



**Iowa Communications Network**  
Fiscal Year 2020 Performance Report

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September 15, 2020

Iowa Department of Management,

I am pleased to present the Iowa Communications Network's (ICN) Performance Report for Fiscal Year 2020 (July 1, 2019 - June 30, 2020), as required under Iowa Code section 8E.210. The report contains information about how the ICN has supported the State of Iowa in providing advanced telecommunications services to authorized users of the Network.

ICN continues to meet rising user demands for increased bandwidth, IP technology, and security services. With our private sector partnerships, ICN will continue to support broadband for education, government, healthcare, and public safety.

Thank you,



Deb Evans  
Acting Executive Director

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Deb Evans, Acting Executive Director

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IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

# Overview

## Key Services, Products, and/or Activities

The Iowa Communications Network (ICN) is the country's premier distance learning and state government broadband carrier network, committed to providing broadband solutions for the education, government, public safety, and healthcare sectors of Iowa. ICN provides high-speed Internet, data, video conferencing, voice (phone), security, and consulting services to authorized users.

## Agency Customers

- Accredited K-12 school districts and private schools
- Accredited public and private colleges and technical educational institutions
- State government agencies
- State Judicial branch
- Federal government agencies
- United States Postal Service
- Hospitals and physician clinics
- Public libraries

## Stakeholders

The taxpayers of the State of Iowa.

## Budget

The ICN does not receive any appropriations from the Iowa Legislature for support. Revenue is received from authorized and certified users for the telecommunications services provided. The agency currently has 105.7 authorized FTE's for 108 positions (one Iowa Telecommunications and Technology Commission member counts as 0.2 FTE, the other four ITTC members count as 1.0 FTE each, and two intern positions count as 0.25 FTE's each).

At the end of Fiscal Year 2020, there were 78.2 non-Commission FTEs filled, plus 5 positions associated with Commission Members.

# Agency FY 2020 Performance Plan Results

**Name of Agency:** Iowa Communications Network

**Agency Mission:** Deliver Strong, Flexible and Fast broadband services and experiences to ICN customers.

**Core Function:** Public Broadcast and Telecommunication Services

Data, Video and Voice Order Performance Budget Org #0645336 ADMN & OTHR			
Performance Measure	Performance Target	Performance Actual	Performance Comments & Analysis
Percentage of customer Fast Track processes completed within 48 hours.	95%	97%	<p><b>What Occurred:</b> During FY20, ICN completed 33 of 34 Fast Track customer orders within the Fast Track timeframe of 48 hours.</p> <p><i>Data Source: Business Services</i></p>
Percent of invoices delivered by the fifth day of each month.	95%	95%	<p><b>What Occurred:</b> Invoices were delivered electronically by the 5<sup>th</sup> business day of each month, issued by the ICN Finance Bureau. The Finance Bureau strives to deliver invoices in a timely manner.</p> <p><i>Data Source: ICN Billing System</i></p>
ICN's monthly quick ratio.	1.5	1.88	<p><b>What Occurred:</b> The ICN was able to exceed the target and use the near cash/quick assets to extinguish or retire its current liabilities immediately.</p> <p><i>Data Source: ICN Finance System</i></p>
Percentage of fiber repairs completed within Service Level Agreement standard of 6 hours.	80%	96%	<p><b>What Occurred:</b> 24 fiber cuts for FY20, 1 did not meet the SLA standard of 6 hours.</p> <p><i>Data Source: FNS Performance Review Spreadsheets</i></p>
Percentage of core network uptime.	99.999%	100%	<p><b>What Occurred:</b> Even though the Network had outages at various locations none were due to a "Core" outage. There were zero core network outages in FY 20.</p> <p><i>Data Source: Operations Transport Outage Reports</i></p>
Percentage of subscribed Internet broadband growth.	15%	25%	<p><b>What Occurred:</b> Actual measurement of Internet bandwidth being invoiced is 195,066Mb. Due to the COVID-19 pandemic, many users requested increases in Internet bandwidth.</p> <p><i>Data Source: Request for Service and Netplus systems</i></p>

# Iowa Communications Network Performance Report

## Fiscal Year 2020

### Customer Billing

**Description:** Measurement of the ICN's ability to deliver bills in a timely and accurate manner.

**Why we are doing this:** To provide customers with information for timely reconciliation as well as improving the ICN's cash flow.

**What we are doing to achieve results:** The ICN has developed automated audit processes to facilitate timely distribution of customer invoices and to ensure customers are only being billed for services received.

