

# ESS

Electronic Services System – Coordinating Committee Meeting

## Agenda

### Teleconference

June 26, 2019  
10:00 A.M.

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- **Welcome and Introductions**
- **May 9, 2019 – ESS Coordinating Committee Meeting Summary – Approval**
- **Contracts and Agreements**
  - **External Submitter Agreement Renewals – Approval**
    - eRecording Partners
    - Indecomm
    - Department of Transportation
  - **Content Management and Web Development Agreement – Approval**
    - Web Spec Design
  - **ILR Staff Compensation Adjustments – Approval**
  - **Enterprise Iowa MOU Amendment – Approval**
  - **Enterprise Iowa Contract Amendment – Approval**
  - **Software Development and Equipment Maintenance Fund Expenditure Authorization – Approval**
- **Policies and Procedures**
  - **POS Surcharge Adjustment – Approval**
- **Other Project Updates**
  - **IRS Safeguard Update**
  - **Authorization to Purge Archived DOR Submissions – Approval**
  - **Document Retention and Destruction Policy – Approval**
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- **Key Project Updates**
  - **E-Submission 2.0 Recorders' Interface – Testing and Production**
- **Adjourn - Next Regular Meeting August 8, 2019**

Individuals who wish to monitor the conference call may do so at the offices of Enterprise Iowa, 8711 Windsor Parkway, Suite 2, Johnston, IA 50131.