



**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 February 26, 2024**

**FINAL**

To ensure the most efficient use of State resources, the February 26, 2024, 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, Chair  
Bob Holz, Member  
Brett Mason, Member  
Carmine Boal, Member  
John McCormally, State of Iowa Auditor, Ex-Officio Member

**Commissioners Absent**

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

**Iowa Communications Network Staff**

Mark Johnson, Interim Executive Director, Chief Administrative Officer  
Scott Pappan, Chief Technical Officer  
Patricia Townsend, Chief Financial Officer  
Mike Cruise, Finance Bureau Manager  
Ryan Mulhall, Network Operations and Engineering Bureau Manager  
Stephanie DeVault, Business Services Bureau Manager  
Patrick Kazeze, Facilities/TAC Bureau Manager  
Brian Clayton, Executive Officer 2  
Mark Dayton, ICN Sales Engineer  
Lori Larsen, Executive Officer 2 (Recorder)

**Guest Attendees**

Jeff Peterzalek, AAG  
Ray Warner, Aureon  
Scott Golberg, FNS

**Call to Order:**

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

## Approval of the January 22, 2024 Meeting Minutes:

Chair Olson requested a motion to approve the January 22, 2024, meeting minutes. Commissioner Holz moved to approve the minutes. Commissioner Mason seconded the motion. The motion passed unanimously.

## Old Business:

None.

## New Business:

## Agency Updates

### Contracting Update – Mike Cruise

- DOT Master Service Agreement & Colocations – A conference call was held on February 12 to go over remaining issues and the DOT has given documents to their legal team for review.
- City of DSM Colocation – We are waiting on DSM legal review.
- Outside Plant (OSP) zone pre-qualifications – All have been offered and waiting on return of contracts.
- Pipedrive – Invoice has been paid and we are still working on long-term payment solution.
- Fiber Management System – ICN has executed a NDA with the vendor.
- Indian Hills Community College, Centerville – no bids received twice, seeking bid from electrician the school normally uses.
- Baker/3E Generator Contract – Renewed for an additional year.
- Storm Lake CSD – Agreement for them to use a short run of ICN duct and we will continue to collocate in their facility.
- Zoom – Working with Zoom and Carahsoft to prepare to offer the product to our customers.

### COMMENTS

None

## Finance Update – Mike Cruise

### Monthly Revenues and Expenses:

The operating margin line shows the month of January resulted in an operating margin of negative \$53,317 which is 2.0% of revenue. This is \$57,038 unfavorable to the budget which is positive \$3,721. Revenues were favorable for the month by \$37,885 led by \$142,000 billed for an MVS IVR for Dept of Revenue. Direct expenses are unfavorable to budget by \$154,410. About half of that (\$77,000) was the expense for the MVS IVR for Dept of Revenue. Total allocated indirect expenses are a combined \$59,487 favorable to budget. Six of the sub-categories are favorable. Payroll was the one that was not, and part of that was the vacation payout for Randy Goddard's retirement.

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

Through January we have an operating margin of \$230,231 which is \$1.1M favorable to the budget which is negative \$844,900. For the second month in a row revenues have improved and we are now \$281,356 unfavorable to budget. Total allocated expenses are \$1.5M favorable to budget. We



are still looking to book the majority of the \$245,000 in expenses for projects added to the budget in September/October.

Comparison to Fiscal Year (FY) 2023:

Comparison to January FY 2023: Revenue is favorable by \$69,000. Direct expenses are \$60,000 unfavorable. Gross margin is favorable by \$9,000. Allocated expenses are a combined \$106,000 unfavorable. Overall we were \$97,000 unfavorable to last January.

Year-to-Date Comparison to FY 2023:

Revenue is unfavorable by \$757,000. Direct expenses are \$117,000 favorable. Gross margin is unfavorable by \$640,000. Allocated expenses are a combined \$459,000 favorable. Overall we are \$181,000 unfavorable comparatively through January FY23.

Other

- We received a quote for one piece of the upgraded billing system and we are waiting on the response for the other pieces.
- Two of the open positions in Finance are now posted with applications due on March 6.

