

MOTIONS:

- To approve the April 3rd, 2008 meeting minutes with approved changes - *Approved unanimously*
- To appoint Bob Feingold as a non-voting member for a one-year term - *Approved unanimously*

ACTION ITEMS:

- Email ideas for finance reporting to Kathy Gappinger for the Finance committee to review.
- Board members contact Kathy Gappinger if interested in attending the dinner with Cathilea Robinett

SUMMARY:

The Motor Vehicle Verification System was presented to the Board. As a result of SB07-70, this application allows for the public and recyclers (for a fee) to search if a vehicle has been reported stolen. This project was competed in conjunction with Colorado Interactive (CI), Department of Public Safety, and the Colorado Bureau of Investigation.

SIPA finances remain stable. The SIPA audit by Clifton Gunderson will be completed by June. Cathilea Robinett will present at the next Board meeting about best practices for state web portals. The Town of Sheridan has a pending EGE Agreement.

Bob Feingold was reappointed as a non-voting member for a one-year term. The Business committee will propose a Board Strategic plan to the Board in June. Changes and clarification on marketing, finances, and continued application support and maintenance will be added to the Business Plan. The Colorado Business Express Project Team remains on schedule for final report this fall. CI has met with Colorado Department of Labor and Employment (CDLE) and Department of Regulatory Agencies (DORA) to discuss possible projects that could effect or be in conjunction with the Business Portal.

In April, the Colorado.gov redesign beta site launched. The Feedback application was updated and CI staff continues to review all feedback comments. The BIDS system integrated the Transaction Payment Engine and extensive testing was done for the Online Tax Payment application.

I. Call to Order: 1:30 p.m. Chair Cadman

A. Roll Call

Present: Chair Senator Cadman, Jack Arrowsmith, Bob Feingold, Kent Glassman, Bill Hobbs, Roxy Huber, Don Mares, Gerald Marroney, Annette Quintana

Excused: Evan Dreyer, Mike Locatis, Rep Marostica, Senator May, Rico Munn

Quorum established

B. Approval of April 3rd, 2008 Meeting Minutes

Discussion:

Bill Hobbs asked for a correction on page 5, changing “contacts” to contracts and for the deletion of “because” on page 6.

MOTION: To approve the April 3rd, 2008 meeting minutes with approved changes.

1st – Kent Glassman

2nd – Gerald Marroney

Approved unanimously

II. Motor Vehicle Verification System Presentation– Sara Bell

The Motor Vehicle Verification System (MVVS) is one of the newest projects with Colorado Interactive (CI), Department of Public Safety (DPS), and Colorado Bureau of Investigation (CBI). Recyclers throughout the state are required to check the status of vehicles brought to their property to ensure vehicles are not stolen. There are two interfaces for the application. The first is for industry members that will be required to register with

Colorado.gov. This allows members to log in to view their account and previous searches. Industry users will be asked to provide the model, year, and VIN for each vehicle.

The industry users are required to pay \$5.00 for every use whether the vehicle is reported stolen or not. Users have the ability to add another vehicle before checking out. The application produces a receipt and certificate for the user's records indicating that the vehicle is or is not stolen. If the vehicle is stolen, the user is given the phone number to contact for reporting.

The public interface for MVVS is for any citizen looking to buy a car, for example from an online posting. The public user can look up by entering the model, year, and VIN. If the vehicle was stolen, the user will see the appropriate number to call for that county if they choose to report it. However, it is not required by law for the public user to report the stolen vehicle. This service is free for public users.

Discussion:

Annette Quintana asked how current the information is.

Sara Bell said each city and county updates the information on their database, it is given to CI. CI's system is updated hourly.

Gregg Rippy stated that the public side is not in compliance with SB07-70. The bill was specific for salvage recyclers and can only check if the vehicles are stolen in Colorado. For example, if the vehicle was stolen in a neighboring state, it may not appear stolen on the CBI database, however future phases could check the national database. There is a current bill that could make a few changes. The salvage recyclers had to be in compliance by July 1, 2007. Jim Lynn from DPS came to CI asking for the Portal to complete the project. DPS did not have to use any of the appropriations on the fiscal note.

