SIPA Board of Directors
Minutes of Meeting
December 6, 2018
12:00 - 1:30 p.m.
Ralph Carr Judicial Center, 1300 Broadway,
Room 1F (1st Floor), Denver, Colorado 80203

1. Call to Order

Chairman Michael Hartman called the meeting to order at 12:02 p.m.

Present in person: Irv Halter, Michael Hartman, Mary Kay Hogan, Bryan Smith (for Mindy Masias), Gilbert Ortiz, Hannah Parsons, Chris Myklebust (for Marguerite Salazar), Rep. Mike Weissman, Suzanne Staiert (for Secretary of State Wayne Williams), and Senator Rachel Zenzinger.

Present by phone: Gregg Rippy.


With 11 voting members or designees present, a quorum was established.

2. Meeting Business

a. Rep. Mike Weissman moved to approve the minutes of the Board of Directors meeting on November 1, 2018. The motion was seconded by Mary Kay Hogan. The motion was approved unanimously.
3. Transition Committee Update

*MOTION*: Pursuant to Colorado Revised Statutes § 24-6-402 (4)(b) and (4)(e), I move that the Board of Directors move into executive session to discuss with SIPA's legal counsel the Portal Integrator Contract.

Irv Halter made the motion that the Board of Directors move into executive session. The motion was seconded by Hannah Parsons. The motion was approved unanimously. The Board of Directors moved into executive session at 12:06 p.m.

The SIPA Board of Directors public meeting resumed at 12:46 p.m. following the executive session.

4. Executive Director Report

Jack Arrowsmith presented the Executive Director report.

- The BerryDunn report on its evaluation of state IT resources is in the Board’s Dropbox. Pages 62-67 particularly relate to SIPA. Mr. Arrowsmith said he spoke with David McCurdy, OIT's Chief Technology Officer, about the recommendation that OIT work with state agencies and SIPA to commission the formation of a multi-stakeholder council to focus on citizen engagement and digital government experience. There will be more discussion on this topic in the future. The report also recommends clarifying legislation defining the roles of OIT and SIPA. This process can be lengthy.
- Mr. Arrowsmith thanked the Board members who may be departing in the near future. Irv Halter and Michael Hartman were presented with awards for their service. Mr. Arrowsmith thanked all of the members of the Board for their service on the Board.
- Mr. Arrowsmith reported that SIPA recently hosted a representative from the Hungarian Prime Minister’s Office, who spoke about the state of government technology in his country. Hungary is having difficulty moving the public to the Internet because there are many well-staffed regional offices around the country.
that can conduct multiple in-person transactions with a wait time of approximately 15 minutes. Each of those offices is able to accomplish up to 25,000 different types of government transactions, and their citizens enjoy the services that are provided.

- SIPA is involved in 100 active projects in different areas of the state. The financial overview slide of the Dashboard shows net income above budget. Some of this variance is due to PERA liability being booked once a year and the micro-grant awards occurring near the end of the fiscal year. Chair Hartman asked about whether such expenses should be spread across all months of the budget year, and CFO Michael Steingrebe said he would discuss that question with COO Catherine Kunst.

- Mr. Arrowsmith reported that SLA performance has been good in recent months. However, October was a difficult month for Drupal response times due to a security update that impacted the manner in which the caching of the website works. Colorado Interactive’s General Manager, Mike Ansley, reported that the underlying problem was that pages that should have been cached were not, and that drove more lookups and slower response times. Improvements to memory utilization resulted in a significant improvement.

- Mr. Arrowsmith reported that there has been a dramatic increase in online transactions. This is due in some measure to the rollout of DRIVES, which includes functionality for online transactions. State Courts also had an increase. Jack Arrowsmith noted that there were increases in a number of different areas.

5. Colorado Interactive Report

- Mike Ansley, Colorado Interactive’s General Manager, presented the report. He took this opportunity to describe NIC’s focus on community service. NIC’s Pennsylvania portal was the team of the year in this area.

- Kate Polesovsky, Colorado Interactive’s Director of IT Operations, volunteers in a STEM (Science, Technology, Engineering, Mathematics) program at Adams
County School District 12. Businesses are connected with schools in need. They conducted an “hour of code” event. 38 participants were at the event and elementary school children were able to learn and complete coding projects.

- Ms. Polesovsky noted that the Colorado Technology Association may have some grant money for Adams County School District 14. If any members of the Board know of a business unit that would be interested in connecting with schools, they can contact her directly.

6. Adjournment

There being no other business, the meeting was adjourned at 1:13 p.m.