



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

<u>Member</u>	<u>Organization</u>	✓	<u>Member</u>	<u>Organization</u>	✓
Chuck Broerman – Chair	El Paso County		Linda Shelton	Denver County	
Mike Dixon – Vice Chair	DOR-DMV		Susan Bailey	Morgan County	
Nathan Ruybal	Conejos County		Flavio Quintana	DOR-DMV	
Beverly Wenger	Yuma County		Elaine Hill	OIT	
Jean Alberico	Garfield County				



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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 –



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- 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



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Next Meeting

Date:	November 21, 2018	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

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