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BILL JONES
Secretary of State
State of California

EXECUTIVE OFFICE

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TO: Secretaries of State
State Digital Signature Coordinators
Interested Parties

FROM: Secretary of State Bill Jones (CA)

DATE: Friday, June 23, 2000

RE: State Digital Signature Summit

For several years, those of us in government who are responsible for managing a high-volume of paper transactions have been waiting for the day when digital signatures will be a common aspect of our everyday lives.

Use of digital signatures can help us automate numerous filing functions and reduce the amount of unnecessary paper and bureaucracy in government. Unfortunately, several legal and procedural problems are preventing the widespread adoption of this promising technology. Additionally, a pending federal digital signature law that just passed out of Congress today will require us to take a new look at existing and proposed digital signature laws and regulations.

On August 10 & 11 in San Francisco, California, I will be sponsoring a **State Digital Signature Summit** in an effort to pool the collective expertise of state policy executives and technology experts to identify ways to remove barriers to the implementation of digital signature technology.

A preliminary meeting agenda for the summit is attached. In addition to addressing critical state and federal issues regarding digital signatures, we will also discuss the Uniform Electronic Transaction Act and the development of rules and procedures governing Digital Notaries.

The summit will also provide an opportunity to review and discuss state and private sector use of digital signature technology.

Attendees will include Secretaries of States, state digital signature coordinators and policy makers, and representatives of the American Bar Association Information Security Committee, the National Notary Association, and industry leaders.

Please join us for this important discussion. For further information, please contact either:

Shannon Lam 650-429-3577 slam@verisign.com or
Debbie Westlake 916-653-6575 dwestlak@ss.ca.gov

**Multi-State Digital Signature Summit
Marines' Memorial Club and Hotel
San Francisco, California**

**Preliminary Agenda
August 10-11, 2000**

- I. Coffee
Introductions and Announcements
Keynote

- II. Government and Private Sector Application of Digital Signature Technology
 - Successes and Failures
 - Catalysts and Impediments
 - How to Move Beyond the *Chicken-or-Egg* Dilemma
 - Creating a Demand
 - Creating a Supply
 - Digital Identification and Validation
 - Implementations and Requirements
 - The Role of Digital Signature Technology and PKI in Critical Infrastructure Protection

- III. Digital Signature Reciprocity Among States
 - Language, Legality, and Plausibility of Reciprocity Agreements

- IV. The Uniform Electronic Transactions Act (UETA) and Other Relevant Uniform Acts

- V. Digital Notaries
 - Electronic Notary Qualifications and Applications
 - Issuance of Notary Digital Signatures/Seals
 - Electronic Notarization Standards
 - Seal and Stamp Issues: Digital Certificates and Electronic Signatures
 - Recordkeeping
 - Recognition of Notaries' Digital/Electronic Signature
 - UETA Notarization Provisions

- VI. Pending Federal Legislation and Federal Preemption

- VII. Standards and Assessment Criteria and Procedures
 - The Role of NIST in Assisting the States
 - Private Sector Guidelines

- VIII. Future Business

Briefing Books will be made available prior to the meeting.

Multi-State Digital Signature Summit

MEETING DETAILS

August 10-11, 2000

Meeting Location:

Marines' Memorial Club and Hotel
609 Sutter St.
San Francisco, CA 94102
(415) 673-6672

url: <http://www.marineclub.com>

Meeting Time/Room:

August 10, 2000 – 8:30 a.m. – 5:30 p.m.

Meeting: Crystal Ballroom

Lunch: Crystal Lounge

August 11, 2000 – 8:30 a.m. – 3:30 p.m.

Meeting: Crystal Ballroom

Lunch: Commandants Room

Host

Sponsor: California Secretary of State Bill Jones
<http://www.ss.ca.gov/>

Partners: National Association of Secretaries of State
<http://www.nass.org/>
American Bar Association Information Security Committee
<http://www.abanet.org/scitech/ec/isc>
National Notary Association
<http://www.nationalnotary.org/nnahome.html>

Please RSVP:

Participants planning to attend the Summit should RSVP no later than July 2, 2000, to Shannon Lam by phone: 650-429-3577, fax: 650-429-5113, or e-mail: slam@verisign.com. Please indicate how many persons will be attending the summit, their names, and indicate whether or not you need assistance with hotel room or car reservations.

Lodging:

Please register early for lodging. The Marines' Memorial Club and Hotel "Room rates for **members** start at \$85 double occupancy during the week and \$95 on weekends.

Guests of members room rates start at \$110 double occupancy during the week and \$130 on weekends."

Attire for the Multi-State Summit:

Business casual.

Parking:

Please note that there is no parking at the hotel. The following parking lots are conveniently located near the hotel.

Garage	Address	Costs & Privileges
*Olympic Garage	665 Sutter Street	\$15.00 per 24 hours, including In & Out privileges, for overnight guests only with voucher from MMC (See Note 1)
Dental Parking Garage	520 Mason Street	\$19.00 per 24 hours, No In & Out privileges
Sutter/Stockton Garage	330 Sutter Street	\$25.00 per 24 hours, No In & Out privileges
Downtown Center Garage	Mason & O'Farrell	\$24.00 per 24 hours, No In & Out privileges
Butterick Garage	840 Sutter Street	\$15.00 per 24 hours for small car, No In & Out privileges \$19.00 per 24 hours for large car or truck, No In & Out privileges

Note 1:

*24-hour vouchers for Olympic Garage can be purchased at the Front Desk of the Marines' Memorial Club at a cost of \$15.00 per day which includes In & Out privileges. Should you choose to park at the Olympic Garage, you may unload your luggage in front of the Club, then immediately proceed one-half block up Sutter to the garage to park. The garage will issue you an orange ticket which you will need to bring with you to the MMC Front desk. There you will be given vouchers for your stay and the \$15.00 rate per day will be applied to your hotel room bill. *These vouchers are cash equivalents. We recommend keeping them in a safe place as we cannot replace lost vouchers without charging the full amount again.*

State Digital Signature Summit

Marines' Memorial Club and Hotel

609 Sutter Street
San Francisco, CA 94102
August 10-11, 2000

_____ *YES*, I am interested in attending the Multi-State Digital Signature Summit in San Francisco. Please continue to send me updates as details are available.

_____ *NO*, I will not be able to attend.

Name: _____

Organization: _____

Title: _____

Address: _____

City, State Zip: _____

Phone: _____ Fax: _____

Email: _____

Please Fax Completed Response Form To: 650-429-5113

For additional information, contact Shannon Lam of Verisign at 650-429-3577 or Debbie Westlake from the California Secretary of State's Office at 916-653-6575