Committee Reports

A. Finance Committee – Gregg Rippy

The Profit and Loss (P&L) statement provided reflects the 3 payroll periods for the month and shows an increase for employee wages and benefits of \$19,000. The balance statement shows a continued increase on total retained earnings and a net income of \$118,660. The Finance Committee will look at the CHASE account and provide a proposed budget for the 2008-2009 fiscal year. The Board will not receive a CI financial statement today, since Dan Morrison is absent.

Discussion:

Annette Quintana asked if the Finance Committee requested any additional information that might provide more transparency and if there will be a financial impact from the MVVS application that was just presented.

Gregg Rippy said that some of those detailed numbers are shown in the operating numbers for every month on the CI financial sheet provided by Dan Morrison. In the past CI has gone to the level of detail as requested. SIPA will receive the CI audit statements, which will go into more granularity. Individual salaries will not be shown.

Annette Quintana asked if the Finance Committee and the Board review and approve the budget.

Gregg Rippy said that the Board approves the budget, along with any major adjustments. The Finance Committee will review the draft budget presented today and make a recommendation for the Board. Under local government requirements, the budget should be reviewed at two Board meetings and then voted on.

Gerald Marroney asked if the Board could see how each application is doing financially as far as cost and revenue. The Board can review the types of applications that would be beneficial and should be replicated. Applications that are free for the agency and the public are built with a cost for CI. That cost should be weighed in as well.

Jack Arrowsmith asked if Gerald Marroney was asking for a mini P&L by each application.

Gerald Marroney said not necessarily. The Board should see what is being done for each application. Judicial may want to replicate or use the same applications that are being built for DOR and SOS.

Gregg Rippy said that he could discuss changing the CI reports with Dan Morrison. Page 14 on the GM Report states whether an application has a fee or is free. Page 21 shows maintenance costs. The maintenance cost will never end for

an application since there is further support after it launches. This continued support will be clarified in the newest version of the Business Plan.

Annette Quintana asked that the Finance Committee take on the task of providing a specific documented request of the reporting structure. She would also like to see an overall revenue plan at some level of detail for the year.

Gregg Rippy said that he will provide any information that the Finance Committee requests. Clifton Gunderson is in the process of the SIPA audit and making sure SIPA is getting entitled revenue share from CI. Gregg asked if the Board is requesting more information on the SIPA or CI financials. The SIPA financials are very simple. For changes on the CI financials, he would suggest to invite Dan Morrison to a Finance Committee meeting.

Bill Hobbs said that the Finance Committee will work with Gregg Rippy to develop a regular structure on reporting.

ACTION ITEM: Email finance reporting ideas to Kathy Gappinger for the Finance Committee to review.

Gregg Rippy suggested that it would be appropriate to have Chair Cadman copied on all emails.

Don Mares said as long as the questions are not getting filtered and then squashed through the Chair, then it would be appropriate for him to be copied.

B. Other Business: Non-voting Term For Bob Feingold – Chair Cadman

Chair Cadman changed the agenda to discuss Bob Feingold's expiration of his non-voting year term.

Gregg Rippy stated that according to the Bylaws, the Board can appoint anyone as a non-voting member with a majority vote to serve for one full year.

MOTION: To appoint Bob Feingold as a non-voting member for a one-year term.

1st – Senator Cadman

2nd – Gerald Marroney

Discussion:

Kent Glassman stated that the Board Members are appointed by the Governor and subject to Senate confirmation. The Governor earns the right to make this decision. Bob has been a great help with policy and his oversight is invaluable. However, Kent does not believe that the Board was appointed to make appointments. That is a prerogative of the Governor and the Senate. It was expected that Senator May would be appointed by the Governor for the open Private Sector position. Whether it is Bob or another member, Kent is not for making appointments even if the Bylaws require it.

