

**Motorist Modernization Advisory Board – Phase I Monthly Meeting**  
**Tuesday, February 9, 2021**  
**1:00 to 2:00 PM, EST**  
**VIA: GoToMeeting**

**Invitees**

Ed Broyles  
Pace Callaway  
April Edwards  
Kevin Bailey  
Mary Ross  
William Washington  
Lisa Cullen

**Representing**

FLHSMV  
FLHSMV  
FLHSMV  
FLHSMV  
FLHSMV  
Florida Court Clerks & Comptrollers  
Florida Tax Collectors

**Agenda**

- Roll Call
- Welcome
- Review and Approval of Last Meeting Minutes
- Stakeholder Outreach Update
- MM Phase I Program Update
  - Implementation Update
- Communications Update
- Q&A
- Adjourn

**MOTORIST MODERNIZATION ADVISORY BOARD PHASE I**  
**Monthly Meeting Minutes**  
**Wednesday, January 20, 2021**  
**1:00 to 2:00 PM**  
**VIA: GoToMeeting**

**WELCOME AND INTRODUCTIONS**

- The meeting was called to order at 1:00 p.m. Terrence Samuel began the meeting by welcoming the attendees and proceeded with the roll call of board members.

Advisory Board members present included:

- Mary Ross
  - Ed Broyles
  - Pace Callaway
  - Lisa Cullen (absent)
  - April Edwards (absent)
  - William Washington
  - Kevin Bailey
- Additional FLHSMV members included: Terrence Samuel, Kristin Green, Rachel Graham, Cathy Thomas, Mike Anderson, Felecia Ford, Craig Benner, Jessica Espinoza, Koral Griggs, Brenda Washington, Stacey Bayyari, Chad Hutchinson, Laura Freeman and Scott Lindsay.
  - Visitors included: Michelle McGinley from Accenture, Melvin Cox, Beth Allman, and Gary Axtell with FCCC, Jessica Lanese with Department of Management Services, and Beth Williams with Auto Data Direct also attended.

**REVIEW AND APPROVAL OF THE LAST MEETING MINUTES**

- Rachel Graham reviewed the meeting minutes from December 15, 2020. No corrections or comments were identified. A motion to approve the minutes was accepted by the board members and the December 15, 2020, meeting minutes were approved.

**STAKEHOLDER OUTREACH**

- Terrence Samuel stated the team has been scheduling ORION implementation meetings with the Tax Collector (TC) offices for each county.

**IMPLEMENTATION UPDATE**

- Michelle McGinley stated Waves 0A – 0F have been completed. Implementation has been completed in the following FLHSMV offices and Tax Collector offices: Sunrise (R03), Margate (R06), Hialeah (S05), Justice Center (S12), Miami Central (T02), Florida City (T06) and Titusville Government Center North (DL Inquiry Only). Upcoming activities included:
  - Rolling 4-week Transition
    - Saturday, January 23, 2021
      - TC Offices: Lee County (Self Third Party Cashiering) & Monroe County
    - Saturday, January 30, 2021
      - TC Offices: Collier County, Indiana River County & 2 Offices for Lee County (same location)
    - Wednesday, February 2, 2021

- TC Offices: Charlotte County & Hendry County
  - Saturday, February 6, 2021
    - TC Offices: Charlotte County, Martin County & St. Lucie County
- Remaining BAR Offices – January 2021 forward
- DL Renewal Notices (first execution) – January 2021 forward (April)
- FLOW Mobile Installations – Late April 2021
- MyDMV Portal Full Launch (i.e., VO taken down) – Late March 2021

**SYSTEM PERFORMANCE UPDATE**

- Chad Hutchinson stated overall the system is performing as expected. He stated there have been some stability issues reported with Biztalk and the team has engaged Microsoft to assist in resolving these.

**COMMUNICATION UPDATE**

- There was no communication update at the meeting.

**Q&A**

- There were no questions or concerns from members present.

**ADJOURNMENT**

- Mr. Samuel adjourned the meeting at approximately 1:10 p.m.
- The next Advisory Board Meeting for Phase I is scheduled for February 9, 2021.

