



MEETING PLAN

Name:	Colorado DRIVES County Governance Committee		
Meeting Date:	December 5, 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 (9-19, 10-11, 10-17, and 11-14-2018) 9:35 – 9:40 am

2. **Old Business**
 - a. OIT Update – Elaine Hill 9:40 – 9:50 am
 - i. County distribution list for outage notifications
 - ii. Outage notifications processes and procedures
 - iii. Network update
 - b. DOR Update – 9:50 – 10:20 am
 - i. Production Support – Sonia Sandoval
 - a) Application support
 - b) Major outage distribution lists and reporting
 - c) Call Center update
 - d) SQR Status - Bucket A
 - ii. Training – Michelle Martinez
 - a) Outreach efforts
 - b) Reconciliation efforts
 - iii. Vehicle Services Section – Adam Wilms
 - a) County hotline
 - 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 – Lauren Silva
 - a) Selection of members
 - d. DRIVES / FAST Update – 10:35 – 11:00 am
 - i. Lockbox issues and changes – Eric Deffenbaugh
 - a) Lockbox report generated for El Paso County making it available to all counties



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- ii. Warranty SQR work and status – Eric Deffenbaugh
 - iii. Reports – Eric
 - a) Report changes effective on specific date and not retroactive
 - b) E-services usage
 - 1) Usage rates, fall outs, fall outs root causes, marketing
 - iv. Statement of accounts being sent out – Kimberly Correl
 - e. DPA – Mike Sexson 11:00 – 11:10 am
 - i. Centralized bulk printing tracking update
 - ii. Training update
3. **New Business** –Chair 11:10 – 11:20 am
- a. Taxes and fees exemptions – Adam Wilms
 - b. Transaction times - Chair
4. **Open Discussion** – Chair 11:20 – 11:30 am
5. **Public Testimony** – Chair 11:30 – 11:35 am
6. **Assignment of Action Items** – Chair 11:35 – 11:40 am
7. **Next meeting** – Chair 11:40 – 11:45 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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