

Minutes of Board Meeting
July 12, 2017
10:00 a.m.
Conference Call

Present

David Connell, Chairman
Jeff Wigington
Hubert Parker
Jeff Markey
Wallace Coopwood
Bob Pierce
Rachel Little
Britt Fleck

Not Present

Jim Cole

Also, attending the meeting from the Attorney General's Office was Amy Radley, and the DDS Executive Staff.

Establish Quorum/Call to Order

Chairman David Connell confirmed the presence of a quorum and called the conference call meeting to order at 10:00a.m.

Approval of Minutes

Chairman Connell called for a motion to approve the minutes from the June 14, 2017 Board meeting. A motion was made by Wallace Coopwood to approve the regular meeting minutes as presented; Bob Pierce seconded the motion with unanimous approval by the remaining Board members.

Commissioner's Report

Commissioner Moore thanked the Board member's for being on the call. Commissioner Moore reported on the following:

- He thanked IT staff for programming new legislation: HB 136, SB 219, SB 176 and HB 205.
 - He pointed out that more than 2,100 hours of programming had gone into the new legislative changes.
- Finance & HR teams reached an agreement with Columbus Tech to provide training for the new Card Production Services (CPS). This partnership is projected to save the State almost \$920,000.
- Governmental Affairs and Communications Division along with our Legal Department held Legislative updates around the state for various stakeholders.

- Governmental Affairs & Communications Division & HR prepared Employee Assistance Program (EAP) Posters for HR to distribute to all CSC's and throughout HQ.
- Legal Division completed HB 205 training for DDS team members and they also trained Municipal Court Judges.
- Project Management Office submitted Strategic Plan to Office of Planning & Budget (OPB).
- Regulatory Compliance Division conducted a Driver's License Advisory Board (DLAD) physician visit and a High Demand Career Initiative Full Logistics Task Force Meeting.

Commissioner Moore updated the Board on DDS strategic procurements.

- DRIVES is one of the largest projects of the agency's history. DDS is partnering with the Department of Revenue to have all driver data from both agencies in a single data base. This will provide a major customer service improvement for Georgians.
- The Card Production (CPS) Project is under protest. This is a process very similar to what happened in 2009.

Jeff Smith (CIO) gave an update on the DDS Mobile Services Project App.

- Vendor - Scope IT Consulting (Kick-off meeting 07-13-17)
- App will provide easy access to driver's record
 - Personal Info
 - Points / Suspensions / Citations
 - Renewal Notices
 - Changes in Driver Status
- It will provide push notifications
 - New laws and regulations
 - News bulletins
- It will allow for easy completion of Online transactions

Tom Komjathy (Motorcycle Safety Manager) updated the Board on the Georgia Motorcycle Safety Program (GMSP) Restructuring.

- Current/Projected Program Structure
 - Restructure – GMSP state program will reduce and ultimately eliminate its training of customer's over a two-year period. This will allow DDS to not compete with programs it regulates.
 - Recent Actions – Closed state run site in Conyers on 07-01-17.
 - Next Step – Close Locust Grove site on October 1st with remaining sites and dates to be determined.

Commissioner Moore concluded his report highlighting the great work of the entire DDS team over the last fiscal year. We served 4.3 million customers in fiscal year 2017. We served 95.97% of those in 30 minutes or less. The average statewide wait-time was 0:10:25. The last 3 months of this past fiscal year resulted in 98.2%, 98.5% & 98.4% service level, these are all historical records and have never been done consecutively over a 3-month period.

Rules for Initial Approval

Angelique McClendon, General Counsel, presented the following rules:

375-3-1-.35 Open Records Requests

Jeff Wigington moved to approve the initial rules for adoption; Wallace Coopwood seconded the motion with unanimous approval by the remaining Board members.

Rules for Final Approval

Angelique McClendon, General Counsel, reviewed the following rules:

375-5-1-.24 Driver Improvement Gratuities

375-5-6-.32 DUI Gratuities

Hubert Parker moved to approve the final rules for adoption; Britt Fleck seconded the motion with unanimous approval by the remaining Board members.

Citizen Waivers

Margaret Middlebrooks - She is seeking a Georgia ID in the name of Margaret Middlebrooks. She is 75 years old. She is missing her birth certificate because she was born at home. She tried two different birth certificate searches. They both came back, Birth Not Found. She has her school records, immunization record, marriage license, FL driver's license, medical record, insurance documents, S/S card and a Numident.

Wallace Coopwood moved to approve the waiver; Bob Pierce seconded the motion with unanimous approval by the remaining Board members.

William Muhammad - He is seeking a Georgia driver's license in the name of William Muhammad. He is 48 years old. His birth certificate shows a different name from the current name. He has his school diploma, car payment plan, tax returns, daughter birth certificate, divorce document, bankruptcy document, S/S statement, vehicle title and S/S card. All documents have different names. He says he went through a "common law process" of changing his name in 1996. There is no common-law process for name change. Legal has advised him that he could seek a court-ordered name change or a passport. He has no court name change documents. He has not sought a passport.

Jeff Wigington moved to deny the waiver; Bob Pierce seconded the motion with unanimous denial by the remaining Board members.

Regenia Tuggle - She is seeking a Georgia ID in the name of Regenia Maria Tuggle. She is 61 years old. She is missing a marriage license. She has a Georgia ID that expired, birth certificate, medical review documents, marriage certificate search, power of attorney, Numident, W-2 form, tax returns, employment badge from the federal government and S/S card.

Jeff Wigington moved to approve the waiver; Wallace Coopwood seconded the motion with unanimous approval by the remaining Board members.

New or Old Business

The Board voted to close the meeting and enter Executive Session. Hubert Parker moved to close session; Wallace Coopwood seconded the motion with unanimous approval by the remaining Board members. The affidavit supporting closing the public meeting is attached.

Wallace Coopwood suggested to adjourn the Executive Session; The Board members agreed to conclude the Executive Session. The Board went back into the public meeting.

The Board voted to approve a 2% salary increase for the Commissioner consistent with the Governor's recommendation for state employees meeting performance expectations.

Wallace Coopwood moved to approve the increase; Bob Pierce seconded the motion with unanimous approval by the remaining Board members.

The next Board meeting will be held on August 9, 2017.

Adjournment

There was no further business to discuss; Chairman David Connell called a motion to adjourn. A motion was made by Wallace Coopwood and seconded by Britt Fleck with unanimous approval by the Board.

Respectfully Submitted,

Jeff Wigington