



Meeting Minutes

Name:	Colorado DRIVES County Governance Committee		
Meeting Date:	February 15, 2019	Organizer:	Chris Hochmuth
Meeting Time:	9:00 a.m. – Noon	Location:	Go To Meeting 1 (872) 240-3311 Access Code – 288-969-941 https://global.gotomeeting.com/join/288969941

Attendance					
Member	Organization	✓	Member	Organization	✓
Linda Shelton	Denver County	✓	Chuck Broerman	El Paso County	✓
Susan Bailey	Morgan County	✓	Mike Dixon	DOR-DMV	✓
Nathan Ruybal	Conejos County	✓	Flavio Quintana	DOR-DMV	✓
Beverly Wenger	Yuma County	✓	Elaine Hill	OIT	✓
Jean Alberico	Garfield County	✓			
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Adam Wilms	DOR	✓	Amanda Ross	Kit Carson	✓
Chris Hochmuth	DOR	✓	Cindi Wika	OIT	
Kimberly Corell	DOR		Eric Shannon	DOR	✓
Dylan Ikenouye	DOR	✓	Heidi Humphreys	DOR	✓
Eric Deffenbaugh	FAST	✓	Kevin Kihn	DOR	
Pam Samora	DOR	✓	Val Abramovich		✓
Katya Eremich	DOR	✓	Lauren Silva	DOR	✓
Amanda Weirs	Jefferson	✓	Lorri Dugan	DOR	✓
Patti Bender	Jefferson		Julie Fischer	Adams	✓
Lori Dugan	DOR		Kyle Boyd	DOR	✓
Ted Trujillo	DOR		Sarah Werner	DOR	✓



Meeting Minutes

Crystal Sandoval			Michelle Martinez	OIT	√
Brandi Simmons			Sonia Sandoval	OIT	√
Kayla Pacheco	Jefferson		Brian Honeycutt	Broomfield	√
Tammie Barnes	DOR		Patricia Markley	Jefferson	√
Pam Nielsen	Larimer	√	Jason Salazar	Denver	
Wendy Melanazzo	Adams		Merlin Klotz	Douglas	
Kevin Wyatt	Jefferson	√	Tasha Gomez	Elbert	
Sheri Davis	Douglas	√	Melissa Herek	Mesa	
Jason Grothaus	DOR		Suzanne Baca		√
Diana Hall	Boulder	√	Mike Sexson	DPA	
Ryan Reather	DOR		Joan Lopez		
Josh Zygielbaum	Adams	√	George Stern	Jefferson	√
Tiffany Parker	La Plata	√	Pam Bacon		
Brenda Noss		√	Erica	FAST	
Michael Ayers			Noelle Peterson	DOR	
Tina Peters	Mesa	√	Dallas Schroeder	Elbert	√
Jonathan Arebalos		√	Tessa Borklund	Delta	√

Meeting Minutes

1. **Call to Order** – Chair 9:00 am
 - a. Roll Call – Chris Hochmuth called the role a quorum was present

1. **Old Business** –
 - a. Report by the Technical Committee on SOT refund data – Adam Wilms reviewed the data indicating it took longer than expected; the data was sent out to the counties yesterday. The technical committee isolated some one-offs, but is confident in what data was sent out to the counties. Adam then discussed the data that was sent and how it was organized. It will be up to the counties to determine how they want to deal with some of their individual customers aside from the greater refund issued by the State. There will need to be a final cutoff date, until then the counties should continue working the data. The counties can



Meeting Minutes

provide the data back to the State that is good for a refund, the balance will be handled at the County. Adam presented the refund flow process (see power point). Adam discussed the process of undeliverable checks coming back to the State, how they will be sorted by County and sent back out for counties to work or just sent to the Treasurer for the Great Colorado Payback. Adam then discussed the refund letter and a FAQ list, which will be provided the counties. Adam asked the committee to establish a cutoff date and to approve a plan for the undeliverable checks.

b. SOT Plan adoption – Chuck Broerman liked the plan Adam had presented and asked for discussion on the plan. Jean agreed with Chuck, and asked for undeliverables to be sent to the Counties. Susan agreed with Jean on both, as did Beverly and Nathan. Everyone thought this should happen sooner rather than later. Julie had an issue with the Preemie's but thought it could be handled separately. Chuck asked about the process for those checks that ultimately cannot be located. Adam explained the 180 days to find the customer; at the end of the 180 days, if the check is uncashed, the check is automatically voided and the funds automatically reverted to the Great Colorado Payback, counties need do nothing. Linda at Denver wanted a week to verify the data. Jason echoed Linda's concerns and did not really trust the data until he could spend some time to look at it. Chuck asked if the process could be split into two runs, the 99% they were sure of and then the remaining 1% that could be worked and verified later. Jean was concerned about the two dates, the one where they cut off doing transactions (and correcting transactions) and the date for finalizing the data and the final transaction date to fix before the State takes over. There was then a series of questions and answers for Adam and Kimberly Corell regarding some of the financials. Chuck asked for a motion to proceed with Adam's Plan. Susan made a motion to adopt and Susan 2nd. Chuck called the vote and it was approved unanimously. Chuck then asked for a cutoff date for the data. Linda noted there are many counties who are not participating who will need detailed communication about the plan and dates. Jason reiterated his concern about not spending proper time to vet the data, noting that he thought it was reckless. Morgan, El Paso, Yuma and Boulder County stated their confidence in the data on tab one. Mike Dixon noted this data has been out for a while. Linda wanted to spend a little more time to make sure it is right but also noted that she reviewed and had confidence in the data on line one. Flavio asked FAST Enterprises (Nicole K.) to clarify what waiting an additional 5 days would look like. She indicated they have a meeting on it this afternoon. They still believed the approximate two weeks was still good, she did remind everyone it still need to be tested. Chuck asked Linda if she could meet a Friday deadline, she said she could. Chuck proposed a deadline of 2-22-2019 and to confirm opting in or



Meeting Minutes

out for the refund process. Adam also asked the committee to consider those counties who did not respond with an opt in or out will be automatically opted out. Chuck re-asked for a motion for data to be reviewed by 2-22-2019 and to notify Adam by COB if they are opting in or out. Flavio made the motion Linda 2nd , the motion carried unanimously. Chuck asked what happened to those funds that were less than \$10 and not refunded. Adam noted it would be county retained funds and not credited to the customer. It will then be up to the Counties to determine what to do with those funds. Adam then discussed again the communication going out and the plan and directions the counties will need to follow. Chuck reiterated counties that do not make an opting decision would default to opting out.

c. FAST Preemie Project Plan Timeline – Nicole K. presented on behalf of Eric. She indicated they had the list of affected vehicles and they are working through these and are excluding those that have moved, sold or have the correct information – THIS WILL BE FROM 2-12-2019 TO 3-8-2019. They will test the age of service in staging on 3-8-2019 to 3-18-2019 and give to VSS to verify and then from 3-18-1- to 3-29-19 VSS will test. On 4-1-2019, they are hoping to have approval from Ben Mitchell to roll out into production as it affects live data. This will then take effect on the May renewals.

1. **Open Discussion** – Chair
 1. None
1. **Public Testimony** – Chair
 1. None
1. **Assignment of Action Items** – Chair
1. **Next meeting** – Chair 10:00

Adjourn – Chair

Adjourn – Chair – adjourned at 10:09 am

Next meeting is scheduled for 2-20-2019

Meeting adjourned at 10:09 a.m.

Approved versions of the Committee minutes are archived in the DRIVES Google folder "County DRIVES Governance Committee – Minutes".