



MEETING PLAN

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|----------------------|----------------------------|-------------------|--|
| Name: | Colorado DRIVES County RCI | | |
| Meeting Date: | May 9, 2019 | Organizer: | Trina McCray |
| Meeting Time: | 1:30 pm – 4:30 pm | Location: | Go To Meeting 1 (872) 240-3412 Access Code – 264-104-285 https://global.gotomeeting.com/join/264104285 |

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|---------------------------|
| Purpose of Meeting |
| TBD |

| Attendance | | | | | |
|-------------------|---------------------|----------|------------------------|---------------------|----------|
| <u>Member</u> | <u>Organization</u> | <u>√</u> | <u>Member</u> | <u>Organization</u> | <u>√</u> |
| Pam Nielsen Chair | Larimer County | | Jason Salazar Co-chair | Denver County | |
| Brian Honeycutt | Broomfield County | | Tasha Gomez | Elbert County | |
| Sheri Davis | Douglas County | | Nicole Jaramillo | Alamosa County | |
| Lauren Silva | DOR-VSS | | Eric Shannon | DOR-Controller | |
| Cindi Wika | OIT | | Wendi Milinazzo | Adams County | |



MEETING PLAN

04.24.19 Meeting Agenda

1. Call to Order
 - 1.1. Roll Call – Trina McCray
2. Old Business
 - 2.1. Approval of Previous meeting's Minutes (03/27/19, 4/10/19, 04/24/19)
 - 2.2. Past Action Items Review
 - 2.2.1. Repeat MH search process in daily communication (from March 13) - Lauren & Noelle
 - 2.2.2. Correspondence options on DRIVES internet - Pam to reach out to Kyle
 - 2.3. DV letter review
 - 2.4. SQR
 - 2.4.1. Testing/Production Update – Lauren
 - 2.4.2. SQR Review, update on SQR Meetings – Lauren
 - 2.4.2.1. Score Sheet Update - Jason
 - 2.5. FAWG Committee Update - Kimberly
 - 2.6. Record searches hitting NMVTIS versus Lexis Nexis searches - Jim
 - 2.7. Title Application process Update - Jim
 - 2.8. Access Request processes and cancellations of accounts - Cindi
 - 2.8.1.1. OIT Policy review
 - 2.8.1.2. Process Flow
 - 2.8.1.3. Form a job aid?
 - 2.9. Security level group definitions
 - 2.9.1. Clean up of Admin issues - Brandon Davis
 - 2.9.2. 3345192 - User security list - had at roll out - Brandon Davis
3. New Business
 - 3.1. Clerk Hire Fee - Kevin
4. SQR Review if time allows
5. Open Discussion
6. Public Testimony
7. Assignment of Action Items
8. Next meeting
9. Adjourn



MEETING PLAN

Parking Lot Items for future meetings (scheduling pending):

1. DMV Proposal for Crediting of Vehicle Registration Fees and Taxes
 - 1.1. Redraft review – Adam (Leave on agenda - Review after system stabilizes)
2. Application Support Call Template - Sonia (Scheduled for May 22)
3. Prioritizing SQR's - Urgent, Escalation, High etc. - Sonia (Scheduled for May 22)
4. Scoping Document and Service Desk Process - Sonia
5. CA Ticket Training - Amy & Sonia Scheduled for May 22)
6. Flow Chart of SQR process - Amy & Sonia
7. Preemie - Review proposal - Eric & Adam
8. Equipment Requests
9. SQR 14388 - PWD permit project



MEETING PLAN

| Next Meeting | | | | | |
|-----------------|--------------|--------------|---------|-----------------|--|
| Date: | May 22, 2019 | Time: | 1:30 pm | Location | Go To Meeting 1 (872) 240-3412 Access Code – 264-104-285 https://global.gotomeeting.com/join/264104285 |
| Purpose: | TBD | | | | |