

Colorado Motorist Insurance Information Database Transition Project Status Update December 11, 2006

The project to transition the Colorado Motorist Insurance Information Database (MIIDB) from the present processing agent, Explore Information Services, to the new agent, Colorado.gov continues to make progress. Time remains our biggest challenge as many activities remain to be completed. The focus continues to be on accomplishing the high-priority tasks that must be in place to operate the new MIIDB beginning January 1, 2007. The status of various areas of the project as of December 11, 2006 is included below.

Trading Partner Profile Setup Form

The Trading Partner Profile Setup form was posted on November 17, 2006, to the www.colorado.gov/driveinsured website. The Profile Setup form process can be entirely completed by entering necessary data into the spreadsheet, saving the form to your system, and emailing the completed form to support@www.colorado.gov. An updated Setup form will be posted to our website on December 11th. The only change is to the instructions, defining characteristics of each field on the form.

The Setup form is to be completed by Trading Partners only. Trading Partners are the companies that Send/Receive data To/From the MIIDB system. Reporting insurance carriers that have a Trading Partner send/receive their data should not complete the Setup form. Trading Partners should list the reporting insurance carriers they service on Page 2 of the Setup form.

Instructions for completing the Setup form are included in a separate worksheet within the spreadsheet. Field lengths are included in the Instructions worksheet. Any Trading Partner that has problems downloading or using the Setup form spreadsheet should contact Colorado.gov by email at support@www.colorado.gov or by calling 800-970-3468. If a Trading Partner does not have Microsoft Excel software, an alternative approach will be provided by contacting Colorado.gov.

We've had several questions about what type of contact job role should be provided for Business, Compliance and Technical contact. These are the same categories provided to Colorado.gov from Explore. As a guideline, the Business contact could be the person we would contact about changes to X12 formats or concerns with statistics. The Compliance contact would be contacted about changes in statutes/rules and problems with meeting reporting timelines. The Technical contact would be contacted about transmission problems and any other technical related issue. Many Trading Partners may have the same person as their Business and Compliance contact.

Upon receipt of the Setup form, Colorado.gov will contact the Trading Partner's Technical Contact to begin the testing process (discussed in a later section of this status report). Trading Partners that will be utilizing FTP to exchange files with Colorado.gov should pay special attention to the File Transfer Protocol section of this status report.

Trading Partner Agreement Form

The Trading Partner Agreement form can be completed by entering necessary data into the spreadsheet, saving the form to your system, printing the form, acquiring necessary signatures and notary, and mailing the completed form to the address specified on the form.

The Agreement form itself must be completed and returned before being allowed to transmit Production policy files to the MIIDB. The Agreement form is also required before authorized Trading Partner users will have access to the secure area of the MIIDB website. The secure area of the MIIDB website will allow authorized users to report 'No Weekly Activity', maintain their Trading Partner Profile information, review statistics, and review file processing history.

The Account Administrator will be the only person Colorado.gov will interface with regarding website User Ids and Passwords. The Account Users will have access to the secure web area pages. If a Trading Partner needs an Account User to have access to Profile maintenance and another Account User to only have view authority, please contact support@www.colorado.gov.

Any Trading Partner that has problems downloading or using the Agreement form spreadsheet should contact Colorado.gov by email at support@www.colorado.gov or by calling 800-970-3468. If a Trading Partner does not have Microsoft Excel software, an alternative approach will be provided by contacting Colorado.gov.

MIIDB User Guide

The MIIDB User Guide still has some sections that need work. We don't believe these areas are impacting the January 1st transition effort. Please contact Colorado.gov if there is an area of concern regarding the User Guide. The intent is for the guide to address many aspects of the MIIDB system and operation. Please refer to the guide, including the Question and Answer appendix, before sending your questions to Colorado.gov.

IVANS Information Exchange

Our plan is to begin contacting IVANS users, that have submitted their Setup forms, the week of December 11th and asking that they transmit a test file to Colorado.gov's IVANS mailbox.

The Interchange Account information for Colorado.gov can be found in Appendix A of the User Guide within the description of the ISA and GS header records. Information Exchange Trading Partners must change the Explore account information to the Colorado.gov account information in order for their policy file to reach Colorado.gov.

File Transfer Protocol (FTP)

Our Trading Partners that are not utilizing the IVANS network will transmit/receive MIIDB files via FTP. Beginning January 1, 2007, all FTP Trading Partners will be required to transmit their files to Colorado.gov via FTP.

