



November 20, 2019

1. **Call to Order** – Chair 9:00 am
 - a. Roll Call – Trina McCray 9:00 – 9:05 am
 - b. Approval of minutes from 10.16.19 - Chair 9:05 – 9:10 am

2. **Old Business**
 - a. Service Pack – Sonia Sandoval 9:10 – 9:15
 - b. OIT Update – Cindi Wika 9:15 – 9:25 am
 - i. Data Access Tracking Sheet and Waiver for Account Reinstatement
 - ii. Service Level Commitment
 - iii. Outage Report
 - iv. Cradle Point and Network Redundancy Update
 - v. Equipment Needs

 - c. CDOR Update – 9:25 – 9:50 am
 - i. Application Support Team (AST) – Sonia Sandoval
 - i. SQR Tracking Update with instructions on accessing the SQR Report
 - ii. Call Center Support and Testing
 - ii. Training Team – Michelle Martinez
 - i. Training Team Update
 - ii. FAP Training
 - iii. Vehicle Services Section (VSS) – Adam Wilms & Dylan Ikenouye
 - i. DRIVES Preemie Update and Communications Packet - Adam
 - ii. Top 4 Transaction Times - Dylan
 - iii. 2020 Year Tab Inventory - Dylan
 - iv. DRIVES Budget – Susan Wilson-Madsen
 - i. Fy'20 Budget Period 3

 - d. DPA – Mike Lincoln 9:50 – 10:00 am
 - i. Bulk Printing Dashboard Vendor Assessment

 - e. Sub-Committee and Working Group Update – 10:00 – 10:20 am
 - i. Requirements, Clarification & Improvement (RCI) – Pam Nielsen
 - 1) Equipment request (Douglas County)



- 2) Duplicate Registration Fees
 - 3) Name Change
 - 4) WY Title
 - 5) SVID with Duplicate Titles
 - 6) Calling all Testers
 - 7) New T&R Manual
 - 8) Kiosk Records in DRVIES
 - 9) SQR's in Production
 - 10) Bulk Renewal Process
 - 11) Duplicate Title/Lien Update
 - 12) Duplicate Title Working Group
 - 13) Application Tracking
 - 14) SOT Verification
- ii. Financial Advisory Working Group (FAWG) – Kimberly Corell
3. **New Business** – Chair 10:20 – 10:35 am
 - a. Governance Charter Addendum Proposal – Mike Dixon
 - b. Master Kiosk Contract – Mike Dixon
 4. **Decision Request** – Chair 10:35 – 10:45
 - a. Static vs. Dynamic Renewal Card Fees – RCI
 5. **Open Discussion** – Chair 10:45 – 10:50 am
 6. **Public Testimony** – Chair 10:50 – 10:55 am
 7. **Assignment of Action Items** – Chair 10:55 – 11:00 am
 8. **Next meeting** – Chair
 9. **Adjourn** – Chair

Next meeting is scheduled for December 18, 2019 9:00 am



DCGC MEETING PLAN

Meeting agendas and information are available at:

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