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CC: Lotte Devlinlotte.devlin@us.ibm.com
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Date: 1/8/2004 9:05:29 AM
Subject: Update on DMV / County Study

Hello - I hope everyone is doing well. I just wanted to update you on the meeting today regarding the DMV/County Study. The county representatives were there, as well as Ida, Hattie and Tejal. We have come up with an approach to the presentation on the 22nd that should allow the counties to quickly get up to speed on the recommendations and the issues they address. Sharon and I will forward along the presentation before the end of the week after we have made some revisions.

There are a few topics that came up in today's meeting that I need to address with you all:

- **The location of the January 22nd meetings.** I understand this has been scheduled at Outlet Point. Lindsey Brady was asking whether there would be enough room for everyone there. It sounded as though there is some overlap between the members of the DMV subcommittee that are always invited to the monthly meetings and the members of the legislative committee who are also invited this time. However, there may be additional attendees beyond the "regulars" because of the invitation to the legislative committee members. You have probably already considered the number of people attending but I thought I'd bring this point to your attention anyway. Sharon has identified a conference area at the downtown IBM office that is available as an alternative if needed. Also, do we want to make a point to invite any IT personnel from the counties to hear and contribute to the recommendations? This would be a good time to get their involvement.
- **The agenda for the January 22nd monthly status meeting.** The County reps stated today that they think it will be important to spend some time on each of our recommendations since this is new information for the attendees. Depending on what is already on the agenda for the monthly meeting scheduled for the morning of the 22nd, they suggested that perhaps we could start discussing the recommendations in any time available in the morning and finish in the afternoon rather than waiting to start until after lunch. Would that work, considering what you all had planned to cover in the agenda for the monthly meeting?
- **Preparation for the January 22nd meetings.** They asked us to send the section of our deliverable that includes the Issues and Recommendations to the members of the legislative committee. We will be mailing this out in paper form by this Friday so that they have plenty of time to review it before the 22nd. That way the discussion on the 22nd will make more sense and they will be able to raise any questions or suggestions. We are making a few minor revisions to the version I attached in the email Monday so I will get an update to you all as well. Wayne is sending a cover letter for us to attach with the mailings.
- **February 3rd meeting at the Academy.** They asked whether we will be presenting the recommendations to the full group at this meeting. Marcia - We would be happy to do this as long as that meets your approval. We will need to check about getting some time on the

- agenda.

Finally, before the holiday break, Lotte and I looked at our resourcing for the remainder of the study. Addie's contributions to the study are complete and it will just be Sharon and me completing our deliverable and preparing any remaining presentations. We still are targeting Friday, January 16th as the due date for the final version of our deliverable. After that date, we have planned to only be preparing for and conducting the meetings on January 22nd and possibly February 3rd. If there are additional needs you would like us to meet we can surely discuss them.

Thanks so much. Talk to you soon,
Julia

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