



MEETING PLAN

Name:	CSTARS Committee		
Meeting Date:	September 21, 2016	Organizer:	Dylan Ikenouye
Meeting Time:	9:30 a.m.	Location:	<u>Conference Call</u> GoToMeeting 1(571)317-3122 213-267-741 www.GoToMeeting.com meeting ID: 213267741

1. Purpose of Meeting

The purpose of the CSTARS Committee is to assist in the development of operational plans and budget proposals regarding the Colorado State Titling and Registration System and the CSTAR special purpose account, provide final approval of all plans for the development and operation of the CSTARS and the annual budget and any supplemental budget requests funded by the CSTAR special purpose account and make presentations with the Department to the appropriate legislative committees regarding the use of funds in the CSTAR special purpose account. The authorities of the CSTARS Committee are specified in Part 2 of Article 1 of Title 42. Pursuant to 42-1-211(4)(a)(I) – (III).

2. Attendance at Meeting

Invited	Position	✓	Invited	Position	✓
Sheila Reiner (Chair)	Mesa		Jean Alberico	Garfield	
Matt Crane	Arapahoe		Bo Ortiz	Pueblo	
Sara Rosene	Grand		Garland Wahl	Washington	
Krystal Brown	Teller				
Mike Dixon	DOR		Tony Anderson	DOR	
Lorri Dugan	DOR		Amanda Karger	DOR	
Dayton Harbo	OIT		Dylan Ikenouye	DOR	
Terri Krupke	OIT		Cindi Wika	OIT	
Paul Nadeau	OIT		Jack Arrowsmith	SIPA	



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Marty Hartley	Colorado Interactive		Kate Polesovsky	Colorado Interactive	
Tony Frazzini	Denver		P.J. Taylor	Denver	
Pam Nielsen	Larimer / CARS		Diana Hall	Boulder	
Norma Trickey	Boulder		Victoria Gallegos	Arapahoe	
Keith Poor	Pueblo		Dede Shallert	Teller	
Jackie Campbell	Mesa				



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3. Meeting Agenda

1. Call to Order – Shelia Reiner
2. Approval of Minutes – August 4, 2016 – Shelia Reiner
3. Old Business
 - a. September CSTARS Programming Release Approval – Terri Krupke
 - b. Committee to discuss and vote on OIT’s recommendation of requesting a supplemental to move either the full amount or a portion of the unencumbered \$455,688 Personal Services to Asset Management with OIT’s breakdown of funds (Carried over to October 19th meeting) – Shelia Reiner
 - c. If a favorable vote on moving the unencumbered funds to asset management, Committee to discuss the Committee’s expectation for the use of those funds (i.e., maintenance, replacement equipment, scanners to support DRIVES etc.) – Shelia Reiner
4. Updates
 - a. Colorado Interactive – Marty Hartley & Kate Polesovsky
 - b. Department of Revenue
 - i. Division of Motor Vehicles – Mike Dixon
 - ii. Title and Registration Section – Tony Anderson
 - c. Office of Information Technology – Dayton Harbo
 - d. CARS (CSTARS Advisory Review Subcommittee) – Pam Nielsen
 - i. Equipment, Office Move, and Programming Requests
 - ii. Programming Implementation Schedule Recommendations
 - iii. Committee Accomplishments and Updates
5. New Business
 - a. Committee discussion of testing for DRIVES rollout 2 – Shelia Reiner
 - b. Calculation of Specific Ownership Tax – Mike Dixon
6. Action Items – Shelia Reiner
 - a. See “Action Items” below
7. Public Comments, Questions, and Statements – Shelia Reiner

4. Meeting Minutes

- See August 4, 2016 meeting minutes

5. Action Items

1. Provide names for County motor vehicle staff identified to serve as DRIVES project SME team members to the department – Matt Crane
2. Provide UAT testing results to the Committee when completed after 8-18-2016. This vote will be handled electronically – Terri Krupke



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3. Tools available in the OIT Ticket system – Dayton Harbo
4. What components of an incident are good to report for educations purposes, screenshots, keystrokes etc. – Dayton Harbo & Cindy Wika
5. CARS Survey results related to SB16-115 to be share with FAST and with DRIVES Financial Advisory Working Group – Pam Anderson
6. POD analysis to see what the affect would be if more plates were transitioned to POD in terms of postage and shipping – Tony Anderson
7. Provide presentation containing OIT recommendation to move personnel services appropriation. Ensure presentation details the funds to be transferred from Personal Services to Asset Management and what will be encumbered for FY'17 and FY'18 and moving forward (Carried over to October 19th meeting) – Cindi Wika
8. Provide a report regarding outage notices and write up of CI's meeting notes from Denver County to be shared with the Committee – Kate Polesovsky
9. Send out the balance of the programming request schedule through December 2016 – Tony Anderson
10. Assignment of New Action Items – Shelia Reiner

6. Next Meeting					
Date:	October 19, 2016	Time:	9:30 a.m.	Location:	GoToMeeting 1(571)317-3122 213-267-741
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