Secure directories have been created on our FTP Server for each of the FTP Trading Partners. Each Trading Partner will have an Inbox area and an Outbox area. Policy files will be 'Put' into the Inbox area and Error files will be 'Pulled' from the Outbox area by the Trading Partner. User Ids and Passwords have been created for each Trading Partner and are being provided to the Trading Partner once a completed Setup form has been received. The workload associated with the first batch of FTP Setup Trading Partners has required us to modify our original 12-step FTP testing process. A revised 11-Step process for testing the FTP file transmission/retrieval process follows:

1. Colorado.gov posts this plan and Colorado.gov's Public Key on the 'driveinsured' website. (Len/Jen) **DONE**
2. Colorado.gov provides the Trading Partner Agreement and Setup forms to each company. (Jen/Len) **DONE**
3. Colorado.gov creates each company's Inbox/Outbox on the FTP Server. (Nad) **DONE**
4. Colorado.gov receives a completed Trading Partner Setup form. (Stephanie)
5. The Colorado.gov firewall is updated with the IP addresses provided on the Setup form. (Jason)
6. Colorado.gov sends each FTP Trading Partner's Technical Contact their FTP user id and password, with instructions to place their unencrypted Public Key in their FTP Inbox. (Len/Jason)
7. Colorado.gov asks the Trading Partner to place their Public Key in their FTP Inbox, unencrypted. This will give Colorado.gov the Trading Partner's Public Key and will ensure the Trading Partner can use their User id and Password to get to their Inbox. (Jason/Len)
8. Colorado.gov retrieves the Trading Partner's Public Key provided in Step 7 and uses it to encrypt a pre-defined message and places the encrypted message in the Trading Partner's Outbox. Colorado.gov will then notify the Trading Partner to perform Steps 9 and 10. (Jason/Len)
9. The Trading Partner retrieves the encrypted message from their FTP Outbox and decrypts it using their Private Key. Any problems should be conveyed to Colorado.gov by email at support@www.colorado.gov. (Trading Partner)
10. The Trading Partner encrypts the message they decrypted in Step 9, using Colorado.gov's Public Key, and places it in their FTP Inbox. (Trading Partner)
11. Colorado.gov accesses the encrypted Inbox message and decrypts it using Colorado.gov's Private Key. If it can't be processed, Colorado.gov investigates where the problem occurred and works with the Trading Partner to correct the problem. (Jason/Trading Partner)

Policy File Formats

The MIIDB programs to process both the X12 format and the custom 'diskette' format are being unit tested and will be system tested throughout the month of December. See Testing area for more details.

Infrastructure Generation

The IVANS Windows Server, Unix FTP Server, Storage Area Network (SAN), and Oracle database infrastructures are in place and being tested.

Conversion

Explore has provided a test conversion file, which will be loaded onto the MIIDB system and verified during the week of December 11th. Once verification is successful, the Explore conversion file creation program will be held until the production conversion occurs in late December.

MIIDB Functionality Changes

New Colorado MIIDB legislation, effective July 1, 2006, changed the scope and budget for the MIIDB system. This legislation resulted in the need to bring the MIIDB system in-house by placing it on the State's Internet portal infrastructure. The legislation also removed the requirement to proactively enforce individual motorist insurance coverage. Therefore, the requirement to issue letters to motorists regarding their lack of insurance was removed effective July 1st. The main focus now is on the insurance status of each registered vehicle in Colorado. If a vehicle's insurance status cannot be determined by MIIDB, the vehicle owner will be required to show proof of insurance when renewing their vehicle registration. Also, law enforcement personnel will continue to have access to the MIIDB insurance status to assist in the determination of vehicle insurance coverage during the performance of their duties.

Commercial Vehicle Exemption

Colorado statute allows commercial vehicles to be exempt from MIIDB insurance status tracking. One of the difficulties encountered by the MIIDB program has been the identification of commercial vehicles. Many commercial policies do not contain specific vehicle information. It has been decided that sufficient data is available in the DMV vehicle registration extract to MIIDB to identify and exempt commercial vehicles. Therefore, a **notice was posted** to our website on December 7th that states Commercial policies are no longer required to be reported to MIIDB. Please read the notice for the details.

Testing

Testing of the new MIIDB will include IVANS and FTP connectivity and file transmission, Explore data conversion, X12 and Custom format translation into the MIIDB database, policy error detection and return processing, vehicle registration processing, registration and policy matching logic to determine insurance status, web interface operation, and report generation. There is not enough time available to test the

processing of every Trading Partner's policy files. Selected Trading Partners will be used to test the policy file, error file and acknowledgment file processing. Of course we desire much more time to test. Since we have not changed the format of the policy files that are being sent to Explore (other than the Sender/Receiver fields), we believe if we can properly process a small number of Trading Partner policy files, that we should not have problems when we process the others. We will keep you informed of the status of the testing effort.

Transition Schedule

Thursday, December 21st, is the last day that Trading Partners should submit their policy files to Explore. This will allow Explore to perform their final database updates on Friday, December 22nd, and for the conversion of data to occur December 26-29. The plan is to allow Trading Partners to begin transmitting their policy files to Colorado.gov beginning December 26th. These files will be held and not processed until the first week of January. If for any reason there is a delay of when policy files can be transmitted to Colorado.gov's IVANS mailbox or FTP folders, email and website notifications will be provided. As previously mentioned, the completion of Profile Setup forms is a key factor on when a Trading Partner can begin doing business with Colorado.gov.

Summary

As stated in our previous Status Report, we have a lot to accomplish before January 1st. Your assistance in completing Registration and Setup forms ASAP will help alleviate delays in processing your policy files. Please follow the instructions because time we spend correcting each Form error takes time away from other important tasks. The Colorado.gov MIIDB team is working hard to make the transition a success. Your support and encouragement is appreciated.

Len Vest,
MIIDB Project Manager