**Note: Handouts at this meeting included:**

*Consolidated in a meeting packet and emailed to members:*

MM Advisory Board Agenda	1 Page
MM Advisory Board Monthly Meeting Minutes (12/15/20)	3 Pages
Financial Review	8 Pages
Phase I Implementation Update – Key Enablers	1 Page



# Motorist Modernization Phase I February 9, 2021

FLHSMV MM PHASE I – ADVISORY BOARD UPDATE

# Informatica / Data Team Update

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## Legacy System Issues (FDLIS):

- Continued monitoring of Legacy related system issues

## Data Seeding / Patching :

- Investigating FR sanctions without Sanction actions
- Investigating Records with “invalid” values causing errors to occur in Motorist Maintenance
- Investigating Revocation Information not found on the detail table; data patch to repair data inconsistencies
- CDL and CDL Med Cert – various data patches built to reconcile data inconsistencies per direction from business
- Bulk batch transcripts – various data patches built and completed to repair data inconsistencies per direction from the business
- Continuing to assist the CDLIS team in “flushing” records from the CDLIS Error Queue per direction from the business

## Synchronization:

- Continued monitoring of ORION large batch programs
- Continued Informatica error log monitoring and action
- Coordination with the FDLIS/ORION application teams for sync-related issues

# Driver License Issuance (DLI) & DLI Batch

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## Top Items to address for Field (FLHSMV Offices)

- Various Void and finalize failures - usually either training and/or data related
- Clearance Fees
- Customer Summary errors – data related
- Learner Until Date

## Top Items to address for Field (TC Offices)

- Ability to charge \$6.25 service fee;
- Knowing when AAMVA Bypass enabled – want to know before Temp Permit prints
- Various record specific data issues

## Top Items to address for GHQ:

- Transaction Summary Report balancing – issue with duplicate transactions
- Exam validations



# Motorist Maintenance (MM)

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## Top Items to address for Field (FLHSMV & GHQ Offices)

- Data quality items relative to missing exam/office information; crash data
- Certificate requirement data being incorrect (enhancement)
- Armed Forces addresses not working for mailing address updates
- CDL Letter – 2<sup>nd</sup> / 3<sup>rd</sup> attempt letter not going to correct letter manager
- Inability to print a PDF without downloading first

## Top Items to address for Field (TC Offices)

- Data quality items preventing updates on certain records

# Other Areas of MM Phase I

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## FR Top Items to address:

- Field Clearance Definition needs expansion (enhancement)
- Point Suspension was generated without a FR Sanction
- HTO revocation was generated without a FR Sanction

## CDLIS/CP Top Items to address:

- Various policy issues leading to bugs / enhancements
  - (e.g., Out of State citation being included prior to Florida Driver)
  - Tedious review for both developers, testers and business
- Connectivity issues preventing Drop Out Prevention
- Data clean-up from bugs/enhancements being addressed

## Portal Top Items to address:

- Eligibility Review Waiver with specific scenarios to validate
- Not Handling Registration Transactions with a Null License Plate Expiration Date
- Error with Driver School Sequence number being null for a specific record