## Customer Billing Results

#### Performance Measure:

Distribute ICN's e-bills by the 5<sup>th</sup> business day of the month. This enables authorized users to pay for their services in a timely manner.

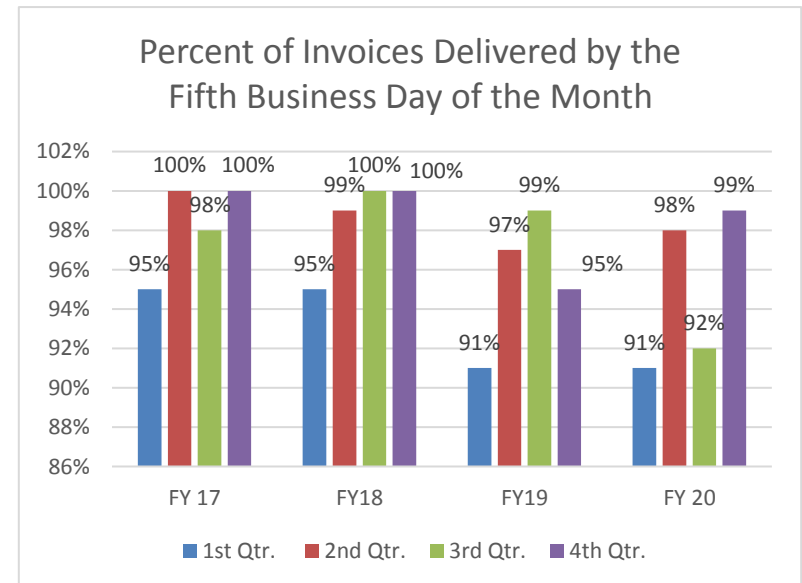
#### Performance Goal/Target:

Distribute 95 percent of monthly invoices no later than the 5<sup>th</sup> business day of each month with all invoices being delivered electronically.

#### What was achieved?

The billing team continues to perform well. The chart on the right indicates the billing date performance for this fiscal year as compared to previous years.

**Data Source:** ICN Billing System



# Iowa Communications Network Performance Report

## Fiscal Year 2020

### Fiber Repairs Completed within Service Level Agreement (SLA)

**Description:** Percentage of fiber repairs completed within SLA standard of 6 hours.

**Why we are doing this:** This metric is used to drive performance in the restoration of service outages caused by fiber optic cable cuts.

**What we are doing to achieve results:** This metric is tied to the contractual agreement between the ICN and its Network Management Service (NMS) provider. It provides for the ability to monetarily penalize the NMS provider for missing the Service Level Agreement goal.

## Fiber Repairs Completed within SLA Results

#### Performance Measures:

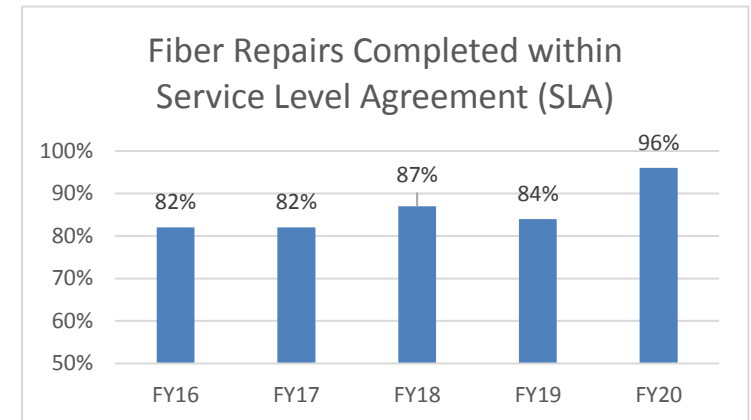
A percentage combination of the total number of fiber cuts reported to ICN's Network Operations Center (NOC).

#### Performance Goals/Targets:

80% of fiber repairs completed within the SLA standard of six (6) hours.

**What Occurred:** 24 fiber cuts for FY20, 1 did not meet the SLA standard of 6 hours.

**Data Sources:** This information was gathered from ICN's Network Managed Service Provider [Fiber Network Services (FNS)] Performance Review Spreadsheets.



# Agency Contact

Copies of Iowa Communications Network's Performance Report are available on the ICN website at [www.icn.iowa.gov](http://www.icn.iowa.gov) or by contacting Lori Larsen at 515-725-4713.

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