

CSTARS COMMITTEE MEETING MINUTES
 July 15, 2015
 1881 Pierce St. – Boards and Commissions Conf. Rm.
 Lakewood, CO 80214

CSTARS Committee Members Present:

Member	County	Present:	Via telephone:	Absent:
Chair-Sara Rosene	Grand County		√	
Jean Alberico	Garfield County		√	
Bo Ortiz	Pueblo County		√	
Garland Wahl	Washington County		√	
Matt Crane	Arapahoe County	√		
Shelia Reiner	Mesa County		√	
Krystal Brown	Teller County			√

Name	County/Agency	Representing	Present:	Via telephone:
Tony Anderson	Division of Motor Vehicles	Title and Registration Section	√	
Jackie Campbell	Mesa County	CARS Committee		√
Kathy Chase	Governor's Office of Information Technology	OIT	√	
Robb Chiles	Governor's Office of Information Technology	Budget	√	
Mike Dixon	Division of Motor Vehicles	DOR & DMV	√	
Libby diZerega	Governor's Office of Information Technology	Trainers	√	
Tony Frazzini	Denver County	DRIVES Steering Committee	√	
Janet Gard	Division of Motor Vehicles	Budget		√
Diana Hall	Boulder County	CARS Committee representing Washington County		√
Dylan Ikenouye	Division of Motor Vehicles	Title and Registration Section	√	
Amanda Krager	Department of Revenue	OBFS	√	
Terri Krupke	Governor's Office of Information Technology	OIT	√	
Victoria Krupke	Arapahoe County	CARS Committee	√	
Dannette Matthis	Governor's Office of Information Technology	OIT	√	
Pam Nielsen	Larimer County	CARS Committee representing Chaffee County		√
Kate Polesovsky	SIPA	Colorado Interactive	√	
PJ Taylor	Denver County	CARS Committee representing Grand County	√	
Royal Taylor	Division of Motor Vehicles	Budget	√	
Norma Trickey	Boulder County	DRIVES Steering Committee		√

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Cindi Wicka	Governor's Office of Information Technology	Project Management		√
Patrick Flanagan	Division of Motor Vehicles	Title and Registration Section	√	
Noelle Peterson	Division of Motor Vehicles	Title and Registration Section		√
Rhonda Johnson				√
Chris Hochmuth	Division of Motor Vehicles	Title and Registration Section		√
Lorri Dugan	Department of Revenue		√	
Heather Joyce	Jackson Kelly P.C.	n/a	√	
Ken Gurule	Governor's Office of Information Technology	OIT	√	

Sara called the meeting to order at 9:33 a.m.

The style, format, and content of the minutes were discussed.

The June 17th minutes were approved as corrected (date correction in the header from May 20th).
 The June 19th minutes were laid over until next month. *[Please refer to the recording and the transcript @ page 4, line 4 for further details.]*

Kate Polesovsky:

Kate gave the updates for SIPA and Colorado Interactive. *[Please refer to the recording and the transcript @ page 8, line 12 for further details.]*

Mike Dixon:

Mike gave the Department of Revenue's report, it involved no action items. *[Please refer to the recording and the transcript @ page 9, line 14 for further details.]*

Tony Anderson:

Tony made the Title and Registration presentation. *[Please refer to the recording and the transcript @ page 12, line 7 or presentation-handouts for further details.]*

Royal Taylor & Amanda Krager:

Royal gave the CSTARS projections, revenue and budget updates. *[Please refer to the recording and Transcript @ page 16, line 21 or presentation-handouts for further details.]*

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Amanda gave an overview of the State Budget Process. *[Please refer to the recording and Transcript @ page 17, line 6 or presentation-handouts for further details.]*

Royal gave a presentation on CSTARS FY 2015-16 Appropriation including the License Plate Cash Fund. *[Please refer to the recording and Transcript @ page 17, line 22 or presentation-handouts for further details.]*

Amanda promised a line by line on the CSTARS budget for the August meeting. Sara asked to have it prior to the meeting; Amanda said she'd try to have it a week before. *[Please refer to the recording and Transcript @ page 29, line 10 or presentation-handouts for further details.]*

Dannette Matthis:

Dannette, along with Kathy Chase, lead the OIT presentations focusing on the Release Process flow. *[Please refer to the recording and Transcript @ page 30, line 20 or presentation-handouts for further details.]*

Libby diZerega:

Libby presented the OIT Trainers updates. *[Please refer to the recording and Transcript @ page 32, line 17 or presentation-handouts for further details.]*

Matt Crane: *[Transcript @ page 33, line 30]*

Matt noted his frustration with OIT's inability to provide data that has been requested over and over again, and asked if there was a bigger issue as to why this information isn't being provided. Dannette and Amanda discussed these expectations and when they could be made available. No specifics were offered, but Dannette believed it could be provided even though it would not tie all the way through with the billing.

Matt pressed for deliverables from Dannette. Danette said she could provide the same information she provided Sara at Conference, within the week.

Pam Nielsen:

Pam reported on the CARS committee activities.

CARS proposed that the collection (only) of email addresses and cellphone for texting should go forward. They noted a policy needs to be created (via a subcommittee lead by P.J. Taylor) and to partner with CI to share and combine and exchange the information. A Program request is necessary and CARS provide that for prioritization.

Pam asked for a motion from CSTARS to move forward with this process. Sheila moved to have the collection of emails/cell phone numbers move forward. Matt 2nd the motion, it passed unanimously.

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CARS approved the paper process change (from post card paper to rolls of paper) at DPA and is proposing that CSTARS approve this as well. This allows for color renewal cards to start in August for September. Pam asked for a motion from CSTARS to move forward with the new paper process. Bo made the motion and it was 2nd by Jean. The motion passed unanimously.

Pam made the following equipment requests:

- Denver County – is asking for 10 PC's and 6 printers and all of the necessary network pieces at a cost of \$36,000 and \$630/year in maintenance. Inventory is available but CARS didn't know if there needed to be legislative approval in the Long Bill. – CARS needs direction regarding this policy. CSTARS agreed that if inventory was available, using the budget cycle was unnecessary. It was moved by Sheila and 2nd by Matt. Motion passed unanimously.
- El Paso County – asking for 3 PC.'s and 1 printer for their customer service center, inventory is available, no cabling is necessary. – CARS Approved. Jean moved to approve this request, it was 2nd by Sheila. Motion passed unanimously.
- DOR Com Center is asking for 1 PC for law enforcement support. – CARS Approved. It was moved by Matt and 2nd by Shelia to approve the request. Motion passed unanimously.

DeDe Shallert from Teller County is the new CARS member.

[Please refer to the recording and Transcript @ page 37, line 13 or presentation-handouts for further details.]

There being no further business....

Sara adjourned the meeting at 12:04 p.m. *[Please refer to the recording and Transcript @ page 53, line 22 or presentation-handouts for further details.]*

The Next meeting will be Wednesday, June 17, 2015 9:30 a.m. at the Boards and Commissions Conference Room at DOR – 1881 Pierce St., Lakewood, CO 80214 and via GoToMeeting.