



MEETING PLAN

May 15, 2019 DCGC Meeting Plan

1. **Call to Order** – Chair 9:00 am
 - a. Roll Call – Trina McCray 9:00 – 9:05 am
 - b. Approval of minutes from 04.17.2019 - Chair 9:05 – 9:10 am

2. **Old Business**
 - a. DRIVES Issue Tracker – Ted Trujillo 9:10 – 9:25 am

 - b. OIT Update – Cindi Wika 9:25 – 9:30 am

 - c. DOR Update – 9:30 – 10:00 am
 - i. Production Support Team (PST) – Sonia Sandoval & Eric Deffenbaugh
 - ii. Training – Michelle Martinez
 - iii. Vehicle Services Section (VSS) – Kevin Kihn
 - iv. DPA Bulk Centralized Printing Opt In/Out – Dylan Ikenouye

 - d. Sub-Committee and Working Group Update – 10:00 – 10:15 am
 - i. Requirements, Clarification & Implementation (RCI) – Pam Nielsen
 - ii. Financial Advisory Working Group (FAWG) – Kimberly Corell

3. **Action Items** – 10:15 – 11:00 am

4. **New Business** – Chair 11:00 – 11:30 am
 - a. Communication Frequency – Sarah Werner
 - b. Decision Request regarding Outage Letter Template – Pam Nielsen
 - c. Decision Request to amend the Governance Charter – Kevin Kihn
 - d. Decision regarding Title Complete Cards - Pam Nielsen
 - e. ITI/DRIVES issue - Chair

5. **Open Discussion** – Chair 11:30 – 11:45 am

6. **Public Testimony** – Chair 11:45 – 11:50 am



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7. **Assignment of Action Items** – Chair 11:50 – 12:00 pm
8. **Next meeting** – Chair 12:00 pm – 12:05 pm
9. **Adjourn** - Chair