide/Ombudsman.

The following new session employees were introduced to the members of the Service Committee:

1. Ms. Caroline Powell, Bill Room Clerk, Legislative Service Bureau
2. Ms. Janet Hawkins, Legislative Proofreader, Legislative Service Bureau

Respectfully submitted,

SENATOR JOSEPH J. WELSH
Chairperson

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**REPORT OF THE
COMPUTER USER POLICY
DIRECTION COMMITTEE**

The Computer User Policy Direction Committee met on November 15, 1991, and December 17, 1991, and makes the following report:

A. The Committee recommends making an electronic copy of the Code of Iowa database available on an annual contract basis to the Department of General Services, Information Services Division, for loading on the Information Services Division computer system. The contract would specify the requirements that must be met by the Information Services Division and agencies using the database. The Information Services Division would be required to notify the Legislative Service Bureau of the agencies, and a contact person for each agency, that have been authorized to read, search, convenience print and convenience copy the Code. Material developed from this electronic copy must indicate on each page that the material is an unofficial or draft copy of the Code. The information obtained by an agency from the electronic copy cannot be offered for public distribution or sale in any form without advance written approval of the Director of the Legislative Service Bureau who shall serve a monitoring function for the Legislative Council. An agency shall transmit to the Legislative Service Bureau a copy of printed material developed from the electronic copy and offered for public distribution or sale. Material that is developed from the electronic copy cannot be sold at a cost that exceeds the actual development and printing costs. The electronic version cannot be reissued in an electronic form to any private entity.

B. The Committee received information concerning the status of a project that would allow amendments to be called up on a computer screen within the bills they amend. It is hoped that this project can be implemented by the time the legislative session convenes.

C. The Committee, as the designated steering committee under the Unisys systems services contract, reports that 78 hours of end user assistance and 29.5 hours of no charge assistance have been utilized as of December 13, 1991.

D. The Committee received information concerning the Computer Support Bureau's procedures for supporting both its mainframe and personal computer systems.

E. The Committee discussed receipt of moneys from Mead Data Central for purchase of the Code of Iowa on electronic data base and recommends that any funds received as a result of sale of electronic data bases be retained by the General Assembly and used for computer related purposes. In the case of the funds

received from Mead Data Central, it is recommended that the moneys be used for installation by the Computer Support Bureau of additional data transmission links between the Capitol and the Lucas Building and for the costs related to the project of the Legislative Service Bureau for computerization of the Iowa Administrative Code.

F. The Committee received reports concerning the following computer-related projects:

1. That the Legislative Service Bureau has reached a critical point in its projects to computerize the Administrative Code and will be retaining outside assistance to complete a user and printing needs assessment and to develop specifications to bring the Administrative Code into an electronic format. The Service Bureau will pay for the costs of this assistance from repayment receipts from sale of electronic databases and from its own funds.
2. That the Computer Support Bureau is working on projects to improve the data connections between legislative agencies and the General Assembly's computer resources.

Respectfully submitted,

DENNIS PROUTY
Chairperson

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