



Colorado DRIVES Governance Committee

Date: November 16, 2022 9:00am- 11:00am

Location: Google Meet video [link](#)

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

Organizer: Helen Hayden

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 and Initial Business- Chair (5 minutes)

Roll Call- Helen Hayden

Approval of minutes from 10.19.22 (5 minutes)

Old Business-

Open Action Items

Action Item	Responsible Party
MIM Plan and recommendation	Michael Arrington – DOR/ISD
Update on onboarding training discussions with El Paso County	Michelle Martinez – DOR/DMV
RC&I and FAWG sub group governance documents with outlined roles and responsibilities	Jason Salazar – Denver County
<i>Tabled until January 2023</i> Creation of All Budget request process	Rosalie Johnson – DOR/DMV
Breakdown of DPA billing	Linda Stiles - DPA

New Business- Chair (30 minutes)

- Parks Pass Update - Rebecca Ferrell/Debbie Lininger
- New Committee members (Adam Wilms)
- New Motor Vehicle Manager Meeting (Adam Wilms)

Completed Action Items



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<u>Action Item</u>	<u>Responsible Party</u>	<u>Resolution</u>
Research on causation of uptick in issuances in August	Chris H – DOR/DMV	The spike in August is consistent with YOY historical issuances
Budget overview of line items and object codes we are able to spend on	Ryan Reather – DOR/Budget	Overview presented during the meeting and presentation sent out with Governance notes.
Update on any affect HB 22-1223 would have on DMV or DRIVES programming	Adam Wilms – DOR/DMV	Adam confirmed that there is no impact to DMV in either DRIVES or GENTAX
Add DCGC recordings to bi-weekly DRIVES update and DRIVES intranet	Sara Rawley - DOR/DMV	Sep. and Oct. Recordings are linked on the DRIVES Intranet

DPA update- Linda Stiles *(5 minutes)*

CDOR Update

Vehicle Services Section (VSS) *(10 minutes)*

- Third Party Transactions Update - Heather Cobler
- Call Center Metrics- Adam Wilms
- Online Services Report- Adam Wilms
- Top four Transaction Times- Christopher Hochmuth

Innovation, Strategy and Delivery Group *(20 minutes)*

- ISD Leadership Update- Melissa Lineberger
- DRIVES Development Support- Steve Crandall
- User Support Update- Sonia Sandoval

Training Team *(15 minutes)*

- Training Team Update- Michelle Martinez

DRIVES Budget *(5 minutes)*

- Q1 Budget Overview - Ryan Reather

OIT Update- Cindi Wika *(5 minutes)*

- Outage Report



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- Access Tracking Sheet

Working Groups Update *(25 minutes)*

Requirements, Clarification & Improvement (RC&I)- Pam Nielsen

- List of Current Topics
 - Equipment Request Update

Financial Advisory WG (FAWG)- Mason Chaput

Public Comment (Statements or suggestions from the Public)- Chair *(5 minutes)*

Open Forum (suggestions for action by the committee)- Chair *(5 minutes)*

Announce Next Meeting- Chair

December 21, 9:00am-11:00am

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