



## IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

Steve Olson, Interim Chair

Timothy L. Lapointe

Robert F. Holz

Krista Wenzel

Matt Behrens, State CIO  
(ex officio)

Rob Sand, State Auditor  
(ex officio)

Randy Goddard, Executive Director

Governor Kim Reynolds

Lt. Governor Adam Gregg

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### Iowa Telecommunications & Technology Commission Grimes State Office Building, 1<sup>st</sup> Floor 400 East 14<sup>th</sup> Street, Des Moines, IA 50319 Meeting Minutes January 23, 2023

#### FINAL

To ensure the most efficient use of State resources, the January 23, 2023 ITTC meeting was held via video conference pursuant to Iowa Code section 21.8. A video conference ensured that more Commissioners, staff, and the public were able to participate in the meeting. The meeting was accessible to members of the public.

#### Roll Call:

##### Commissioners Present

Steve Olson, Interim Chair

Bob Holz, Member

Krista Wenzel, Member

Timothy Lapointe, Member

Matt Behrens, Representing the Office of the Chief Information Officer, Ex-Officio Member

John McCormally, Representing the State of Iowa Auditor, Ex-Officio Member (Joined 10:35 AM)

##### Iowa Communications Network Staff

Randy Goddard, Executive Director

Deb Evans, Chief Financial Officer, Chief of Staff

Scott Pappan, Chief Technology Officer

Mark Johnson, Chief Administrative Officer

Stephanie DeVault, Business Services Bureau Manager

Patrick Kazeze, Facilities/ TAC Bureau Manager

Ryan Mulhall, Network Operations and Engineering Bureau Manager

Mark Dayton, ICN Sales Engineer

Brian Clayton, Purchasing Agent III

Lori Larsen, Executive Officer 2 (Recorder)

##### Guest Attendees

Ray Warner, Aureon

Scott Golberg, FNS

#### Call to Order:

Interim Chair Steve Olson called the meeting to order at 10:30 AM. It was noted that a quorum of members was present for the meeting.

#### Approval of the December 15, 2022 Meeting Minutes:

Interim Chair Steve Olson requested a motion to approve the December 15, 2022 meeting minutes.

Commissioner Holz moved to approve the minutes. Commissioner Wenzel seconded the motion.

The motion passed unanimously.

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### Old Business:

None

### New Business:

### Agency Updates

#### Contracting Update – Deb Evans

- Working on a co-location agreement. We will be moving out of the Merchants Building, it is closing. We are looking at moving into the Financial Center downtown.
- Colocation for Storm Lake has been executed and completed.
- Colocation for Dordt College may be unnecessary.
- Inmate Calling Appeal – There was a hearing held December 15. The Stay was denied. The next step is in March. The new AAG representing ICN on this issue is Brad Horn.
- We completed the Homeland Security CradlePoint contract that allows us to move ahead for our backups for 911.
- Working on other renewals.

#### COMMENTS

None

### Finance Update – Deb Evans

#### Monthly Revenues and Expenses:

The month of December resulted in an operating margin of \$191,370 which is 7% of revenue. This is \$131,947 favorable to the budget which is \$59,423. Revenues were favorable for the month by \$67,584. This was again driven by Outside Plant's (OSP) revenue for the month which was \$229,911. Recovered OSP costs equaled \$159,240. Direct expenses are favorable to the budget by \$12,135. Total allocated indirect expenses are \$52,228 favorable to the budget. Only the operating expenses were unfavorable for the month.

#### Year-to-Date (YTD) Revenues and Expenses:

Through December, we now have an operating margin of \$367,384 which is \$433,679 favorable to the budget of -\$66,295. Revenue is now \$286,048 favorable to budget and direct expenses are favorable to budget by \$301,855. Total allocated expenses are now unfavorable to budget by \$126,952, which is an improvement from November.

#### Comparison to December FY 2022:

The current year operating margin for the month of December is \$406,435 favorable to December FY2022. Revenue is favorable by \$270,384 compared to last December, and direct expenses are \$92,247 favorable. Total allocated expenses are favorable by \$43,804.

#### Year-to-Date Comparison to FY 2022:

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We are \$1.6M favorable through December. This includes revenue being up \$1.1M, direct expenses are \$820,000 favorable and indirect expenses are \$362,000 unfavorable. Overall a good month, we continue to keep revenues up and expenses down, and recovering outside plant costs quickly.

### COMMENTS

None

## Business Services Update – Stephanie DeVault

### General Updates

We have no new customers and no new waivers.

### Healthcare

Six new orders for multiple clinics and hospitals.

### Government

- We have a handful of Iowa DOT upgrades.
- Working with On with Life at their new location in Polk City.
- DNR has a new fiber build and Internet. Health and Human Services (HHS) / Iowa Medicaid Enterprise (IME) has an ACD change.
- Legislature's Internet upgrade.
- HHS Mason City and Dubuque.
- Adding more contact center agents for Department of Human Services (DHS).
- Iowa DOT had an upgrade for their Manchester and Grimes locations.

### Public Safety

- Finalizing Judicial Woodbury County, which will be a fiber build.
- DOC 5<sup>th</sup> and 2<sup>nd</sup> added SIP.
- DPS placed orders for LMR for Clinton, Fayette, Clayton, Muscatine counties.
- Judicial placed a voice order.
- Working on the Governor's School Safety Initiative for their tip line. This line will give access to the public to report non-life threatening concerns.

### Education

- E-rate orders are coming in daily.
- 23 educational orders have been submitted.

### Marketing and Communications

- Our SYBAC meeting was January 10. Guest speaker was a representative from John Deere.
- The 30 Year campaign will be launched on January 23.
- Working on general ICN social media posts plus 30-year posts highlighting our services and article snapshots.

