SIPA Board of Directors
Minutes of Meeting
December 5, 2024
12:00 p.m. to 1:30 p.m.
Virtual meeting

1. **Call to Order**
   Chair Tony Gherardini called the meeting to order via web conferencing at 12:08 p.m.

   Senator Mark Baisley, David Edinger, Tony Gherardini, Jason Harris as designee for Colorado Judicial Branch, Danielle Morrill, Hannah Parsons, Samuel Taussig, and Representative Ron Weinberg were all in attendance at roll call.

   Mark Ferrandino, Chris Beall on behalf of Secretary of State Jena Griswold, Heidi Humphreys, Senator Kevin Priola, and Representative Brianna Titone were excused.

   Ernesto Chavez and Jesse Marks as designee for Maria De Cambra arrived post roll call.

   With 8 members in attendance at roll call, a quorum was established.

2. **Meeting Business**
   Approval of Agenda
   - Representative Ron Weinberg moved to approve the meeting agenda. David Edinger seconded the motion. The motion was approved unanimously.

   Approval of November 7, 2024 Board Meeting Minutes
   - Representative Ron Weinberg moved to approve the minutes of the Board of Directors meeting held on November 7, 2024. David Edinger seconded the motion. The motion was approved unanimously.

3. **Executive Overview - Ajay Bagal**
   Ajay Bagal, SIPA's Executive Director, presented his Executive Overview.

   SIPA staff participated in a Day of Service, volunteering with the Sun Valley Kitchen and the Food Bank of the Rockies, building and distributing food boxes to 164 households and 451 individuals.

   SIPA has started its strategic planning work to ensure SIPA continues to best serve Colorado governments, with a continued focus on payment processing, accessibility, SIPA's grant programs, and development of key analytics, among other initiatives.

   SIPA has been working on a number of initiatives since the last board meeting, including

ongoing accessibility efforts with Tyler Technologies, a redesign of the SIPA website, progress in the GovGrants Program, and a voluntary vulnerability program assessment of Tyler Colorado. The Colorado.gov portal was the recipient of several awards including: "Best Government Website" by WebAwards 2024, "Silver Award for Government Website" by W3 Awards, and honorable mentions from MarCom and Commdot Awards.

4. **Tyler Accessibility Update**
Jerrod Roth, SIPA's Chief Technology Officer and Drew Levenway, Tyler Colorado's Account Director provided an update on Tyler Colorado's ongoing accessibility efforts. A copy of the presentation has been placed in the Board Dropbox.

Tyler Colorado continues accessibility scanning of the Colorado.gov Content Management System (CMS). They have operationalized accessibility remediation (intake, research, remediation, and deployment) of their standard applications. Q3 findings for custom applications have been remediated. There was a heavy emphasis on standard and custom applications in the third quarter with the remediation of 37 standard applications and 33 custom applications. Additionally 7 web platform issues were remediated.

Tyler Colorado's continued efforts include publishing their VPAT on Colorado.gov and the CMS Training Site for Colorado.gov sites, and providing monthly and quarterly reports to SIPA of ongoing accessibility findings. Tyler Colorado will continue to work with SIPA, accessibility stakeholders, members of the Technology Accessibility Program with the Governor's Office of Information Technology and the Power User Group of the Content Management System to collaborate on any future accessibility work. Tyler Colorado will provide its next quarterly update in March 2025.

5. **SIPA Website Redesign**
Sharon Trilk, SIPA's Marketing and Communications Specialist walked the Board through SIPA's updated website. A copy of the presentation has been placed in the Board Dropbox.

SIPA worked with one of its suppliers, Propeller, to help develop a more user-friendly and accessibility compliant website. The former website included difficult-to-read text with a rotating carousel, which resulted in accessibility issues. The new website is clean and clear, with easier navigation by all Coloradans. Primary pages are now easy to navigate and include cleaner pages for Services, Grants, Events, and Resources.

6. **Tyler Vulnerability Management Program Assessment**
Jerrod Roth discussed the vulnerability management program assessment of Tyler Colorado. A copy of the presentation has been placed in the Board Dropbox.

Given the confidential nature of the content being presented, Chair Tony Gherardini moved that the Board of Directors move into Executive Session pursuant to C.R.S. § 24-6-402 (4)(d) to discuss confidential security findings. Hannah Parsons seconded the motion. The motion was approved unanimously. The Board entered Executive Session at 12:38 p.m.

The Board returned from Executive Session at 12:53 p.m. and the public meeting resumed.

7. **GovGrants Update**
Noah Kaplan, SIPA's DGS Grant Program Director provided an update on the GovGrants Program. A copy of the presentation has been placed in the Board Dropbox.

Mr. Kaplan reminded the Board of the GovGrants Program Timeline for 2024/2025. The first

grant agreements have been executed, with continued efforts on finalizing those remaining. The Grant Application Portal that is being developed is expected to go live in December 2024 and the first reporting via the Grant Portal should occur in January 2025. Also in January 2025, SIPA plans to publish materials for the second round of the GovGrants program. Applications for the second round will be due in February 2025 with an expected approval of awarded grants in April 2025.

The committee will meet December 16, 2024.

David Edinger asked how SIPA will communicate the next round of funding. Mr. Kaplan indicated that while there is nothing currently planned, SIPA will continue to market the program through its website, monthly newsletters, and word of mouth. Director Bagal added, SIPA will continue to evaluate this as a part of its overall communication strategy.

Jesse Marks offered to assist in communicating with state agencies. Sam Taussig recommended hosting a Grant Application Workshop for local governments.

8. **SIPA Board Dashboard**
    Ajay Bagal, SIPA's Executive Director, 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 indicated that revenue growth continues to be strong. Payment processing transactions have also increased. Operating expenses include the User Conference. Overall expenses are below budget and accounts receivable continue to be in good standing.

9. **Adjournment**
    There will be no Board meeting in January. The next Board meeting will be February 6, 2024. There being no other business, the meeting was adjourned at 1:16 p.m.