

**Access Idaho Steering Committee**

Subcommittee of the Idaho Technology Authority (ITA)

Approved Meeting Minutes

Thursday, November 10, 2022, 1:30 pm MST

Webex link (with video): <https://idahogov.webex.com/meet/quick.link>

Teleconference (audio) only/dial-in: Toll-free phone: 1-833-695-0549 / Access Code: 2452 642 7506 #  
11331 W Chinden Blvd. B201, Boise, ID 83714

**Members Present:**

- Robert Butler, Office of Information Technology Services
- Foster Cronyn, Secretary of State's Office
- Dave Tolman, Idaho Transportation Department
- Lisa Hettinger, Department of Health & Welfare
- Jeff Walker, Access Idaho Project (non-voting member)

**Others Present:**

- Brigitte Teets, Office of Information Technology Services
- Catherine Thies, Office of Information Technology Services

**WELCOME**

Chairman Butler called the meeting to order at 1:34 pm MT.

**MINUTES**

MOTION: Ms. Hettinger moved, and Mr. Cronyn seconded a motion to approve the minutes of the August 25, 2022 meeting, as written; the motion passed unanimously.

**REVIEW OF SERVICE LEVEL AGREEMENT(S)**

Mr. Walker reviewed Idaho Division of Occupational and Professional Licenses – Addendum E

MOTION: Mr. Tolman moved, and Ms. Hettinger seconded a motion to approve the Idaho Division of Occupational and Professional Licenses – Addendum E, as written; the motion passed unanimously.

**REPORTS FROM ACCESS IDAHO**

Jeff Walker, Access Idaho, gave an update on Access Idaho's Current priorities:

- Idaho Tax Commission
- Idaho Division of Occupational and Professional Licenses
- Idaho State Police – Brand Inspector

**ADJOURNMENT**

Meeting was adjourned at 1:47pm. The next meeting date is scheduled for December 22, 2022, 1:30 p.m. (MT)

C Thies, Office of IT Services