1/3 Update

- State accounting system Iowa Advantage – testing has completed and Go Live! is set for March 18 with a shutdown of March 8 for the current version. We will have 10 days without a state accounting system.

**COMMENTS**

None

**Business Services Update – Steph DeVault**

We had no new customers and no new waivers. For the month of January, we had 174 orders.

**Orders**

DDoS Mitigation	1
DNS	14
Expert Consultation	9
Internet	21
Transport	103
Voice	26

**Customer**

**Number of Orders**

Healthcare	10
Government	123
Public Safety	17



Education K-12	16
Higher Education	8

**Service Updates:**

**Order Highlights**

Healthcare

- Upgrade of service at Horn Memorial and Jefferson County Health Center.

Government

- Three orders for Health and Human Services.
- Iowa Department of Revenue’s ACD/MVS upgrade order.
- Additional tenant to go into 6200 Park Ave that is scheduled to move in the March/April timeframe.
- Finalizing the last tenant that moved in with DIAL. Cleaning up auto attendant and hunt groups.

Public Safety

- DPS orders: Redundant connections for Cedar Falls, Storm Lake, Des Moines, Cedar Rapids, and Ankeny.
- Anamosa project for wiring the prison. We have one of the major buildings completed, and we are continuing to work on the rest. It is anticipated to be completed by the end of the fiscal year.
- Order for Iowa Veterans Home cemetery in Adel. It was previously a DSL connection over a copper connection. As ICN and DOT have been building in conjunction on I80, we are now able to give Iowans the ability to view a live stream of different events and funerals.

Education

- Finalizing e-rate and USAC filings. The ICN has 144 bid opportunities. As of last week, we had filed 46 bids. We should be wrapping up the award process by the end of this month.
- The team is working on renewals for multiyear contracts.
- National Radio Astronomy Observatory – An increase from 200MB to 1GB. Move to 3x10gb connections.

**Marketing and Communications**

- Continue to work with the Peer to Career and SYBAC students.
  - Representatives from Lumen spoke with the Peer to Career trainees on February 12. They discussed their brands, culture, and technician roles and responsibilities.
  - Cheryl Roe with the Driving Safety Research Institute at the University of Iowa spoke with the SYABC students about the Automated Driving Systems project on February 13.
- ICN and Internet2’s Community Anchor Program presented at the virtual Iowa Libraries Online Conference on January 25.
- ICN’s account consultants attended the ITEC’s IT conference on February 16 at Nevada High School.
- Continue to release social media and update the website.
- The team is working towards a new website launch for March 6, which is a month ahead of the original date of April 9.



## COMMENTS

None

## Network Services Updates

### Network Operations & Security Update – Ryan Mulhall

**Aggregation Replacement:** We completed another 4 sites in the aggregation replacement project. In addition to deploying the hardware, we are looking at procuring a larger piece of equipment that we will be able to utilize at some of the larger sites and data centers. This will also allow us to familiarize ourselves with the equipment as we look to deploy this type of hardware in some of the potential sales opportunities.

**DDoS Expansion:** We have fully stood up, implemented, and tested the new additional hardware and software for our DDoS mitigation service. We have successfully cutover the ICN as well as about 25 customers onto the new platform. We will continue with the migration over the next month or two, and will then pivot to lifecycle replacing our current mitigation hardware with appropriation money.

**State Firewall Phase II:** We've identified the next two sites that will be migrated off of the legacy firewall platform and are working with DOM-DoIT and the agencies to schedule the cutovers. We are still waiting on a contract to be signed for one of the agencies that is looking to move to a managed firewall service in lieu of the state firewall.

**Outside Plant:** In January there were 12 new OSP projects opened. This is typical and the same as the 10-year average of 12 projects for January. There was one billable damage on the City of Des Moines Network, that we will work with the City to pursue the contractor that damaged the fiber. There were three estimates, as well. The remainder are typical relocations due to construction, conflict analysis (TBD), splicing work, and locate and protect.

