

Access Idaho Steering Committee

Subcommittee of the Idaho Technology Authority (ITA)

Approved Meeting Minutes

Thursday, August 26, 2021, 1:30 pm MST

Webex link (with video): <https://idahogov.webex.com/meet/mary.bir>

Teleconference (audio) only/dial-in: Toll-free phone: 1-833-695-0549 / Access Code: 133 062 4021 #
11331 W Chinden Blvd. B201, Boise, ID 83714

ATTENDANCE

- ROBERT BUTLER, Office of Information Technology Services
- DAVE TOLMAN, Idaho Transportation Department
- LISA HETTINGER, Department of Health & Welfare
- BRIGETTE TEETS, Office of Information Technology Services
- RICH STECKLER, Access Idaho
- ASHLY EICKMEIER, Access Idaho
- MARY FRANCES COFFMAN, Office of Information Technology Services

WELCOME

Chairman Butler called the meeting to order at 1:33 pm MST. A quorum was established.

MINUTES

MOTION: Mr. Tolman moved, and Mr. Butler seconded a motion to approve the minutes of the July 29, 2021, Meeting, as written; the motion passed unanimously.

REPORTS FROM ACCESS IDAHO

Rich Steckler, Access Idaho, gave a brief update.

- Prompt Pay for Petroleum Storage Tank Fund
- PayPort for Petroleum Storage Tank Fund

Ashly Eickmeier, Access Idaho, gave an update on website projects Access Idaho has been working on:

- Idaho Department of Water Resources Website Conversion
- Department of Insurance
- Tax Commission (Initial meeting and scoping begun)
- Governor's Office (mid-September release)
- Upcoming - Correctional Industries
- Upcoming - Division of Financial Management migration

REVIEW OF SERVICE LEVEL AGREEMENT(S)

The following SLA's were reviewed:

- Idaho Department of Water Resources – Addendum E
 - Pending signature from agency
- Idaho Department of Water Resources – Addendum F
 - Pending signature from agency
- State Insurance Fund Idaho Petroleum Storage Tank Fund – SLA/ Addendum A
 - “State Insurance Fund Idaho Petroleum Storage Tank Fund” replaced with “Idaho Petroleum Clean Water Trust Fund”
- State Insurance Fund Idaho Petroleum Storage Tank Fund – Addendum B
 - “State Insurance Fund Idaho Petroleum Storage Tank Fund” replaced with “Idaho Petroleum Clean Water Trust Fund”

MOTION: Mr. Tolman moved, and Mr. Butler seconded a motion to approve the Idaho Department of Water Resources – Addendum E and Addendum F, Idaho Petroleum Clean Water Trust Fund – SLA, Addendum A, and Addendum B, as written; the motion passed unanimously

ADJOURNMENT

MOTION: Ms. Hettinger moved, and Mr. Tolman seconded a motion to adjourn. Meeting was adjourned at 1:57pm. The next meeting date is scheduled for September 23, 2021.

Handwritten signature of Mary Frances Coffman in cursive script.

Mary Frances Coffman, Office of IT Services