Chair Cadman said that the Board members are the policy directors of this Board and that empowers them to move forward. With that, he considers Bob Feingold an invaluable member and believes it is appropriate for the Board to have anyone assist the Board as a non-voting member.

Gerald Marroney stated that the Chief Justice appoints him, not the Governor. When the Board began there was always an independent side as well as state government. The Board needs additional business members, and that is why appointing non-voting members was originally included in the Bylaws. This did not and does not violate what Governor Owens was doing or what Governor Ritter is doing. If they did have an issue, the Governor can always go through the appointed Executive Directors.

Chair Cadman said that the Authority is unique as the Chief Justice, Speaker of the House, President of the Senate, and Secretary of the State also appoint members. He does not believe this is conflicting the Governor at all.

Don Mares stated that he is comfortable to have Bob Feingold serve another term and believes that it is well within the Board's responsibility to decide to do so.

Roxy Huber said that the Board is at a juncture where they will have new contacts and it is a good idea to have members that have been on the Board from the beginning. Bob Feingold brings tribal knowledge and she supports Chair Cadman's motion.

Kent Glassman said that he would not vote against the rest of the Board. He would like to see consistency.

Motion approved unanimously

(Chair Cadman exited. Vice Chair Jack Arrowsmith is acting Chair.)

Richard Westfall, SIPA Legal Counsel, said that it is stated in both the Bylaws and the original statute that the Board may appoint such additional Board members.

C. Business Committee – Kent Glassman

The Business Committee met last month to discuss the merging of the CI and SIPA Business Plans. Finance, marketing, and continued support and maintenance clarification will be added to the plan and sent to the Board in June.

Kent Glassman said that Bob Feingold, Annette Quintana, Mike Locatis, and himself have all met to draft the Strategic Plan. It will be a basic strategic plan with a visionary statement. This will be complete in June.

D. Contracts Committee – Mike Locatis

Kent Glassman stated that the Contracts Committee did not meet due to scheduling conflicts with the end of the legislative session.

III. New Business

A. Executive Directors Update – Gregg Rippy

Gregg Rippy referred to page 9 in the NIC report provided. Displayed is a picture and description about the Motorist Insurance Information Database (MIIDB) project that involved Department of Revenue (DOR), Colorado Integrated Criminal Justice Information System (CJIS), and CI to make sure insurance information is to law enforcement officers on a timely basis.

Center for Digital Government Visit

Cathilea Robinett will attend the next Board meeting and will speak to the Board about best practices for state web portals. She will participate in a discussion and presentation in Douglas County with Jack Arrowsmith on June 6th. There will be a dinner with Cathilea on June 5th. Location to be determined.

ACTION ITEM: Board Members contact Kathy Gappinger if interested in attending the dinner with Cathilea Robinett.

Eligible Governmental Entity Agreements (EGE)

There is an EGE pending for the City of Sheridan and SIPA is continuing discussion with Ward and Lyons. Gregg Rippy and Dan Morrison plan to meet with Hilary Hall, the Boulder County Clerk and Recorder. The EGE with Douglas County School District has been finalized and a project request will be submitted soon. Originally the Department of Military and Veteran Affairs stated that they did not have any work for the Portal. However, Gregg has since heard from other Legislators that there are some possible projects, and will push harder to get the EGE complete.

Colorado Business Express – Business Portal

Gregg Rippy presented a memo from Dan Morrison about the status and activity of the Business Portal. There are many other identified projects that could fit within the Business Portal. Dan Morrison and Gregg Rippy spent some time meeting with Don Mares and Joe Lambert about the CDLE Internet Self Service (ISS) project. This interaction is beginning across agencies and is giving great momentum to the Business Portal Project Team. The team has agreed on the project charter and will move forward with a project plan. There have been some scheduling conflicts, as every Project Team member needs to be present so that one agency does not fall behind or is not part of the decision making.

