

**Minutes of Board Meeting**  
**August 10, 2011**  
**10:00 A.M.**

**Present**

Trummie Patrick, Chairman  
Lynda Coker (via teleconference)  
Todd Cowan  
Anthony Heath  
Virginia Galloway  
Hunter Hill  
Carolyn Roddy  
David Connell (via teleconference)

**Not in Attendance**

Kelly Gay

Also present was Angelique McClendon, Assistant Attorney General, and numerous DDS staff members.

**Establish Quorum / Call to Order**

Chairman Patrick confirmed the presence of a quorum and called the meeting to order at 10:05 A.M.

**Approval of Minutes**

Chairman Patrick called for a motion regarding the minutes from the July 20<sup>th</sup> board meeting. Todd Cowan motioned to approve the minutes as presented; Anthony Heath seconded the motion with unanimous approval by the remaining board members.

**Commissioner's Report**

Commissioner Dozier informed the board of the untimely death of John Collins, an employee of the Motorcycle Safety Program who was killed along with his wife, Wanda, in an automobile accident in Winder. Mr. Dozier stated that John was a very valued employee and would be greatly missed.

Mr. Dozier also informed the board that L-1 Identity Solutions, the license provider, was recently bought out by Safran Group, the parent company of Morpho and Morpho Trak. The acquisition

includes all three components: Biometrics, Secure Credentialing and Enrollment Services. This buy out is not expected to affect any of DDS' operation.

Commissioner Dozier also reviewed several newspaper articles that he wanted to bring to the board's attention.

#### Budget – Amended FY 2012 and FY 2013

Bob Griffin, CFO discussed the letter sent to all state agencies by the Office of Planning and Budget outlining the instructions for preparing the Amended FY 2012 and FY 2013 budget. Each agency must submit reduction plans of 2% for both fiscal years. A 2% reduction of DDS' budget actually means \$1.14 million from each fiscal year budget. He stated that DDS anticipates using attrition and current vacancies to make up this difference, but continues to look at every option that would have the least impact on customer wait times at the Customer Service Centers (CSCs). The budget submissions are due September 1, 2011. DDS staff is currently preparing the draft report and will have a formal presentation for board approval at September meeting.

#### Performance Update

Kathryn Williams, Director of Business Analysis, reviewed a PowerPoint presentation showing various charts and graphs on the performance of the: Customer Service Centers (CSCs), Contact Center; Regulatory Compliance; Investigative Services; and Motorcycle Safety.

### **Petitions for Rule Waiver**

Ms. Ammons reviewed the following petitions for waiver from Ga. Admin. Comp. Ch. 375-3-1-.02 – Documentation Required for Initial Issuance:

Edward Grant – He is 74 years old has moved to Georgia from South Carolina, and does not have a copy of his birth certificate to provide as proof of his identity. He has provided a letter from South Carolina indicating that a birth certificate could not be found; a letter from Social Security confirming his Social Security number; his South Carolina driver license; high school diploma; military discharge papers; Baptismal Certificate; his parent's marriage license; and also copies of documents that DDS had noted on his existing Georgia driving record. Ms. Ammons indicated that approval of this waiver would be consistent with such waivers previously approved by the board.

Virginia Galloway motioned to approve the request for waiver; Carolyn Roddy seconded the motion with unanimous approval by the remaining board members.

Claree Merriweathers – She has a Georgia ID card; however DDS has been unable to verify her Social Security number as required by law. The reason is that Ms. Merriweathers' date of birth on her ID card does not match that shown on her Social Security record. She does not have a birth certificate, but she has sent confirmation from vital records that her birth certificate can not be found; the birth registration documentation for her son; her marriage certificate; and a confirmation letter from Social Security indicating that the date of birth will confirm once DDS changes the information on her ID card. Ms. Ammons indicated that approval of this waiver would be consistent with such waivers previously approved by the board.

Virginia Galloway motioned to approve the request for waiver; Carolyn Roddy seconded the motion with unanimous approval by the remaining board members.

Lindia Gaile Ross Fee – She is trying to get a Georgia driver license after moving here from Kentucky. She does not have access to her marriage and divorce records from her first marriage in California. Ms. Ammons stated this has been the case in several previous waivers where it is really difficult for people to get documentation back from the State of California. Ms. Fee provided the following supporting documentation: Her birth Certificate; her son’s birth certificate; her marriage license from her second marriage; her life insurance card; her Medicare and Social Security cards; her Kentucky driver license; a rent receipt; bank statement; and a letter from the Department of Community Health. Ms. Ammons indicated that approval of this waiver would be consistent with such waivers previously approved by the board.

Virginia Galloway motioned to approve the request for waiver; Hunter Hill seconded the motion with unanimous approval by the remaining board members.

New London School of Driving, Inc. – Ms. Ammons indicated that the petitioner called stating they were unable to attend the board meeting, and asked that the presentation of their petition be postponed until the September 14 board meeting.

### **Old/New Business and Adjournment**

Chairman Patrick reminded the board that the next scheduled board meeting is September 14<sup>th</sup> at 10:00 A.M.

Since there was no further business to discuss, Chairman Patrick called for a motion to adjourn.

Lynda Coker so motioned; Virginia Galloway seconded the motion with unanimous approval by the remaining board members.