

Meeting Date: **January 27, 2022**

Meeting Time: **1:00 PM – 3:00 PM**

Meeting Location: **Virtual Meeting**

Attendees

Board Members Present:

Fred Brittian, Chair

Shenna Bellows

Tim Poulin

Kathy Montejo

Michael Cyr

Adam Fisher

Kelly Hokkanen

Anne Head

Dan Andrews (non-voting member)

Guests and State Agency Members:

Jason Tourtelotte, MainelT

Mike Wenzel, Procurement Services

InforME/NIC Staff:

Tony Brodie, InforME, NIC Maine

Kimberly Duplisea, InforME, NIC Maine

Teri Berschneider, NIC Federal

The meeting was called to order at 1:02 PM.

1. Welcome & Introductions

2. Adoption of October Minutes

Motion: Tim Poulin motioned to accept the minutes as presented.

Second: Kathy Montejo

Vote: Unanimous

3. Discussion and Voting Items

NIC Insurance Filings, Secretary of State, Bureau of Motor Vehicles, Statement of Work and Schedule A

Dan Andrews provided an overview of the project. The insurance filings service is offered by NIC that is in use by 20+ states at present. It allows insurance companies to submit proof of liability insurance to the state on behalf of the drivers they insure that have SR22

filings on record. The bureau has been using this for commercial filings, but now would like to expand that to personal filings as well. This will replace the paper and manual process the bureau has in place at present and create efficiencies for the bureau.

Motion: Anne Head motioned to accept the statement of work for the filing types presented.

Second: Michael Cyr

Vote: Unanimous

4. Other Business

A. Fourth Quarter General Manager's Report

Dan Andrews provided an overview of the fourth quarter general manager's report. Dan reported on page visit and transaction count metrics, search terms, and municipal service participation. He also provided service updates including new websites and services that were deployed including the CoverME website and enhancements and service highlights including for the burning permit service, game tagging, and the content management system.

The board discussed website redesigns and communication policies of the board and ways to engage the right people at the state to discuss InforME offerings. Should the board plan toward a goal, or is there more immediate action needed?

B. Citizen Portal Update

MaineIT is working to resubmit applications for funding for the project.

C. InforME Network Manager Contract Update

Mike Wenzel provided an update on the InforME Network Manager contract. A draft is being reviewed by MaineIT and NIC Maine.

Adjournment 2:08 PM

Next Board Meeting Date

- February 24, 2022: 1:00 PM - 3:00 PM