

CSTARS COMMITTEE MEETING MINUTES
 January 11, 2015
 1881 Pierce St. – Boards and Commissions Conf. Rm.
 Lakewood, CO 80214

1 **CSTARS Committee Members Present:**

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

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Name	County/Agency	Representing	Present:	Via telephone:
Tony Anderson	Division of Motor Vehicles	Title and Registration Section		√
Libby diZerega	Governor's Office of Information Technology	Trainers		√
Diana Hall	Boulder County	CARS Committee representing Washington County		√
Terri Krupke	Governor's Office of Information Technology	OIT		√
Victoria Gallegoes	Arapahoe County	CARS Committee		√
Rhonda Johnson				√
Chris Hochmuth	Division of Motor Vehicles	Title and Registration Section		√
Jack Arrowsmith	SIPA	Colorado Interactive		√
Paul Nadeau	Governor's Office of Information Technology	Trainers		√
Dayton Harbo	Governor's Office of Information Technology			√
Tammy Barnes				√
Shelia	La Plata County			

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Shelia convened the meeting at 4:30 pm

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Roll was taken and a quorum was present.

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CARS Emergency Release Report – Pam Nielsen: Pam was not yet present so Shelia asked Terri for some background on Emergency Releases and how they used to work, which he did. He noted that once the fix tested out in OIT, then they'd ask the County who reported it to test it and once confirmed there, they would release it.

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1 Shelia also asked what constituted an emergency. Terri gave examples – Fees, end of day,
2 balancing etc. If there was an acceptable work around, then it wasn't typically an emergency.

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4 Shelia also asked Terri to explain the fixes he had already rolled out. Buckets not being big enough,
5 exempting fees and then renews causing end of day balancing. Coding went out today to fix these.
6 Jean had some other fees that she hoped would be discussed. Terri went on and discussed various
7 fees and day end reports that are being worked on, tested and ready to go out that were on his
8 "critical" list (not provided). ***[Please refer to the recording for a detailed explanation of all fees***
9 ***and reports discussed.]***

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11 Jean discussed her book keeper's issues about random \$8 credits that were showing up. Terri was
12 aware and addressed the fix that went out on 1/8/2016 to fix it.

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14 Shelia then asked Terri to address the non-critical items, which he did. Mostly the items are being
15 addressed and tested; some ready to be released some not yet ready. The Registration Receipt
16 items have not yet been worked as they have not been deemed end of day/emergency items. Terri
17 also discussed the Fast Balance report and it's testing. He also discussed the Exempt plate's
18 renewals. He believed a clean-up could be conducted with the 1/23/2016 release.

19
20 Sheila from La Plata County wanted Terri to discuss the \$4 Clerk Hire fee on SMM 2% rentals, which
21 he did especially with regards to post cards and declaration sheets that had already been sent out.
22 Terri thought that the Bulk Fleet Renewal program would be removed for a couple of days to check
23 out the programming. Shelia also asked about the Dealer Plates and the fees that it was charging.
24 Terri said he'd have a look at it as he hadn't seen it yet.

25
26 Jean noted that there might be more critical issues coming up and if there would be additional
27 meeting(s) or just ask Terri to fix them. Sheila from Mesa wanted to be sure that CSTARS would be
28 kept informed so that everyone would know what was happening.

29
30 Sheila asked for a motion to address the critical issues. Matt made the motion, and Garland 2nd the
31 motion. Jean clarified that these are items that are interfering with end of day or end of month to
32 include something that inhibits the ability of Counties to perform their business. Sheila called the
33 vote, it was unanimous in favor.

34
35 Shelia instructed Terri to move forward, noting that there would be continuing/follow up discussion at
36 the next regularly scheduled meeting on January 27, 2016.

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38 Meeting adjourned at 5:04 p.m. . *[Please refer to the recording and or presentation-handouts for*
39 *further details.]*

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42 The Next meeting will be Wednesday, January 27, 2016 9:30 a.m. at the Boards and Commissions
43 Conference Room at DOR – 1881 Pierce St., Lakewood, CO 80214 and via GoToMeeting.