MEETING PLAN

Name: Colorado DRIVES County Governance Committee
Meeting Date: December 19, 2018
Organizer: Chris Hochmuth
Meeting Time: 9:30 a.m. – Noon
Location: Go To Meeting
1 (872) 240-3311
Access Code – 288-969-941
https://global.gotomeeting.com/join/288969941

Purpose of Meeting
The purpose of this DRIVES County 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.

Attendance
<table>
<thead>
<tr>
<th>Member</th>
<th>Organization</th>
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<th>Member</th>
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<tbody>
<tr>
<td>Chuck Broerman – Chair</td>
<td>El Paso County</td>
<td></td>
<td>Linda Shelton</td>
<td>Denver County</td>
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<td>Mike Dixon – Vice Chair</td>
<td>DOR-DMV</td>
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<td>Susan Bailey</td>
<td>Morgan County</td>
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<td>Nathanael Ruybal</td>
<td>Conejos County</td>
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<td>Flavio Quintana</td>
<td>DOR-DMV</td>
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<td>Beverly Wenger</td>
<td>Yuma County</td>
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<td>Elaine Hill</td>
<td>OIT</td>
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<td>Jean Alberico</td>
<td>Garfield County</td>
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MEETING PLAN

Meeting Agenda

1. Call to Order – Chair 9:30 am
   a. Roll Call – Chris Hochmuth 9:30 – 9:35 am
   b. Approval of previous meeting’s minutes 9:35 – 9:40 am

2. Old Business
   a. OIT Update – Elaine Hill 9:40 – 9:50 am
      i. Network update
   b. DOR Update – 9:50 – 10:20 am
      i. Production Support – Sonia Sandoval
         a) Awaiting End User responses tracking and updates
         b) Questions tracking and resolutions
      ii. Training – Michelle Martinez
          a) Web –based Training
          b) New Hire Training
      iii. Vehicle Services Section – Adam Wilms
          a) County hotline
          b) Committee meeting structure
             1) 1st meeting each month – Smaller meeting with major updates and
                committee votes if required
             2) 2nd meeting each month – Bigger meeting with all updates
          c) NMVTIS Update
d) Fleet Update
e) SOT Update
iv. Budget Review – Ryan Reather
   c. Sub-Committee and Working Group Update – 10:20 – 10:35 am
      i. Requirements, Clarification & Implementation – Jason Salazar
         a) Equipment requests
         b) Centralized bulk printing recommendation
      ii. Financial Advisory Working Group – Kimberly Corell
   d. DRIVES / FAST Update – Eric Deffenbaugh 10:35 – 11:15 am
      i. Warranty SQR work and status –
ii. Status on Print Tracking work –

3. **New Business** – Chair 11:15 – 11:25 am
   a. **My Colorado App Presentation** – OIT
   b. “Awaiting End User Response- Resolution” Tickets – Elaine
   c. **Tracking and Resolution of “Questions”** – Elaine
   d. **Transaction Times Benchmarking** – Chuck
   e. **E-Services**
      i. Title Complete Notices period
      ii. Arapahoe Ticket
   f. **Recommended change in frequency of DRIVES e-communications updates** – Sarah

4. **Open Discussion** – Chair 11:25 – 11:35 am

5. **Public Testimony** – Chair 11:35 – 11:40 am

6. **Assignment of Action Items** – Chair 11:40 – 11:45 am

7. **Next meeting** – Chair 11:45 – 11:50 am

8. **Adjourn** - Chair
**Next Meeting**

| Date:     | November 21, 2018 | Time: | 9:30 a.m. – Noon | Location | Go To Meeting 1 (872) 240-3311  
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