

**Motorist Modernization Advisory Board – Phase I Monthly Meeting**  
**Tuesday, November 9, 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, September 14, 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
  - Pace Callaway
  - Scott Lunsford
  - April Edwards (absent)
  - William Washington
  - Kevin Bailey
  - Twanna Smith (absent)
- Additional FLHSMV members included: Terrence Samuel, Kristin Green, Rachel Graham, Catherine Alvarez, Michael Anderson, Elise Batchelor, Stacey Bayyari, Felecia Ford, Laura Freeman, Koral Griggs, Chad Hutchinson, Judy Johnson, Scott Lindsay, Pavel Machado, Aundrea Powell, Cathy Thomas, Janis Timmons, and Brenda Washington.
  - Visitors included: Michelle McGinley and Ed Gendusa from Accenture, Beth Allman and Gary Axtell with the Florida Clerks, and Carl Ford with J Ford Consulting attended. Duane Daunt with Salesforce, Andrea Tomasso with Grant Street, and members of the public, Jeff Cohen and Scott Hartsfield also attended.

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

- Rachel Graham reviewed the meeting minutes from August 10, 2021. No corrections or comments were identified. A motion to approve the minutes was accepted by the board members and the August 10, 2021, meeting minutes were approved.

**STAKEHOLDER OUTREACH UPDATE**

- Terrence Samuel stated members of the team presented to the IT Coalition and discussed Phase I stability at the Tax Collector Education Forum on August 31. He stated the team plans to schedule a meeting to discuss ORION issue notifications for Tax Collector leadership and the IT Coalition.

**SYSTEM PERFORMANCE UPDATE**

- Chad Hutchinson stated the team continued to work with the Florida Digital Service (FLDS) on ORION stability, focusing on resiliency of the environment. The team implemented some changes as we migrate into the Application Cloud Environment (ACE) from the State Data Center. Some of the specific changes the team has put into place included: improving tooling, isolating servers, application threading changes, and scaling horizontally, which involved adding servers to pick up the load in the event a server pegs out.

**COMMUNICATIONS UPDATE**

- There was no communications update at the meeting.

**Q&A**

- There were no questions or concerns from members present.

**ADJOURNMENT**

- Mr. Samuel adjourned the meeting at approximately 1:17 p.m.
- The next Advisory Board Meeting for Phase I is scheduled for November 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 (8/10/21)

2 Pages