

**MINUTES OF THE  
INFORMATION TECHNOLOGY COMMISSION**  
Thursday, June 20, 2002 – 1:00 p.m. – Room 129 State Capitol

**Members Present:**

Sen. David H. Steele, Chair  
Rep. Richard M. Siddoway, Chair  
Sen. Karen Hale  
Sen. Scott K. Jenkins  
Rep. Brent H. Goodfellow  
Mr. Daniel J. Becker  
Mr. Joel J. Campbell  
Mr. Ronald L. Fox  
Mr. Stephen W. Fulling  
Ms. Nancy CW Gibbs  
Mr. Robert W. Hood  
Mr. Stephen F. Mecham  
Mr. Jerold G. Oldroyd  
Mr. David A. Packer  
Dr. Phillip Windley  
Dr. Gary S. Wixom

**Members Absent:**

Rep. Paul Ray  
Mr. Cameron V. Francis  
Mr. Peter R. Genereaux  
Mr. Garth Howard  
Dr. Bonnie Morgan

**Staff Present:**

Mr. Richard C. North, Research Analyst  
Ms. Patricia Owen, Associate General Counsel  
Ms. Junie G. Anderson, Legislative Secretary

**Note:** A list of others present and a copy of materials can be found at <http://www.image.le.state.ut.us/imaging/history.asp> or by contacting the commission secretary at 538-1032.

**1. Call to Order**

Chair Siddoway called the meeting to order at 1:06 p.m. Mr. Francis, Mr. Genereaux, Mr. Howard, and Dr. Morgan were excused from the meeting.

**MOTION:** Mr. Fox moved to approve the minutes of the April 25 and May 23, 2002 meetings. The motion passed unanimously, with Ms. Gibbs absent for the vote.

The chairs expressed their appreciation and awarded certificates to commission members Mr. Fox, Mr. Genereaux, and Ms. Gibbs for their work on the Commission, and Ms. Anderson for her work as the commission secretary. The commission members will leave the Commission at the end of June.

**2. Enterprise Architecture: Budgeting for Information Technology**

Mr. Jonathan Ball, Fiscal Analyst, Office of the Legislative Fiscal Analyst, distributed a handout "Budgeting for Information Technology" and discussed the budgeting process for information technology as outlined in the Budgetary Procedures Act and the Information Technology Act.

Ms. Raylene Ireland, Director, DWS (Department of Workforce Services), explained that the DWS is the home of some of the State's most complex and sophisticated information technology systems. She identified some of those systems. Mr. John Nixon, Department Budget Director, DWS, distributed a handout "Department of Workforce Services, Workforce Information Technology Budget/Project

Approval Process, SFY 2004" and discussed the budget process followed by the DWS as outlined in the handout.

Mr. Scott Green, Budget Analyst, Governor's Office of Planning and Budget, distributed the handouts "Information Technology Requests" and "The Budget Process." He gave an overview of the budgeting process, including information technology requests linked to information technology plans, innovation fund grants, and federal funds.

Mr. Ball explained how the Office of the Legislative Fiscal Analyst prioritizes and makes recommendations based on the agencies' budget requests.

Dr. Windley discussed the information technology budget planning and implementation process from the perspective of the Chief Information Officer. He also discussed problems and other issues pertaining to the process.

Mr. Ball followed-up on a question asked by Mr. Hood in the Commission's May meeting regarding the State's payroll system. He stated that the payroll system has the technical capacity to allocate personnel costs to projects. However, he noted that there is no statewide policy for allocating costs to information technology projects exists. As such, no one field in the payroll system has been reserved for information technology project cost allocation across agencies of state government. He also noted that such a policy could be developed in conjunction with the State's current development of a new payroll system.

Commission discussion followed.

### **3. Access to Government Records**

Ms. Owen gave a presentation on the access and management of government records as required in GRAMA (Government Records Access Management Act) and distributed a copy of her presentation "Public Access to Government Records."

Ms. Cherie Willis, Chair, State Records Committee, explained the State Record's Committee's activities under GRAMA. She discussed privacy interests involved if the government allows access to public records for the purpose of mailing lists.

Ms. Annette Call, Legislative Affairs, Salt Lake County Records Office, discussed the need to clarify the law to restrict private businesses making copies of government indexes for commercial mailing lists. She noted that political subdivisions have concerns with their lists being used for criminal purposes and expressed concern that the citizens should be able to trust the government with their personal information. She provided a copy of her comments to the commission secretary for historical purposes.

Ms. LuAnn Adams, Clerk-Recorder, Box Elder County, expressed agreement with Ms. Call's comments and concerns.

Commission discussion followed.

Sen. Steele suggested that proposals for legislation be brought to the Commission for discussion and possible approval in future meetings.

#### **4. E-Rate Program for Rural Schools and Libraries**

Mr. North overviewed the E-Rate Program and how the program works. He also discussed the funding of the program.

Mr. Ball distributed and discussed handouts "E-Rate Discounts in Utah," "Appendix A - E-Rate Discounts for 'priority 1' Services Comparison of Potential to Actual, Year 4 (FY 2001)," "Appendix B - Universal Service Administrative Company, Schools and Libraries Division, Program Description," and "Appendix C - 90% Schools."

Mr. Steve Hess, Executive Director, UEN (Utah Education Network), discussed the UEN's role in the E-Rate Program. He also said that the UEN could be given a larger role in the E-Rate Program.

Mr. Mike Petersen, Director, UEN, gave the presentation "Utah Education Network E-Rate Activities" and distributed copies of the presentation.

Mr. George Brown, Planning and Policy Coordinator, UEN, said other states have not had the Education Technology Initiative funding that Utah has had.

Mr. Richard Lemon, Director of Communications, Davis School District, explained Davis School District's E-rate activities, including the filing process for bundled services and its advantages. He expressed concern over funding that is available to school districts throughout the State but not applied for and received.

Mr. Hess discussed issues related to recovery for bundled services.

Commission discussion followed.

Chair Siddoway noted that the process for requesting e-rate funds for bundled services will be discussed at the August 22 meeting.

#### **5. Other Items / Adjourn**

Chair Siddoway reminded commission members of the Commission's requested attendance at the high technology group meeting scheduled for July 17, 9:00-4:00, in Room 403.

**MOTION:** Ms. Gibbs moved to adjourn the meeting. The motion passed unanimously, with Sen. Jenkins, Mr. Fox, and Mr. Packer absent for the vote. Chair Siddoway adjourned the meeting at 4:31 p.m.