MEETING PLAN

Name: County DRIVES Governance Committee

Meeting Date: October 6, 2016
Organizer: Chris Hochmuth

Meeting Time: 9:30 a.m. - 11:30 a.m.
Location: GoToMeeting
          1(224) 501-3212
          Access Code - 192-674-829

1. Purpose of Meeting

The purpose of this County DRIVES Governance Committee meeting is to review recommendations regarding procedural and programming changes that will be necessary for implementing Colorado DRIVES. The Committee receives updates and reports from the DRIVES Working Groups and makes decisions as appropriate. An open discussion forum is afforded to all attendees. Finally, all action items are identified and an updated status is given to all in attendance.

2. Attendance at Meeting

<table>
<thead>
<tr>
<th>Invited</th>
<th>Position</th>
<th>Invited</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Dixon</td>
<td>Chair-DOR</td>
<td>Sheila Reiner</td>
<td>Member-Mesa</td>
</tr>
<tr>
<td>Matt Crane</td>
<td>Member-Arapahoe</td>
<td>Sara Rosene</td>
<td>Member-Grand</td>
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<tr>
<td>Jean Alberico</td>
<td>Member-Garfield</td>
<td>Bo Ortiz</td>
<td>Member-Pueblo</td>
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<tr>
<td>Krystal Brown</td>
<td>Member-Teller</td>
<td>Garland Wahl</td>
<td>Member-Washington</td>
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<tr>
<td>Barbara Brohl</td>
<td>Attending-DOR</td>
<td>Heidi Humphreys</td>
<td>Attending-DOR</td>
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<tr>
<td>Maren Rubino</td>
<td>Attending-DOR</td>
<td>Tony Anderson</td>
<td>Attending-DOR</td>
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<tr>
<td>Dave Lindsay</td>
<td>Attending-DOR</td>
<td>Dylan Ikenouye</td>
<td>Attending-DOR</td>
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3. Meeting Agenda

1. Call to Order and Roll Call (Mike Dixon / Tony Anderson)

2. Approval of Previous Meetings Minutes (Mike Dixon)

3. Colorado DRIVES Project Update (Mike Dixon / Dustin Armbrust)

4. Old Business
   --Appointment of the balance of the DRIVES Future Initiatives Working Group Co-Chairs (Matt
4. Minutes

5. Old Business
MEETING PLAN

1) Working Groups Action Items:
   a) Financial Advisory – Complete process mapping for county back office functions
      i) Sara R, Tony F or Kimberly C
   b) Financial Advisory – Review draft language for payment by bad check
      i) Sara R, Tony F or Kimberly C
   c) Requirement Clarification & Implementation – Present the CO DRIVES County
      Resource Requirements: R2 Vehicle Services
      i) Dustin A
   d) Requirement Clarification & Implementation – Analysis for standard documents for
      routine transactions and mortgage mail
      i) Tony A
   e) Requirement Clarification & Implementation – Travel reimbursement / per diem
      i) Lorri D
   f) Requirement Clarification & Implementation – Co-Chair and members for the
      Futures Initiative Working Group
      i) Matt C
   g) Requirement Clarification & Implementation – Scanning of T&R documents at
      County Offices
      i) Tony A
   h) Requirement Clarification & Implementation – Demo of DRIVES of DRIVES
      Vehicle Services solution
      i) Dustin A & Eric D

Action items log is located in the shared Google Drive folder “County DRIVES Governance Committee – Action Items”
### 6. Next Meeting

<table>
<thead>
<tr>
<th><strong>Date:</strong></th>
<th>November 2, 2016</th>
<th><strong>Time:</strong></th>
<th>9:30 am</th>
<th><strong>Location:</strong></th>
<th>GoToMeeting 1(224) 501-3212 Access Code - 192-674-829</th>
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