

Records Commission, State

MARY JANE ODELL, Des Moines; secretary of state and chairperson
 ADRIAN D. ANDERSON, Des Moines; director, Historical Museum and Archives
 MICHAEL L. FITZGERALD, Des Moines; treasurer of state
 WILLIAM L. KRAHL, Des Moines; comptroller, division director
 CHARLOTTE MUNSON, Des Moines; fiscal officer for Supreme Court administrator
 RICHARD FISH, Des Moines; auditor's office—administrative division deputy
 JACK WALTERS, Des Moines; director, Department of General Services and
 commission secretary

The State Records Commission, established in 1974 under legislation enacted by the 65th General Assembly, is responsible for the management of state records. All executive departments, offices, commissions and boards, with the exception of the Highway Division of the Iowa Department of Transportation and the agencies and institutions under the control of the State Board of Regents, are subject to the policies and provisions of the commission's records management program, as documented in the State Records Management Manual. The Highway Division of the Department of Transportation and the State Board of Regents are required to obtain State Records Commission approval of the administrative rules documenting the respective records management programs of those agencies.

Specific duties of the State Records Commission include the determination of those records of sufficient administrative, legal, fiscal, research or historical value to warrant continued preservation; the determination of those records of no further administrative, legal, fiscal, research or historical value, to be disposed of or destroyed; the establishment of a system for the protection and preservation of records essential for the continuity or re-establishment of governmental function in the event of an emergency arising from enemy action or natural disaster; the approval of the purchase of records storage equipment and supplies by state agencies; and the approval of the purchase of records duplicating or microfilming equipment and supplies by state agencies.

The Records Management Division of the Department of General Services provides administrative support to the State Records Commission. The division reviews records-related systems within the state agencies, and provides to the Records Commission recommendations for changes necessary to assure maximum efficiency and economic use of equipment and procedure. In addition, the Records Management Division functions as a liaison on behalf of the State Records Commission, and implements the directives, policies and decisions of the commission as applied to the state agencies.

Regents, State Board of

Lucas Building, Des Moines 50319

Appointed by governor. Term: six years.

PEG ANDERSON, Bettendorf; term expires 1987
 S.J. BROWNLEE, Emmetsburg; term expires 1985
 PERCY G. HARRIS, Cedar Rapids; term expires 1989
 ANN JORGENSEN, Garrison; term expires 1985
 JOHN C. MC DONALD, Dallas Center; term expires 1987
 JUNE MURPHY, Des Moines; term expires 1987
 ARTHUR A. NEU, Carroll; term expires 1985
 R. WAYNE RICHEY, Des Moines; executive secretary of board

Board Office Staff

R. WAYNE RICHEY, Des Moines, executive secretary
 ROBERT J. BARAK, Ankeny, deputy executive secretary
 ROGER A. MAXWELL, Des Moines, EEO compliance officer
 ROBERT G. McMURRAY, West Des Moines, director of facilities and business management
 LYLE SONNENSCHNEIN, West Des Moines, budget director
 DONALD R. VOLM, Des Moines, Regents Merit System director
 CHARLES K. WRIGHT, Ankeny, Regents Employment Relations director

Institutions governed by Board of Regents

State University of Iowa, Iowa City James O. Freedman, president
 Iowa State University of Science and Technology,
 Ames W. Robert Parks, president
 University of Northern Iowa, Cedar Falls John J. Kamerick, president
 Iowa Braille and Sight Saving School,
 Vinton Richard M. DeMott, superintendent
 Iowa School for the Deaf,
 Council Bluffs C. Joseph Giangreco, superintendent

Revenue, Department of

Hoover State Office Building, Des Moines 50319

GERALD D. BAIR, Ankeny, director

The Iowa Department of Revenue was established on Jan. 1, 1968. The director of revenue, appointed by the governor, is the chief administrative officer of the Department of Revenue and as such assumes all of the powers and responsibilities previously entrusted to the State Tax Commission. In addition, he is empowered to appoint deputy directors.

Also created within the structure of the Department of Revenue is a state Board of Tax Review. The bipartisan board consists of three members appointed for six-year terms, except for first appointees. The state board serves in a review capacity, being empowered to pass upon all actions of the director and affirm, modify, reverse or remand such actions. The board is constituted as a separate tax research commission to aid and advise in the legislative process.

The members of the State Board of Tax Review are:

STEVEN H. JACOBS, Scott County, chair; term expires June 1985
 CYRIL MANDELBAUM, Polk County; term expires June 1983
 RICHARD PEEBLER, Polk County; term expires April 1987

Since Jan. 1, 1968, administration of the following taxes and tax related activities has been performed by the Department of Revenue: collection of individual and corporate income, sales and use, inheritance, insurance premium (deposit of premium only), cigarette and tobacco products, equipment car, real estate transfer, franchise, motor vehicle fuel and chain store taxes. The Department of Revenue has varying degrees of responsibility in the following areas: equalization of property taxation within the state, central assessment of utility and railway property, supervision of local assessment, certification of homestead credits, veterans exemptions and disabled and senior citizens property tax and rent reimbursements. The department is also responsible for issuing gambling licenses and processing required reports from establishments licensed to conduct legal gambling activities.