

County Real Estate Web Portal Board
February 22, 2008 Minutes
Polk County Administrative Building, Des Moines, Iowa

Voting Members Present

Ken Kline, Chair
Holly Fokkena
Diane Swoboda Peterson
Deb Roberts
LaRayne Riccadonna
Kathy Croker
Mike Grandon
Peggy Weitzl

Representing

ISACA, Auditors' Affiliate, (Cerro Gordo County)
ISACA, Auditors' Affiliate, (Butler County)
ICRA, Recorders' Affiliate, (Woodbury County)
ICRA, Recorders' Affiliate, (Floyd County)
ISAA, Assessors' Affiliate, (Polk County)
ISAA, Assessors' Affiliate (Buena Vista County)
ISCTA, Treasurers' Affiliate, (Cerro Gordo County)
ISCTA, Treasurers' Affiliate, (Carroll County)

Advisory Members Present

Mary Maloney Iowa Tax & Tags, (Polk County Treasurer)
Scott Williams ICIT, (Marshall County)

Education/Outreach Committee Members Present

Darrell Bauman ISCTA, Treasurers' Affiliate, (Dallas County)
LaRayne Riccadonna ISAA, Assessors' Affiliate, (Polk County)
Mary Maloney Iowa Tax & Tags, (Polk County Treasurer)

Guests Present

Michael Tutty DAS-ITE
Deb McDaniel DAS-ITE
Scott LaBlanc Iowa Interactive
Eric Gerling Iowa Interactive
Don Wilson ABC Virtual
Marc Carr ABC Virtual
Dave Ellis ISAA, Assessors' Affiliate, (Warren County)
Tami McFarland ISAA, Assessors' Affiliate, (Black Hawk County)
Kellie Phelps ISCTA, Treasurers' Affiliate, (Polk County)
Julie Haggerty ICRA, Recorders' Affiliate, (Polk County)
Jeff Rodda ISACA, Auditors' Affiliate (Polk County)
Ron Carzoli ISACA, Auditors' Affiliate (Polk County)

The meeting of the County Real Estate Web Portal Board of Directors (CREW Board) was called to order at 10:00 a.m. by Ken Kline.

Designation of Voting Members:

Auditors:	Ken Kline	Holly Fokkena
Recorders:	Diane Swoboda Peterson	Deb Roberts

Treasurers:	Mike Grandon	Peggy Weitzl
Assessors:	LaRayne Riccadonna	Kathy Croker

It was moved by Grandon, seconded by Croker to approve Agenda. Motion carried.

It was moved by Swoboda Peterson, seconded by Riccadonna, to approve the minutes of the January 16, 2008 CREW Board meeting. Motion carried.

It was moved by Roberts, seconded by Grandon, to approve the Treasurer's Report, with a current balance of \$23,685.81, as presented by Fokkena. Motion carried.

Members of the Education/Outreach Committee presented their recommended LOGO and requested approval by the CREW Board members. They also requested clarification on the exact URL being used. It was moved by Weitzl, seconded by Riccadonna to approve the LOGO as submitted by the Education/Outreach Committee, with a modification of the URL to CREW.Iowa.gov. Motion carried. The Education/Outreach Committee was also asked to request the LOGO from the vendor in two formats; one with the URL and one without.

Maloney further reported that letterhead would be developed and a power point presentation would be developed to be ready for use in presentations in early March. Kline inquired as to whether any additional groups had been identified to present to. The committee members indicated that a list was being developed, but no contacts had been made to date.

Members of the Site Testing Committee reported. Ellis reported that limited updating had been accomplished due to illness of the programmer. The Assessor data is experiencing issues due to unknown causes. Similar problems were also reported in other affiliate data. Additional testing will be necessary ASAP.

It was reported that the following are sending data:

Treasurers	99
Auditor	84
Assessors	60, plus

Ellis also reported concerns regarding parcel number standardization. Eric Gerling, Iowa Interactive, reported that presently a search of one parcel can produce two or more results due to inconsistent formatting of parcel numbers. It is yet to be determined whether the CREW site can remedy this or if individual affiliates will have to correct it. Kline reported that he recollected that the issue needed to be resolved at the affiliate level and that the CREW portal was build to be "dumb." It was also questioned whether the site is going to the third level in the search if the first two levels are null. DAS-ITE will follow up on that issue.

The question was raised – “how smart should the portal be?” The intent is that the portal will present only what is sent to it. The portal was not built to massage data, due mainly to cost constraints.

Discussion ensued regarding “parsing” of data on the portal; parcel numbers with or without punctuation; names entered in different formats, etc. Tutty reported that no “parsing” would be performed at the portal and would need to be addressed at the affiliate level.

Swoboda Peterson questioned whether the affiliates had been asked to standardize data. Kline indicated that they had not, but personally he felt that it would be addressed in the future by this committee.

Kline requested updates from the affiliates:

Recorders – Kline inquired as to the status of the integration of their data in anticipation of his presentation to the legislature. Roberts and Swoboda Peterson indicated they had been in contact with Phil Dunshee, Recorders’ Website Project Manager, Jared Baker and Michael Tutty. A joint meeting needs to be held to discuss proceeding with the creation of an external search function and ultimately move the service to ABC Virtual for a more extensive service. Tutty indicated that the Recorders Affiliate needs to determine the level of effort they are willing to put into this project. Roberts and Swoboda Peterson indicated that it is the Recorders priority to fully integrate the data as soon as possible. Kline clarified that the site would go live without the Recorders’ integrated data.

Assessors – no comment

Treasurers – no comment

Auditors – Linn and Palo Alto will be sending data

Kline indicated that the next meeting of the CREW Board would be Wednesday, March 26, 2008 at 10:00 a.m. Location to be announced.

There being no further business appearing before the Board, the Chair declared the meeting adjourned at 11:30 a.m.

Respectfully submitted,

Holly A. Fokkena
Secretary-Treasurer