



# MEETING PLAN

<b>Name:</b>	County DRIVES Governance Committee		
<b>Meeting Date:</b>	August 2, 2017	<b>Organizer:</b>	Audrey M. Briel
<b>Meeting Time:</b>	9:30 a.m. – 11:00 a.m.	<b>Location:</b>	<b>Go To Meeting</b> 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

Invited	Position	✓	Invited	Position	✓
Mike Dixon	Chair-DOR		Sheila Reiner	Member-Mesa	
Matt Crane	Member-Arapahoe		Sara Rosene	Member-Grand	
Jean Alberico	Member-Garfield		Bo Ortiz	Member-Pueblo	
Krystal Brown	Member-Teller		Garland Wahl	Member-Washington	
Amanda Ross	Attending-Kit Carson		Kristin VanDragt	Attending-DOR	
Audrey Briel	Attending-DOR		Lacie Allen	Attending-Delta	
Cindi Wika	Attending-OIT		Linda Bishop	Attending-Denver	



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Cody Winslow	Attending-Douglas		Lorri Dugan	Attending-DOR	
Dayton Harbo	Attending-OIT		Maren Rubino	Attending-DOR	
Diana Hall	Attending-Boulder		Mark Smith	Attending - DOR	
Dustin Armbrust	Attending-DOR		Noelle Peterson	Attending-DOR	
Dylan Ikenouye	Attending-DOR		Pam Nielsen	Attending-Larimer	
Eric Deffenbaugh	Attending-Fast		Paul Nadeau	Attending-OIT	
Eric Shannon	Attending-DOR		Sharon Roberts	Attending-OIT	
Frank Dean	Attending-Fast		Tamsin Totays	Attending-Adams	
Heidi Humphreys	Attending-DOR		Terri Krupke	Attending-OIT	
Heidi McKenna	Attending- DOR		Tessa Borklund	Attending-Delta	
Jackie Campbell	Attending-Mesa		Tiny Zapfe	Attending-Douglas	
Katya Eremich	Attending- DOR		Tony Anderson	Attending-DOR	
Kevin Kihn	Attending- DOR		Tony Frazzini	Attending-Denver	
Kimberly Correl	Attending-DOR		Victoria Gallegos	Attending-Arapahoe	

### 3. Meeting Agenda

1. Call to Order/ Role Call (Mike Dixon)
2. Approval and/or Corrections of Previous Meeting's Minutes (Mike Dixon)
3. Working Group Reports



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- DRIVES Financial Advisory Working Group Report (Sara Rosene / Kimberly Corell / Tony Frazzini)
  - DRIVES System Letters and Forms Working Group Report (Bo Ortiz / Tony Anderson)
  - DRIVES Requirements Clarification and Implementation Working Group Report (Matt Crane / Tony Anderson)
4. Old Business
    - Recruitment of Expert Users and Testers (Tony Anderson)
    - Discuss Vote by Proxy (Tony Anderson)
    - Implementation Specification Reviews (Eric Deffenbaugh)
    - Review June 5 Change Management Survey (Deanna Davis)
  5. New Business
    - Review of DRIVES Interfaces (Tony Anderson)
    - DR35 Print on Demand Registration and Tabs (Tony Anderson)
    - Update on DRIVES Project and Recent Driver Services Outages (Mike Dixon)
    - Discuss County Concerns Requesting Change of DRIVES Implementation Date (Matt Crane & Sheila Reiner)
  6. Review and Assignment of Action Items (Tony Anderson)
  7. Public Testimony
  8. Next Meeting (Tony Anderson)
  9. Adjourn

## 4. Minutes

## 5. Old Business

**Action items log is located in the shared Google Drive folder “County DRIVES Governance Committee – Action Items”**



# MEETING PLAN

6. Next Meeting					
<b>Date:</b>	August 16, 2017	<b>Time:</b>	11:00 a.m.-12:00 p.m.	<b>Location:</b>	GoToMeeting 1(224) 501-3212 Access Code: 192-674-829
<b>Purpose:</b>	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.				