# MM Phase I Rollout

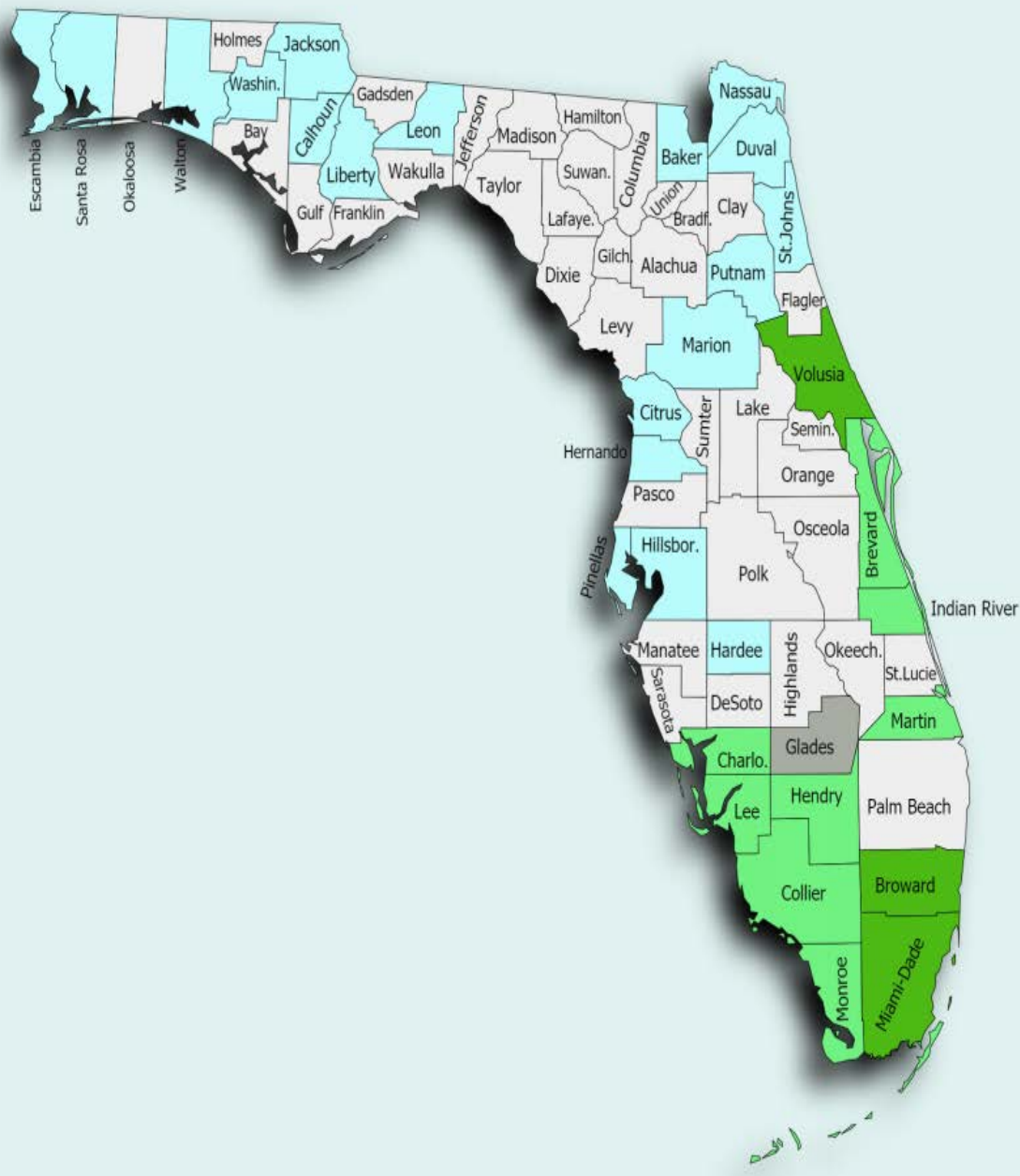
Go-Live (FR, MM, CDLIS, CP, Portal Soft Launch) **COMPLETE**  
 All existing Motorist Maintenance users were cut-over to ORION on 12/7/20

Transition of Tax Collector Offices (began 1/11) **ON-GOING**

- This Week**
- Additional locations for Brevard, Charlotte, Duval, Hardee, Hernando, Hillsborough, Lee, Leon, St. Lucie
  - BAR Office Location - Duval County
- Week of February 15<sup>th</sup>**
- Additional locations for Baker, Charlotte, Collier, Hernando, Indian River, Jackson, Martin, Nassau, St. Lucie
- Week of February 22<sup>nd</sup>**
- Additional locations for Brevard, Citrus, Duval, Lee, Marion, Nassau, Pinellas, Putnam, St. John's
  - BAR Office Location - Pinellas County
- Week of March 1<sup>st</sup>**
- Additional locations for Brevard, Calhoun, Citrus, Collier, Duval, Escambia, Gulf, Hillsborough, Indian River, Lee, Leon, Liberty, Pinellas, Putnam, Santa Rosa, Walton, Washington
  - BAR Office Locations – Escambia & Hillsborough Counties

Remaining BAR Offices	January 2021 forward
DL Renewal Notices – first execution	January 2021 forward
FLOW Mobile Installations	Late April 2021
Portal Full Launch (i.e., VO taken down)	Late March 2021

Rollout As of February 8th



- Counties Coming Up
- Some DL Offices Complete
- All DL Offices Completed
- No DL Issuance Offices