It seems like construction season is ramping up early, but with our vendor pre-qual wrapped up, thanks to Contracting, the OSP team is ready to roll. One great success story I want to touch on is damage that occurred on SE 14<sup>th</sup> St about a year ago. A vandal cut our fiber that crossed a large railroad bridge causing an outage. To restore the service in a timely manner we had to string a cable along the fence. When looking at permanent solutions it was either run new conduit and take years getting all the railroad permitting, build fiber to re-route around the bridge, or work with a partner that already had conduit installed to pull through. A private sector company offered the best path, but was not amenable to letting us pull through. Our OSP Engineer, Chris Harris continued to seek options and the DOT allowed us to pull through the electrical conduit on the bridge. This turned a potentially \$150,000 plus expense for the ICN, City of Des Moines, and Des Moines Schools to around \$20,000 and it was completed last week.

## COMMENTS

- None

## Administration & Facilities Updates

### Facilities and TAC Update – Patrick Kazeze

#### Facilities



- At Indian Hills Community College, we are waiting for an electrical contractor. This is the last core piece to get the migration of ICN's equipment to the new building at this site.
- At Sac City Elementary the electrician has begun work at the site and they are coordinating with MidAmerican Energy to tie into the transformer that was set by our new equipment shelter.
- New Site Move for Waterloo East High School. After educating the school's IT Director about the importance that location is to ICN and the local community, they are giving ICN six years which takes the pressure off and allows us to do some more deliberate planning.
- Site move for Western Iowa Tech Community College in Denison Iowa. The college is growing and will be building an addition to their campus. We are in the way of the intended addition and will need to relocate our point of entry for fiber coming in and move our generator and conditioner condenser. We had a kick off meeting and initial site visit two weeks ago with a follow up meeting coming.

**TAC**

- Cabling projects all across town for multiple State government customers.
- Continue to work with Business Services providing cost estimates for future projects as needed.

**COMMENTS**

None

**Legislative Update – Ryan Mulhall**

The ICN has had a productive legislative session so far. Mark Johnson was invited to present to both the House Economic Growth and Technology Committee and the Senate Technology Committee. Chair Olson was able to join us at both of the presentations as well. Both presentations were well received and there were some great comments from some of the legislators about the value the ICN provides to the State.

The House and Senate are debating bills in their respective chambers after the first funnel date 10 days ago. We are tracking about 21 pieces of legislation that has impact on the ICN or our customers. Two bills passed the House or Senate last week and will make their way to the other chamber for consideration. House File 2359 pertains to Open Meetings and Records, and Senate File 2096 repeals the gender balance requirements for appointive government bodies. The Boards and Commissions bills have not shown up on the debate calendar yet. Mark Johnson and I will continue to keep the Commission apprised as the discussion around the legislation continues.

**COMMENTS**

None

**Other Business:**

**ITTC Committee Updates – Staff/Commission**

**Personnel Committee – Mark Johnson**

There was no personnel meeting for the month of February.

**Finance Committee – Mike Cruise**

Meeting Date: February 19, 2024.

Attendance: Commissioner Sturm, Commissioner Holz, Patricia Townsend, Brian Clayton, and Mike Cruise.

Topics Covered:

- Contracting update.
- FY24 budget-to-actual as presented today.

### **Customer and Services Committee – Steph DeVault**

Meeting Date: February 14, 2024.

Attendance: Commissioner Mason, Commissioner Boal, Stephanie DeVault, Mark Dayton, Ryan Mulhall, and Lori Larsen.

Topics Covered:

- Presented what was listed today.
- Pending projects.

### **Technology/Operations Committee – Ryan Mulhall**

Meeting Date: February 8, 2024.

Attendance: Commissioner Boal, Commissioner Mason, Ryan Mulhall, Patrick Kazeze, Scott Pappan and Lori Larsen.

Topics Covered:

- In-depth about larger site moves run by the Facilities team.

### **Public Comment:**

Chair Olson brought up the date and time of the March 25 ITTC meeting. The time of 10:30 AM conflicts with the Pioneer Lawmakers meeting on March 25, which he is being inducted in. Chair Olson requested an 8:30 AM March 25 ITTC meeting or move the monthly meeting to Tuesday, March 26 at 10:30 AM. The members of the Commission selected to meet on Tuesday, March 26 at 10:30 AM.

### **Adjournment:**

The ITTC meeting adjourned at 11 AM.

### **ATTESTED TO:**



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