SIPA Board of Directors
Minutes of Meeting
April 4, 2024
12:00 p.m. to 1:30 p.m.
Virtual meeting

1. **Call to Order**
   Chair Mark Ferrandino called the meeting to order via web conferencing at 12:11 p.m.

   Roll call was performed at the start of the meeting, but a quorum was not established until 12:35 p.m. Therefore, the meeting progressed with items not requiring a quorum, which impacted the order of the agenda. The minutes below reflect the actual order of agenda items.

   Ernesto Chavez, David Edinger, Mark Ferrandino, Tobin Follenweider (designee for Tony Gherardini), Jason Harris, Heidi Humphreys, Jesse Marks (arriving at 12:35 p.m.) and Samuel Taussig were all in attendance for roll call.

   Senator Mark Baisley, Secretary of State Jena Griswold, Danielle Morrill, Hannah Parsons, Senator Kevin Priola, Representative Brianna Titone, and Representative Ron Weinberg were excused.

   With 8 members in attendance, a quorum was established at 12:35.

2. **Executive Overview - Ajay Bagal**
   Ajay Bagal, SIPA's Executive Director, presented his Executive Overview, which included a summary of the recent presentation of the Annual Report at the Joint Technology Committee and an update on the User Conference. Director Bagal also walked the Board through the agenda for the board meeting.

3. **Tyler Technology Platform Accessibility Project Update**
   Drew Levanway, Account Director of Tyler Technologies joined Jerrod Roth, SIPA's Chief Technology Officer to provide an update on the Tyler Technologies platform accessibility initiative. A copy of the presentation has been placed in the Board Dropbox.

   Mr. Levanway provided an update on the activities that have been completed since the last update, the activities that are planned to occur between the board meeting and the next update, the risks and issues that have arisen, and Tyler Technologies

compliance plans.

The Colorado CMS Accessibility project has completed phase two of the project. The project is currently in its third phase, which is 51% complete. Major accomplishments include the completion of testing and evaluation of phase 2, review of the training catalog and the development of the April training plan. There are three deployments scheduled in April, with additional deployments as needed. There are no known risks or issues.

The overall schedule is progressing and on track.

4. **Customer Experience Update**
   Duane Tucker, SIPA's Customer Success Director, presented an update on the customer experience. A copy of the presentation has been placed in the Board Dropbox.

   Mr. Tucker described the multiple customer engagement activities that have occurred and are planned for the near future. These include surveys, phone calls to customers, and upcoming customer engagement activities, like the upcoming regional workshops. Mr. Tucker also provided information on the Customer Satisfaction Improvement Plan that is a part of the new portal integrator contract.

5. **Meeting Business (upon determination of quorum)**
   Approval of Agenda
   - Ernesto Chavez moved to approve the meeting agenda, including Executive Session. David Edinger seconded the motion. The motion was approved unanimously.

   Approval of March 7, 2024 Board Meeting Minutes
   - David Edinger moved to approve the minutes of the Board of Directors meeting on March 7, 2024. Heidi Humphreys seconded the motion. The motion was approved unanimously.

6. **Risk Assessment of Tyler Technology**
   Chair Mark Ferrandino moved to enter into Executive Session, pursuant to Colorado Revised Statutes § 24-6-402(4)(d), to discuss confidential security findings. Jason Harris seconded the motion. The motion was approved unanimously.

   The Board entered Executive Session at 12:38 p.m. and returned to the public meeting at 12:50 p.m.

7. **Local Government Accessibility Grant Program Update**
   Dr. Catherine Kunst, SIPA's Chief Operating Officer, updated the Board on the funds that SIPA has budgeted to provide accessibility resources to local governments. The Board approved $1 million in funding for licenses from Allyant at the March 7, 2024 board meeting. Allyant is providing 5,000 CommonLook Suite licenses and training for making pdf documents compliant. The grant process opened March 27, 2024. As of April 1, 2024, the total number of licenses awarded is 1,128, with 50% being given to municipalities, 23% to counties, and 27% to special districts. Over the coming weeks, SIPA will continue to communicate with eligible local governments to

process additional awards, will begin training activities, and if any licenses remain, will offer those to state agencies.

8. **SIPA Board Dashboard Presentation**
Director Bagal and Derek Martinez, SIPA's Director of Financial Operations, presented the SIPA Dashboard. A copy of the presentation has been placed in the Board Dropbox.

Mr. Martinez provided the top ten payment applications, showing transaction volumes remaining steady. SIPA's financial operations are stable. Accounts Receivable are mostly current.

Director Bagal reminded the Board of several items, including the micro-grant and GovGrant applications, which will open soon.

9. **Adjournment**
There being no other business, the meeting was adjourned at 1:10 p.m.