

## IDAPA 38 - DEPARTMENT OF ADMINISTRATION

### 38.06.01 - RULES OF THE DEPARTMENT OF ADMINISTRATION GOVERNING BILLING PROCEDURES OF THE OFFICE OF THE CHIEF INFORMATION OFFICER

DOCKET NO. 38-0601-1401

#### NOTICE OF INTENT TO PROMULGATE RULES - NEGOTIATED RULEMAKING

**AUTHORITY:** In compliance with Section 67-5220, Idaho Code, notice is hereby given that this agency intends to promulgate rules and desires public comment prior to initiating formal rulemaking procedures. This negotiated rulemaking action is authorized pursuant to Sections 67-5701 and 67-5747, Idaho Code, and HB 647 from the 2014 legislative session.

**METHOD OF PARTICIPATION:** Interested persons wishing to participate in the negotiated rulemaking must respond to this notice by contacting the undersigned either in writing, by email, or by calling the phone number listed below. To participate, responses must be received by July 31, 2014.

Should a reasonable number of persons respond to this notice, negotiated meetings will be scheduled and all scheduled meetings shall be posted and made accessible on the agency website at the address listed below.

Upon conclusion of the negotiated rulemaking, any unresolved issues, all key issues considered, and conclusions reached during the negotiated rulemaking will be addressed in a written summary and made available on the agency website.

Failure of interested persons to respond to this notice of intent or the lack of a sufficient number of responses to this notice of intent may result in the discontinuation of further informal proceedings. In either event the agency shall have sole discretion in determining the feasibility of scheduling and conducting informal negotiated rulemaking and may proceed directly to formal rulemaking if proceeding with negotiated rulemaking is deemed infeasible.

Interested persons may participate in the process through attendance at meetings or by sending comments by mail or email to the contact person and address identified below. Refer to the web site listed in the contact information section for information on the date, time, and location of any meetings that are scheduled.

**DESCRIPTIVE SUMMARY:** The following is a statement in nontechnical language of the substance and purpose of the intended negotiated rulemaking and the principle issues involved:

The purpose of this rulemaking is to document billing processes used by the Department of Administration to determine and allocate technology related overhead and service expenses billed to other organizations of State government. The final methods used to determine and allocate these expenses may differ from those currently used as a result of this negotiated rulemaking.

**CONTACT INFORMATION, WEB ADDRESS, ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS:** For assistance on technical questions concerning this negotiated rulemaking, contact Erin Seaman, 332-1876 or Greg Zickau, 332-1875. Materials pertaining to the negotiated rulemaking, including any available preliminary rule drafts, can be found on the Department of Administration, Office of the Chief Information Officer web site at the following web address: <http://cio.idaho.gov/>.

All written comments must be directed to the undersigned and must be delivered on or before July 31st, 2014. Comments may be emailed to [erin.seaman@cio.idaho.gov](mailto:erin.seaman@cio.idaho.gov) or mailed to attn: Erin Seaman; 650 W. State St. Suite 100; Boise, ID; 83702.

May 21, 2014

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