

TRANSPARENCY BOARD MEETING MINUTES
July 28, 2008

Board Attendance:

Fiscal Analyst-Jonathan Ball (Chair)
Representative Ken Sumsion
Judicial Council-Myron March

Phil Jeffrey-Governors Office of Planning and Budget
Stephen Fletcher-DTS
John Reidhead-Director of Finance

Absent:

Senator Wayne Niederhauser
John Nixon (Vice Chair)

1. **Welcome:**

Jonathan Ball- Welcomed everyone to the meeting. He asked someone to make a motion to review the minutes.

Stephen Fletcher- Found an error on the first page, his name had been spelled wrong. Jonathan Ball's name was also spelled wrong.

With these changes Stephen Fletcher moved to approve the minutes with the corrections. The minutes were then voted on and approved.

2. **Data Structure:**

Jonathan Ball- The Division of Finance has put together another proposal to be presented to the Board.

At the last meeting there was a lengthy discussion about the data structure. It was agreed upon that the Division of Finance would develop another proposal and bring it back and present it to the Board.

Brenda Lee- Gave a handout that showed the proposed data structure.

John Reidhead- We started working with Utah Interactive; they have a contract with the state. We've been working to get a refined record layout and get an estimate from them about the cost.

John pointed out how important it was to have some flexibility. They did have to add several fields to the record layout.

The second two pages in the handout is the reference table information. That information would have to be populated from the participants that would send their data in to be on the website, we would have to have reference tables to make this work. The handout follows what was discussed at the last meeting. There was a debate over the category levels, it was decided on four levels but as the work progressed it was decided to go ahead and put five levels in and possibly more.

Stephen Fletcher- If you needed to add more levels when would you do it?

John Reidhead- We would have to add the levels before we start any real work on the project.

Brenda Lee- Utah Interactive did not recommend an open amount of levels because that would slow the website down.

Stephen Fletcher- How difficult would it be to accommodate 6 levels or 7 levels?

Brenda Lee- Said that 10 levels would meet most entities needs. Ten levels would allow for growth.

Jonathan Ball- What he understands is that the data base would accommodate at least five organization levels, and at least five category levels with the flexibility of additional levels if needed.

Rep. Sumsion- Ten levels would get us what we need. He doesn't see any harm in adding the five levels to make ten levels up front; it is easier that trying to take levels away later.

Myron March- Wanted to walk through the five levels and how they would relate to state agencies.

1. State
2. Branch of State Government
3. Dept.
4. Line Item
5. Appropriation Unit

John Reidhead- Would like to add a Fund level. We will also have to build a reference table for every entity that isn't on the FINET system.

Representative Sumsion- Made a motion to approve the draft adding the organization levels to 10 and allowing the Division of Finance flexibility to make changes as they see necessary as they go forward collecting the data.

Stephen Fletcher- Seconded the motion. It passed unanimously.

3. **Other Issues:**

Funding:

Jonathan Ball- Legislature appropriated \$125,000.00 one time.

John Reidhead- Utah Interactive estimated \$192,000.00 one time with \$38,000.00 on going with this data structure, with 2360 hrs to do the work. It is more than what was funded, but is about the same amount it would take for the Division of Finance to internally build the website. Utah Interactive's rate was reasonable. The state has a contract in place with them already.

Representative Sumsion- Questioned what the approximate 2300 hrs included, and if the cost would include a server.

John Reidhead-We looked at a lot of other states sites, and included in the 2360 hrs. would be used to build queries like those other sites. If we go with Utah Interactive they would host the data on their equipment. If we were to do this internally, part of the cost would be to buy separate equipment, because we do not want to store this on any of our equipment that has private data on it. If UI hosts it, we won't send them any private data.

Stephen Fletcher- These would be pre-defined queries. They would be pre-defined reports.

Stephen does not think the costs have be adequately addressed as far as the ongoing maintenance, as you get more sources of data coming into the system, it will require more operational costs.

John Reidhead- Any subsidy for Finance to pay UI will have to come out of DTS funds available under their UI contract. The agencies would have to bear their costs of submitting data on their own. As far as Utah Interactive, the Division of Finance anticipates it would pick up the full cost above the \$125,000.00 from their budget.

Jonathan Ball- We will have to address and clarify what is taxpayer money.

John Reidhead- On line 141 of the Bill it says that the public website shall permit Utah taxpayers to view, understand and track taxpayer dollars. And then on another section of the bill it gives the Board the power to determine the public information that will be on the website. On lines 189 through 195 it states that those records need to be classified under GRAMA to be public, and also says they are to be an accounting of monies, funds, accounts, bonds, loans,

expenditures, revenues, regardless of the source. John feels that our attorney Mr. Tonks will need to look at this and interpret it for us.

Jonathan Ball- That could be something on a future agenda. That will be an important issue when we populate the data base.

Next Actions:

Stephen Fletcher- What are the next actions that we want reported on for the next meeting? Finance will have a lot of work done and they will report on their progress.

Jonathan Ball- It would be good to have a progress report on the data base, and securing contracts. Also, find out what is taxpayer money, and privacy issues. We need to identify all the areas that we need to be aware of to protect private citizens, state employees, and Higher Ed.

John Reidhead- We will have some discussions with Higher Ed. to know what their status is and have them report back on their progress.

Jonathan Ball- Next Meeting: Sept. 22, 2008 at 8:00 a.m.

Meeting Adjourned