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- FirstNet also highlighted our partnership: When fiber fails, FirstNet connects Iowa's 9-1-1 calls | First Responder Network Authority

### COMMENTS

None

## Network Services Updates

### Network Operations & Security Update – Ryan Mulhall

- Aggregation upgrade is approaching 10% completion. We will continue to work on the amended list and primarily focusing on the Capitol Complex in the Des Moines area. We will be ordering for the additional sites and continue to have spares.
- DDoS Migration: We have installed and powered on the hardware. There is configuration needed with the infrastructure and software. We will be approaching the vendor to finish up the deployment in a month or two. This allows for more redundancy and efficient traffic flow across the State when mitigating attacks on our customers that subscribe to the service.
- Managed Firewall: We continue to migrate customers onto the ICN managed firewall service. We have installed the management software from one of the manufacturers we support and we will install additional hardware.
- Outside Plant: They had 13 new projects open and 2 cable damage events.
- Grants: We will be submitting our Notice of Interest for two projects for the 2023 Homeland Security grant program. For the three projects we currently have funded, we will be receiving equipment for one of them that we will be closing out. An extension was needed for one due to the manufacturer not being able to provide products for almost a year now. We are altering that plan and going with something else.

### COMMENTS

None.

## Administration & Facilities Updates

### Facilities and TAC Update – Patrick Kazeze

#### Facility Update

- Working through a fiber relocation project in Bettendorf.
- Lucas repairs are starting. There are necessary repairs that are needed.
- HVAC project to replace chiller number four at JFHQ has begun.
- CradlePoint install for site number 66 is occurring.
- Paused the relocation of the shelter in Sac City as we work out the electrical piece. The weather is also impacting the project.

#### TAC Update

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- Installing copper cabling to support a video wall at DPS.
- Working on cabling for multiple office and cubicle reconfigurations both on complex and off.
- Camera and Wireless access projects are underway.
- Installing Cat 6 cable and fiber to support a new server cabinet.
- Working to support cameras on complex.

### COMMENTS

None.

## Other Business:

### Legislative Update – Mark Johnson

The legislature is in session. We are tracking several bills, attended a couple of subcommittee meetings, and provided input on those bills. This is more from a policy and drafting perspective than it is an impact on the ICN. Ryan has been on alert to everything being introduced.

Commissioner Lapointe – I saw something in the news about delaying or getting rid of the administrative rules process. When does that likely go into effect and how does that affect us?

Mark Johnson explained the Executive Order that the Governor issued requires all agencies to review their administrative rules. There will be a schedule published from the administrative rules coordinator and what agencies will be first in line and what the plan will be to progress through that. Agencies are to be looking through all of their rules. The intent is to eliminate unnecessary rules. I don't think it will have a major impact on our rules. We will go through and we have some clean up. We don't have a lot of rules that are restrictive in nature.

Commissioner Lapointe referenced a press release that read "we will put a moratorium on additions to the Iowa Administrative Code". Is that the same as what you just said, until departments can review their existing rules?

Mark Johnson said yes. Agencies are asked to not adopt new rules until the review process is done. There is a process to go through if there are rules to be amended or adopted because of legislative direction or any significant rule changes that would need to occur. It would be fairly limited in scope as to what they allow to move forward.

Commissioner Lapointe – You don't see any significant impact on the ICN?

Mark Johnson – I do not. It will be a matter of the time and we will need to commit to review them all.

## ITTC Committee Updates – Staff/Commission

### Personnel Committee – Mark Johnson

The Personnel Committee did not meet in January.

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### Finance Committee – Deb Evans

Meeting Date: January 19, 2023.

Attendance: Commissioner Wenzel, Commissioner Holz, Brian Clayton, and Mike Cruise.

Topics Covered:

- Contracting update.
- Budget-to-actual as presented today.
- Reviewed the cash flow management policy.

### Customer and Services Committee – Stephanie DeVault

Meeting Date: January 11, 2023.

Attendance: Commissioner Olson, Commissioner Lapointe, Mark Dayton, Lori Larsen, Ryan Mulhall, and Stephanie DeVault.

Topics Covered:

- Presented what was listed today.
- Presented upcoming orders.

### Operations Committee – Scott Pappan

Meeting Date: January 12, 2023.

Attendance: Commissioner Wenzel, Commissioner Lapointe, Ryan Mulhall, Lori Larsen, and Scott Pappan.

Topics Covered:

- Network project.
- Aggregation project.
- Phase 2 of the Firewall.
- DDoS platform upgrade.
- Supply chain issues.

### Public Comment:

Commissioner Lapointe commented to Interim Chair Olson that he did a great job running his first meeting. Commissioner Lapointe stated that he appreciates the committee reports with staff in conference calls or by video. The interim calls are working as designed, it keeps us informed and better in touch with staff.

Commissioner Wenzel added that she received a promotion with her company, which she accepted, and will be relocating to Washington DC. I will be resigning from the ITTC. I did notify the Governor's office, and my resignation will occur at the end of March. I want to thank the staff for everything that you have done for the last couple of years. It has been an honor to serve on the ITTC and to get to know the asset the ICN is to the State and everything that the staff is doing to continue to improve the ICN.

- Commissioner Wenzel received thanks and congratulations.



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### **Adjournment:**

The ITTC meeting adjourned at 10:55 AM.

### **ATTESTED TO:**

A handwritten signature in black ink, appearing to read "Steve Olson", is written over a light blue horizontal line.

*Steve Olson – Interim Chair, Iowa Telecommunications and Technology Commission*