Discussion:

Bob Feingold asked if the Board should be concerned that half of the meetings were canceled.

Gregg Rippy replied that the Board should not be concerned because there was a lot happening in the mean time. Dan Morrison met with CDLE, DORA, and SOS. All of these meetings affected the Business Portal, but it did not involve the entire Project Team. The Project Team is also not going to continue to meet on a weekly basis and will move to biweekly.

The team is on schedule for meeting the deliverable date. As the team approves the project plan, the Board will be able to see reports again that baseline.

Annette Quintana said that she is concerned that so many meetings were canceled. She wonders if the Board needs to get more involved to help move the process along.

Becky Davis, from the Department of Revenue, stated that as a Project Team member, she feels that they are moving along at a good pace. They viewed the demo of the Hawaii business portal. In that meeting, Alice Johnson from CDLE mentioned that they were starting a similar project for the CR100 and would be putting out an RFP soon. The Project Team agreed to allow Dan Morrison and CI invest a few weeks with CDLE and the ISS team. This is the reason for the delay.

Kent Glassman asked when the Board would see the final report. This project has the ability to grow many “legs” and the Board will count on the final report. As a result of last month’s Board meeting, the Board does not have oversight for the project.

Gregg Rippy said the report will be complete this fall. The Board should not lose sight that they are asking 5 different agencies on a voluntary basis to come forward as a Project Team member. The ability for SIPA to insist the agencies “shall do this” is very limited. There is potential for some push back if one agency cannot or does not want to comply. Currently, the team is on track.

Gerald Marroney said the Board does not control the project, the Executive Directors for each of the agencies do. The Board is trying to help the Executive Directors and CIO’s complete a valid project. The Board needs to understand what they are not about. He is concerned that the current Board believes they have control over projects versus what the agencies are actually implementing in conjunction with CI. The Board is there to pay close attention and make sure that the Portal is healthy. It is a benefit that they provide guidance, and do not provide an iron fist of control. Projects are always done with available resources, both within CI and the agencies and the Board cannot demand time of the agencies.

B. General Manager’s Report – Aaron Boyd

April was a very busy month for the Portal. Because this meeting is on the first day of the month, some statistical and financial statements could not be gathered at this time and will be deferred until next month.

Colorado.gov Redesign

The public beta release of the new Colorado.gov redesign was released. The feedback utility was rebuilt and incorporated with the beta launch. Users’ comments are shown on page 12 of the GM Report. CI is actively going through all comments to ensure that the beta site is ready for full launch.

Discussion:

Roxy Huber said that she tested “drivers license” on Contact Compass and there were no results. “Driver License” did provide appropriate data, however this is a common mistake.

Gregg Rippy said that DPA controls the database for Contact Compass, so any changes need to be directed there. There are some discussions about an internal Contact Compass for state employees. Even employees have a hard time getting around the state government. So far, Contact Compass is a very valuable tool to be able to put in a keyword and find results.

Aaron Boyd said that there were some enhancements made to Contract Compass that included a link to the State Organizational Chart and the State Employee Telephone Directory.

GM Report (Continued) – Online Tax Payment Portal

CI and SysTest Labs completed extensive testing for the Online Tax Payment Portal (OTPP) and the testing was very successful. The chart on page 3 shows that more than 10,500 transactions were completed and about 3,500 complete on April 15th. A total of \$4.9 million in tax funds went through this application.

BIDS System

The BIDS System, which allows registration for Contractors and Vendors, integrated the Transaction Payment Engine (TPE) to make payment for renewals of their registration.

IV. Agenda Items for Next Meeting

Cathilea Robinett, Center for Digital Government, presentation.

Next meeting is scheduled for:

Thursday, June 5th, 2008

1:30 p.m. – 4:00 p.m.

633 17th Street, 12th floor (CDLE)

Denver, CO 80202

V. Adjournment 3:01pm

Transcribed by: Kathy Gappinger