



**SIPA Board of Directors  
Minutes of Meeting  
December 7, 2023  
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 12:05 p.m.

Roll call and determination of quorum was performed.

Ernesto Chavez, Mark Ferrandino, Dionne Stroter for Rick Garcia, Deputy Secretary of State Chris Beall on behalf of the Secretary of State, Jason Harris, David Edinger, Jesse Marks, Hannah Parsons, Senator Kevin Priola, Samuel Taussig, and Representative Brianna Titone were all in attendance for roll call.

Danielle Morrill and Representative Ron Weinberg arrived after roll call.

Senator Mark Baisley, and Tony Gherardini were excused.

With 11 members in attendance at roll call, a quorum was established.

**2. Meeting Business**

Approval of Agenda

- Chris Beall moved to approve the meeting agenda. The motion was seconded by Jason Harris. The motion was approved unanimously.

Approval of November 2, 2023 Board Meeting Minutes

- Representative Brianna Titone moved to approve the minutes of the Board of Directors meeting on November 2, 2023. The motion was seconded by Chris Beall. The motion was approved unanimously.

**3. Executive Overview - Ajay Bagal**

Ajay Bagal, SIPA's Executive Director, presented an Executive Overview.

Director Bagal gave a warm welcome to David Edinger, the new Chief Information Officer for the Governor's Office of Information Technology.

Director Bagal provided an overview of the meeting, which included SIPA's

upcoming office move, the Department of Law's presentation on their Innovation Fund Project, and the SIPA DGS Grant Program Overview.

SIPA is in the final stages of the office move. SIPA's new address is 950 S. Cherry Street in Denver. Director Bagal thanked Jerrod Roth, SIPA's Chief Technology Officer, for his efforts in coordinating the move. Director Bagal also mentioned that the final actions related to the cyber security assessment will conclude after the move is complete.

Director Bagal noted that the Department of Law would present an update of their Innovation Fund Project.

Director Bagal provided a brief introduction to the DGS Grant Program, which was discussed later in the board meeting.

Lastly, Director Bagal indicated that Derek Martinez, SIPA's Director of Financial Operations would be presenting the Board Dashboard.

#### **4. Innovation Fund Project Update - Department of Law**

Melissa Belle Kessler, Assistant Deputy Attorney General, presented an update on the Department of Law's Innovation Fund Project. A copy of the presentation has been placed in the Board Dropbox.

The project was successfully completed to provide a modern and efficient tracking system to track multiple sources of criminal complaints, securely maintain criminal investigative records, and to facilitate required statistical reporting. The project cost a total of \$300,000. The Innovation Fund Award provided \$250,000 of that total cost, with the Department of Law contributing the remaining \$50,000. The project was successfully completed over a two year period.

David Edinger asked if this system was integrated with any other systems across the state. Ms. Kessler indicated that the system is a stand-alone system that pulls data from various systems and places it into a database that is accessible statewide.

Executive Director Ajay Bagal asked how long the process took prior to this project. Ms. Kessler indicated that the current 3 day reporting process used to take a month to complete.

Deputy Secretary of State Chris Beall asked if the new system has been welcomed by the Department of Law. Ms. Kessler indicated that while there was some trepidation among some team members, the system has been welcomed with proper training.

#### **5. SIPA DGS Grant Program Overview**

Ajay Bagal, SIPA's Executive Director, presented an Overview of the DGS Grant Program. A copy of the presentation has been placed in the Board Dropbox.

Director Bagal provided background on the creation of SIPA, the bulk record contract between the Department of Revenue and NIC Colorado (now Tyler

Colorado), and the new DGS contract model which allowed the creation of a new DGS Grant program.

The program's goals are (a) to fund strategically important DGS projects for state agencies and local governments, (b) to support the annual operations and maintenance costs for the DRIVES system for the Department of Revenue, and (c) to provide a subsidy for small local government projects that allow an equivalent DGS experience to residents of small communities.

The DGS Grant Program funds are maintained in an independent Colorado Trust account which will be audited annually. A SIPA Board DGS Grant Committee will be formed to determine the allocation of funds in alignment with SIPA's mission.

Director Bagal explained how this program differs from both the previously available Innovation Fund Program, which ended in 2022, and the ongoing Micro-Grant Program.

SIPA has created and posted a new position and intends to hire a DGS Grant Program Director. The DGS Grant Program Guidelines and Grant Application are being finalized. SIPA will work with the Governor's Office of Information Technology to coordinate grant submission criteria.

Director Bagal then introduced Jerrod Roth, SIPA's Chief Technology Officer to provide more details of the Innovation Fund Program, since governance of the new DGS Grant Program will be similar to the prior Innovation Fund program. A copy of the presentation has been placed in the Board Dropbox.

Some of the differences between the Innovation Fund Program and the DGS Grant Program are the application process and timing/frequency of applications and awards.

A question was asked about the criteria for applications and awards. Mr. Roth indicated that the criteria will be developed by the DGS Grant Committee.

## **6. Board Dashboard Presentation**

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 summarized the financials for October 2023, which included the top 10 payment applications. He indicated that there are three new payment applications on this month's report. Mr. Martinez then walked through the FY23-24 Financial Overview to date.

## **7. Adjournment**

Chair Mark Ferrandino indicated he will be reaching out to Board members seeking feedback for Director Bagal's performance so that his performance review can be completed.

Chair Farrandino also announced that the January 4, 2024 Board Meeting will be canceled. The next Board Meeting will occur on February 1, 2024.

Chair Mark Ferrandino asked for public comments and/or questions.

There being no other business, the meeting was adjourned at 1:06 p.m.