

County Real Estate Web Portal Board
May 2, 2008 Minutes
ISAC Office, Des Moines, Iowa

Voting Members Present

Ken Kline, Chair
Holly Fokkena
Diane Swoboda Peterson
Deb Roberts
LaRayne Riccadonna
Tami McFarland
Mike Grandon
Darrell Bauman

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 (Black Hawk County)
ISCTA, Treasurers' Affiliate, (Cerro Gordo County)
ISCTA, Treasurers' Affiliate, (Dallas County)

Advisory Members Present

Mary Maloney Iowa Tax & Tags, (Polk County Treasurer)
Matt Boeck ICIT, (Story 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)
Marsha Carter ISACA, Auditors' Affiliate (Shelby County)

Guests Present

Michael Tutty DAS-ITE
Scott LaBlanc Iowa Interactive
Phil Dunshee Iowa County Recorders Association

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

Designation of Voting Members:

Auditors:	Ken Kline	Holly Fokkena
Recorders:	Diane Swoboda Peterson	Deb Roberts
Treasurers:	Mike Grandon	Darrell Bauman
Assessors:	LaRayne Riccadonna	Tami McFarland

It was moved by McFarland, seconded by Grandon to approve the minutes of the March 26, 2008 CREW Board meeting, as well as the Treasurer's Report showing a current balance of \$22,491.03. Motion carried.

The Treasurer requested authority to pay 2 claims (ISAC for \$71.12 and ISACA for \$177.20). It was moved by Grandon, seconded by Riccadonna, to approve said claims and authorize payment. Motion carried.

A discussion of each affiliate's responses to the proposed Business Rules of the March 26, 2008 meeting ensued:

- Kline reported on a conversation between Iowa Interactive and Iowa Tax & Tags and the Auditors concerning Rule No. 1. He indicated that the parsing of names would be a large undertaking for the two entities and that it was not something that could be dealt with at this time. He further reported that neither entity had any issues with any of the other Rules. He also indicated that the issue's concerning parcel number parsing in the Auditors' data has been resolved by Iowa Interactive.
- Grandon reported that ICTEA would also have concerns with Rule No. 1.
- Riccadonna reported that the Assessor found all the Rules to be workable.
- The Business Rules do not apply to the Recorders at this time.

Tutty indicated the Rule No. 1 is not necessarily critical due to the flexibility in the wildcard search in Rule No. 4. After discussion, it was suggested that a secondary field could be added to the name search in order to narrow the results. (Example: Field One - wildcard<first name> wildcard. Field Two - wildcard<last name>wildcard.

The issue of "screen scraping" was discussed. Kline reported that it had come to his attention that there are ways to prevent the practice. LaBlanc stated that there are several ways to limit the activity, one of which is to monitor the IP addresses that spend an unusual amount of time on the site. Those, once identified, could be blocked. This would more than likely result in the user contacting the site to request the ability to purchase the data. He indicated that there are also programs available to limit the practice.

Dunshee stated that Iowa Land Records (Recorders) chose to contact the violators, once identified, and come to a resolution on how the user could obtain the data. Their site currently requires user sign-in and password and they do monitor it for abuse. He reminded the group that the practice cannot always be eliminated, but they have been able to work it out with most users so that the data could be provided at a reasonable cost to the user.

It was agreed that a Policy Statement regarding what constitutes private vs. business uses would be developed. Kline, Tutty and Fokkena to develop said Policy Statement and bring it back to the full committee for review and comment at the June meeting.

An in-depth review of the proposed Business Rules was held. Revised Rules are attached.

Carter reported on the activities of the Education/Outreach Committee. The committee is presently waiting for the "go live" date. She presented a new Stakeholder List and a proposed Press Release. Kline is to flesh out the proposed Press Release.

In reporting on the status of the Recorders' data being integrated into the Portal, Tutty explained that their data is organized differently than that of the other affiliates. (i.e. parcel number vs. document number) He indicated that once the detailed parcel search of the Assessor, Auditor, and Treasurer web services is completed, but prior to its display on the consolidated page, the Portal will conduct a separate search of the Recorders' web service on any document reference number returned from the Auditor or Assessor. The Recorders' service will then return an image of the document, if a match is found, that will be shown in the form of a link on the consolidated page, and that can be opened by a user. If the user wishes further review or research, they could log into Iowa Land Records, where the user could obtain all associated documents. It was determined that additions were necessary from the CREW search screen to include "Roll/Book" and "Image/Page."

Kline indicated that the next meeting of the CREW Board would be Wednesday, June 18, 2008 at 10:00 a.m. at the ISAC offices in Des Moines, Iowa.

There being no further business appearing before the Board, the Chair declared the meeting adjourned.

Respectfully submitted,

Holly A. Fokkena
Secretary-Treasurer

BUSINESS RULES

As adopted 3/26/08, and amended 5/2/08

1. Name Order
<First Name> <Last Name> two separate fields
Wildcard at beginning and end of both
2. Casing
CREW search will be case insensitive
(Each affiliate will have to allow for case insensitive search at their level)
3. Punctuation, Suffixes, Other Extra Marks
Hyphen becomes a space
Remove everything that is not an alpha or numeric character
4. Partial Matching
More than 3 characters (Contains search) Wildcard at beginning and end
Less than 4 characters (Begins with search) Wildcard at end
Remove everything that is not an alpha character
5. Street Name
More than 3 characters (Contains search) Wildcard at beginning and end
Less than 4 characters (Begins with search) Wildcard at end
Remove everything that is not an alpha character
House Number
Exact with no wildcards