

ESS

Electronic Services System – Coordinating Committee Meeting

Agenda

Hybrid Meeting and Web Conference

8711 Windsor Parkway, Suite 2 Johnston, Iowa

February 19, 2026

10:00 A.M. to 2:00 P.M.

- **Welcome and Introductions**
- **ESS Coordinating Committee Meeting Summaries – Approval**
 - **January 13, 2026**
- **Financial Reports**
 - **BT 2025 4th Quarter and YTD Reports – Approval**
 - **2025 Software Asset Report – Approval**
- **CY 2026 Budget Amendment – Approval**
- **Contracts and Agreements**
 - **Audit Engagement – Denman – Approval**
 - **ESS Employee Manual Update – Approval**
 - **Notification System RFQ – Approval**
 - **ESS Director Search – Approval**
 - **Office Space Relocation – Approval**
- **Legislative Update**
 - **Recorder Governance**
 - **Fee Policy Options**
 - **FinCEN Residential Reporting Rule**
- **Policies and Procedures**
 - **Finance Procedures – Chapter 1 – Approval**
- **Project Updates**
 - **Software Developer Onboarding**
 - **WordPress Updates**
 - **Cost Sharing Credits and Maintenance Invoices**
 - **CESAPI and CUAPI Update**
 - **POS Update**
 - **Linux OS Migration**
- **Adjourn**
- **Special Meeting – March 11, 2026**
- **Next Regular Meeting May 14, 2026**