MEETING PLAN

May 20, 2020 DCGC

1. **Call to Order and Initial Business** – Chair 9:00 – 9:05 am
   a. Roll Call – Chris Hochmuth
   b. Approval of minutes from 04.15.2020
   c. COVID-19 Update – Mike/Adam

2. **Old Business**
   a. **CDOR Update** – 9:05 – 9:45 am
      i. Vehicle Services Section (VSS) – Adam Wilms & Dylan Ikenouye
         1) COVID-19 (Corona Virus) Update – Adam
         2) Late Fee Discussion
         3) Call Center Metrics - Adam
         4) Online Services Report – Adam
         5) Top 4 Transaction Times – Dylan
         6) POD Update – Dylan
      ii. Business Innovation Group – Josh Johnson
      iii. Application Support Team (AST) – Sonia Sandoval
         1) Call Center Support and Testing
         2) Service Pack Update
         3) Prioritization of Bulk Fleet Renewal Management
      iv. Training Team – Michelle Martinez
         1) Training Team Update
      v. **DRIVES Budget** – Susan Wilson-Madsen
         1) Fy’20 Budget Period 9
   b. **OIT Update** – Cindi Wika 9:45 – 10:00 am
      i. Outage Report
      ii. Access Tracking Sheet
   c. **DPA** – Jerry Gentry 10:00 – 10:15 am
      i. Centralized Print and Mailing Training
      ii. FY’21 Bulk Centralized Printing Opt In/Out Period – Dylan/Jerry
d. **Sub-Committee and Working Group Update** – 10:15 – 10:25 am  
   i. Requirements, Clarification & Improvement (RCI) – Pam Nielsen  
      1) List of Current Topics  
      2) Equipment Requests (?)  
   ii. Financial Advisory Working Group (FAWG) – Kimberly Corell

3. **New Business** – Chair 10:25 – 10:45 am  
   a. Background checks for DRIVES and VPN – Flavio  
      i. Setting a Working Group  
   b. Appointment of New Members – Chuck  
   c. Late Fees during the Governor’s State of Emergency – Adam  
   d. Emergency Rule to extend Grace Period – Adam

4. **Public Comments** (Statements of interest or suggestions from the Public) – Chair  
   10:45 – 10:50 am

5. **Open Forum** (suggestions for action by the committee) – Chair 10:50 – 11:00 am

6. **Announce Next Meeting** – Chair

7. **Adjourn** – Chair

Next meeting is scheduled for May 20, 2020 at 9:00 am

Meeting agendas and information are available at:  
https://www.colorado.gov/pacific/dmv/colorado-drives-county-governance-committee