

Motorist Modernization Advisory Board – Phase I Monthly Meeting
Tuesday, August 10, 2021
1:00 to 2:00 PM, EST
VIA: Microsoft Teams

Invitees

Ed Broyles
Pace Callaway
April Edwards
Kevin Bailey
Twanna Smith
William Washington
Scott Lunsford

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 Project Update
- Communications Update
- Q&A
- Adjourn

MOTORIST MODERNIZATION ADVISORY BOARD PHASE I
Monthly Meeting Minutes
Tuesday, July 13, 2021
1:00 to 2:00 PM
VIA: Microsoft Teams

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:

- Ed Broyles (absent)
 - Pace Callaway
 - Scott Lunsford
 - April Edwards
 - William Washington
 - Kevin Bailey (absent)
 - Twanna Smith
- Additional FLHSMV members included: Terrence Samuel, Kristin Green, Rachel Graham, Catherine Alvarez, Michael Anderson, Stacey Bayyari, Craig Benner, Jessica Espinoza, Felecia Ford, Laura Freeman, Koral Griggs, Chad Hutchinson, Judy Johnson, Aaron Keller, Aundrea Powell, Janis Timmons, and Brenda Washington.
 - Visitors included: Joseph Weldon and Ed Gendusa from Accenture, and Beth Allman and Scott Hartsfield with the Florida Clerks, Carl Ford with J Ford Consulting, and Melissa Primm with Grant Street also attended.

REVIEW AND APPROVAL OF THE LAST MEETING MINUTES

- Rachel Graham reviewed the meeting minutes from May 11, 2021. No corrections or comments were identified. A motion to approve the minutes was accepted by the board members and the May 11, 2021, meeting minutes were approved.

ADVISORY BOARD MEMBERSHIP UPDATE

- Terrence Samuel welcomed new Phase I Advisory Board members Scott Lunsford and Twanna Smith.

PHASE I PROJECT UPDATE

- Mr. Samuel discussed ORION stability issues beginning in mid-May 2021. He stated these issues were discussed with the Tax Collector community at the Spring Conference in St. Augustine, Florida on May 25. These updates were also provided to various state offices. He stated the team has been working diligently to make the application more resilient. The team monitors the system throughout each day to address issues as quickly as possible and help with recovery time. The team reverted some of the full-time Phase II employees to focus on Phase I. The team has also been working with the Florida Digital Service (FLDS) to address environmental issues. The team has delayed some bug fixes as they do not want to introduce too many changes to the system at once.
- Chad Hutchinson stated the team has been working with FLDS to add to the cluster of servers. This will help spread the workload. The team has also made changes to isolate each server; therefore, if environmental issues occur at the hosting level, the team can treat the server individually. The team

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has also implemented a series of protocols around monitoring and logging in real time. The applications that are currently hosting at the State Data Center will be moved to the Application Cloud Environment (ACE). This will give FLHSMV visibility into areas we currently cannot see. This will also provide full control over reporting and provisioning.

- Scott Lunsford asked when the team plans to transition to the Cloud environment?
- Mr. Hutchinson stated the team is working with the vendor to confirm a date.

COMMUNICATIONS UPDATE

- Koral Griggs stated digital advertising for MyDMV Portal kicked off yesterday, July 12.

Q&A

- There were no questions or concerns from members present.

ADJOURNMENT

- Mr. Samuel adjourned the meeting at approximately 1:15 p.m.
- The next Advisory Board Meeting for Phase I is scheduled for August 10, 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 (5/11/21)	2 Pages