

Information Organization, Usability, Currency & Accessibility (IOUCA)

Date: January 23, 2006

Time: 9:00 – 11:00 a.m.

Location: LC II, Room 340

Attendees:

Linda Aguilar, David Golden, Joni Ogata, Claudina Nevis, Jen Harper, Pam Licon, Patrick Johnson, Neal Albritton, Ed Echeverria, Donna Freeman, John Quijada, Anamarie Malone, Kris Ogilvie, Linda Springer, Morris Weisbart, Frank Montez, John Jewell

Previous Weeks Minutes

Kris Ogilvie

Minutes approved with one change (Due changed to do)

Early Adopters Workshop

Working Group

Early Adopters Workshop was webcast and is available on the eServices website. People attending thought it worthwhile and well done. John Q. mentioned that DMV's new site will be unveiled on January 25, 2007.

There was some discussion of the new State Service Center and some accessibility issues. Neil agreed to contact the eServices Office to discuss the issues with them. (Note – most of the changes were made). There was some discussion of how to let others such as local government, universities, other state governments, organizations, that link to the old know URL that the new URL is now www.ca.gov. It was understood that there is an instant re-direct at present, but it was suggested that a page that alerted those who had the old URL bookmarked that they should update their bookmarks.

PRP Update

Kris for Keith Mitsuyasu

The new State Service Center is live! The group thought it would be beneficial to continue having a PRP representative come to the meetings as new topics, such as incorporating usability into porlets, for discussion arise.

Non-state employee use of IT Forum

Kris Ogilvie

Questions arose about the difference between the Webdev forum and the IT forum and where the IOUCA topics would best be housed. On the IT forum, the group also discussed that those wanting to discuss content haven't been as engaged as those with a more "techie" bent. John Q. noted that it was important to jump start the topics and see what headings come out of the threads that are created. It was noted that both forums need further marketing. Consideration will be given to cooperative development of a single forum with divisions for both "techies" and content developers. For now the IT forum will continue to be linked off the State CIO's site.

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- Action Item: Kris and John J. will look into where it would be best to house the IOUCA topics.

The question of whether contract employees and vendors should have access to and participate in the IT forum was discussed. It was decided that vendors may be able to have access, but not comment. The group was leaning towards allowing contract employees to have access and participate in the discussions.

- Action Item: John Q. and Jen H. will work on the language and set up to allow or not allow non-state employees access and/or participation in the forum.

Work Groups and Assignments

Kris Ogilvie

There was discussion about the role and responsibilities of the IOUCA in relation to the eServices office. The group felt it would be helpful to get some clarification on which team is responsible for recommendations for standards, guidelines and policies so that the teams are not duplicating each others' efforts. In addition, a question was raised as to who is the recipient of IOUCA products and to whom the group reports. It was suggested that IOUCA may be the best place for researching issues and making recommendations and possibly acting as a source for agencies and departments to come to for assistance and to ask questions.

We need to refresh workgroups and assignments. It was suggested that we do a gap analysis between what we already have, what is in the webmasters' toolbox, and what Clark assigned to us.

Action Items:

- John and Kris will talk with the eServices team and with the State CIO's Office to get a clearer understanding of roles and responsibilities.

Perform gap analysis on current recommendations:

- Content – Debbie, Pam, Jen, Bill, Ed – Update 2/05/07
- Findability – Anamarie, Neal – Update 2/05/07
- Usability – Donna, Kris, Brenda, Linda – Update 2/05/07
- Technical Requirements – Patrick, John Q., Steve B, Morris – Update 2/05/07

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Next Meeting

Kris Ogilvie

Next IOUCA Meeting: Small Group meeting: January 30, 2007
Library & Courts II, 900 N Street, Room 340/301/302
9:00 – 11:00 AM

Next Full Group meeting: February 6, 2007
Place to be determined
9:00 – 11:00 AM