



AGENDA

Colorado DRIVES Governance Committee

Date: September 20, 2023. 9:00am- 11:00am

Location: Google Meet video [link](#)

Call in number (audio only): +1 218-301-2763 PIN: 778 284 588#

Organizer: Deidra Tjerandsen (Interim)

Meeting agendas and information are available at:

<https://dmv.colorado.gov/colorado-drives-county-governance-committee>

Presentation Materials for this meeting (and previous meetings) are available [here](#)

Call to Order

Roll Call- Deidra Tjerandsen

Chair- Electra Bustle- DOR	Vice Chair- Sheri Davis-Douglas	Henry Ammons-OIT	Michael Arrington-DOR	Jana Coen-Prowers
Carly Koppes-Weld	Lynda Scott-Otero	Ted Trujillo-Denver	Cristy Sulewski-Ouray	

Opening Business - Chair

- Approval of Minutes from 8.16.23
- Chair Updates

Items for Discussion and Vote -

- Equipment Requests from RC&I - Pam Nielsen
 - August 24, 2023: Request from Pueblo County for Pueblo County Drive-through window - 6 PCs, 2 Printers, 6 Desktop Scanners (\$4007.34), 6 Bar-Code Readers, Network connection & cabling (\$1600), a total of \$5607.34. Pueblo is completing the cabling but is asking for reimbursement.
- This request was approved via email on August 25, 2023 by the following committee members: Electra Bustle, Shari Davis, Lynda Scott, Ted Trujillo, and Henry Ammons. Pam Nielsen was notified via email. No further action required.

Working Groups Update

- Requirements, Clarification & Improvement (RC&I) Report - Pam Nielsen
- Financial Advisory WG (FAWG) Report- Mason Chaput
- DRIVES Upgrade - Nate Sexton

Partner Reports

- Vehicle Services - Kevin Kihn, VSS Deputy Director
 - Overall Slide Deck [link](#)
 - Electronic Vehicle Title & Registration (EVTR) a.k.a. Third Party Transactions Update
 - County Rejections
 - Online Services Report
 - Top four Transaction Times
 - KCW Pass Update Opt in Data
- Legislative Implementation - Shannon Streif
- DPA Update - Linda Stiles
- Innovation, Strategy and Delivery Group
 - ISD Leadership Update - Introduction to Claire Stewart
 - DRIVES Development Support - Steven Crandall
 - User Support Update - Sonia Sandoval
- Training Team - Michelle Martinez
- OIT Update - Cindi Wika
 - Outage Report
 - Access Tracking Sheet
 - Office 365 Update/Status
 - Onboarding and Offboarding and Rollout Plan by Date
- DRIVES Budget: July - Shenee Taylor

Old Business:

Date Added	Action Item	Responsible Party	Status
8/16/23	Provide a list of trainings to counties for staff that have not completed trainings by due date	Training Team	Completed: Our LMS Admin sent an email to all past due for DPPA to each county. This list has been reviewed and the only one's remaining on this list are those out on medical leave.
8/16/23	The DCGC expressed concerns about the New Hire Curriculum. Some would like their folks to be trained so they can train their own staff. Electra suggested a working group or a meeting	Training Team	Pending

	with those counties that have concerns.		
8/16/23	Address unresolved onboarding and offboarding & Rollout Plan by date	Cindi Wika	Cindi will discuss this on 9/20/23
8/16/23	Vehicle Services Data Sharing. DCGC expressed seeing duplicate information being provided. They would like to see TSU data in percentages & Transaction times by county (maybe remove some charts) too many and duplicative	Kevin/Noelle	Our presentation is being updated to address this concern.
8/16/23	Possibly Link VSS Dashboard to CCCA Website	Noelle	This link can be used to link to the CCCA website but I don't have access to the CCCA end of things. https://lookerstudio.google.com/reporting/1a848d64-be6b-440e-9996-752d1641b7cf/page/p_gwnawqkw7c
8/16/23	DCGC expressed having to request access to links. Noelle indicated she will open all links up	Noelle	https://lookerstudio.google.com/reporting/1a848d64-be6b-440e-9996-752d1641b7cf/page/p_gwnawqkw7c
8/16/23	Noelle asked DCGC if data could be presented differently		We will have a slide show that we print to PDF for the meeting.

New Business:

Member Comment

Public Comment (Statements or suggestions from the Public) - Chair

Open Forum (suggestions for action by the committee) - Chair

Announce Next Meeting - Chair
October 18, 2023, 9:00am-11:00am

Adjourn (Does not require a motion if agenda is complete) - Chair