

MINUTES OF OHIO AUTOMATED TITLE PROCESSING (ATP) BOARD

April 20, 2021

VOTING MEMBERS

PRESENT:

Charles L. Norman, Registrar
Anne Dean, Registrar's Designee
Cynthia Bailey, Clerk of Court, Clinton County - OCCA President
Branden Meyer, Clerk of Court, Fairfield County, Governor Appointee
Tracy Zuver, Clerk of Court, Fulton County, Governor Appointee

VOTING MEMBERS

ABSENT:

None

NON-VOTING MEMBERS

PRESENT:

Christina Frass, Office of Budget Management (OBM)
Steve Russell, Administrator, Department of Taxation

NON-VOTING MEMBERS

ABSENT:

Lacey Harrier, Ohio Department of Natural Resources (ODNR), Division of Watercraft

ODPS/BMV PERSONNEL:

Karim Aba, Acting Chief, Title Support
Karen Casparro, Administrative Officer, IT
Kathleen Corrigan, Administrator, BMV
Barbara Hamilton, Sr. Financial Manager
Ronald Wehner, Financial Manager
Matthew Martin, Chief Fiscal Officer
Lynette Fry, Sr. Budget Analyst
Dan Deniro, Financial Manager
Jeffery Coffey, IT Manager
Adam Chaffin, IT Software Development

ALSO IN ATTENDANCE:

Dan Pullium, Cox Auto, Inc., Dealertrack
Dana Foltz, Cox Auto, Inc., Dealertrack

MINUTES BY:

Evelyn Serrano, Administrative Professional, BMV



Registrar Charles Norman called the meeting of the Ohio Automated Title Processing (ATP) Board to order at 1:35 p.m. The meeting was held as a virtual and live event through Microsoft Teams.

Board members reviewed the minutes from the January board meeting. Anne Dean motioned to approve the January meeting minutes and Branden Meyer was second to approve the motion, which passed unanimously.

OLD BUSINESS/ONGOING AGENDA ITEMS:

ATPS Team - Karen Casparro reported that the Title Inquiry Application Programming Interface (API) service is now in Production. The service returns pertinent information based on the query type. If a user requests data that is included under the Driver's Privacy Protection Act (DPPA) in their query results, then a Memorandum of Understanding (MOU) is required to be submitted and approved through BMV Records.

Karen provided updates on the signature pads. The proof of concept is completed and they will provide a demonstration at the Title Seminar on April 22, 2021. They will move forward with integrating the process into ATPS.

Karen provided updates on a printing problem. The ATPS team is troubleshooting a title printing issue where sometimes the 3rd title in a batch or the 3rd physical title in a batch fails to print. They have also engaged staff from their systems support, network support, and the printer manufacturer. Franklin County had the most occurrences since they are the largest county issuer of titles. The ATPS team appreciates the patience and assistance they received from all counties in regards to this problem.

Title Manual Status Update – Karim Aba reported on Tiffany Crawford’s behalf that the committee continues to meet every other week and they have been making a lot of progress in the last few months. The committee is working on additional revisions that will be ready soon. Tiffany will speak at the virtual Title Seminar on April 22, 2021.

GENERAL BUSINESS:

Barbara Hamilton presented the financial information for the period ending March 31, 2021. The spending activity showed that the appropriations were more than sufficient amounts needed to address the needs for the ATPS system. The budget for appropriations has not changed since 2017 and is on track to show similar amounts in fiscal year 2021. Since there has been a lot of activity for titling this year, the revenue summary showed the trend that fiscal year 2021 will exceed that of fiscal year 2020 and may return to similar levels as fiscal year 2019. The Dealertrack ELT activity is trending higher than November and December 2020, showing over 10,000 transactions for the month of January 2021.

Due to the current trend being that appropriations are enough to maintain the ATPS system, the 2022-23 biennium budget was submitted at the same appropriation levels as 2021. Branden Meyer asked if they will be out of money in the year 2025. Barbara replied that only if spending is at full appropriation levels and it appears that is not going to be the case. They would expect the fund to continue into the 2026-27 biennium depending on the incoming revenue. Branden asked if they would be fiscally stable through 2027. Barbara replied when they get to the 2024-25 biennium budget process, the clerks might want to consider looking for additional incoming revenue to go into the fund and they may want to get a fee increase in place to help stabilize the fund. Branden commented that four legislators were very willing to support the title fee increase. However, it was not welcome during the current transportation budget. Barbara commented that the next report will also show future cash projections as well as the appropriations that were used or encumbered. Branden replied that he, Tracy Zuver, and Cynthia Bailey very much appreciate the updated and thorough report and that adding the future two years will help when they have conversations with legislation on replenishing the fund.

OTHER BUSINESS:

Registrar Norman introduced Tracy Zuver to the Board who was appointed by the Governor on March 3, 2021. Mr. Zuver graciously thanked everyone and expressed that he looks forward to serving on the Board.

Registrar Norman announced the next meeting dates for the remainder of the year will be September 14 and November 30, 2021. The meetings will be tentatively held virtually, but that may change depending on the State.

Branden Meyer made a motion to adjourn the meeting and Anne Dean was second to motion. The motion passed unanimously. The meeting adjourned at 2:00 p.m.

UPCOMING MEETINGS: September 14, 2021 at 1:30 p.m.

MINUTES:

Anne Dean
CHAIRPERSON

Anne Dean

APPROVED

DISAPPROVED

This 14 day of September 2021.