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March 10, 2016

TO: Chairman Mark Owens and Members of the Information Technology Committee

FR: Al Jaeger, Secretary of State

RE: Secretary of State Data Processing System = Central Indexing System

On December 2, 2015, as authorized by House Bill 1330, chapter 372 of the 2015 Session Laws, which amended section 50 of chapter 257 of the 2013 Session Laws (HB 1136), I certified that the information technology components of the electronic filing system known as the Central Indexing System (CIS) were ready for implementation.

That notification to Senator Holmberg, Chairman of the Legislative Management Committee, was the ninety day notice to implement the applicable provisions in 2013 HB 1136, sections 1 through 27 and sections 29 through 47 to be shown as effective in the North Dakota Century Code on March 1, 2016.

The law requires that all lien notices for the CIS must be filed electronically, which can be done 24/7 with no limit on the amount of collateral that can be entered. These notices include Uniform Commercial Code (UCC) filings, security interests in crops and livestock, and state and federal tax liens.

Attached to this testimony is the schedule from the date the Executive Steering Committee approved the issuing of the RFP to the go live date.

After the previous mainframe system was closed to users on February 23, approximately 325,000 files were migrated to the new software. Then, on March 1, 2016, at 8:00 a.m., the software was made publically available for the users.

Since then, over 1,100 users have registered. As of this morning, over 2,500 new filings have been entered into the system, and over 2,300 searches have been conducted generating in excess of \$53,000 in revenue, which is divided as allocated in the law to the state's general fund, counties, and the Secretary of State's general services special fund.

This has been a significant project resulting in the transfer of a tremendous amount of data entered into the CIS over the years through 54 filing locations. Therefore, while some fine tuning is still taking place, the deployment has been successful. It was successful because of the support received from the CIS users, the dedication of my staff, a responsive vendor, and the support of the legislature.

Now, my office is moving forward with the remaining software that will greatly enhance the services that will be available to the agency's customers. This past Tuesday at noon was the RFP submission deadline for that software package. Bids were received from ten vendors and they will be analyzed in detail during the next several weeks. If everything falls into place, we are hopeful that it will be possible that a contract with a vendor could be executed in May. The basis for the RFP, which has proven to be very valuable, is the Business Process Modeling (BPM) study authorized by the legislature. This exhaustive four month study of the varied duties of the agency conducted by an exceptional consultant (with staff on site) became an excellent foundation for the RFP. I would definitely recommend a BPM for other agencies.

Secretary of State File 2.0 Project - Central Indexing Phase Schedule from Procurement to Go Live

