



## MINUTES

### Technology Committee Teleconference Meeting Tuesday, May 9, 2006 2:00 p.m. – 3:00 p.m. Eastern

#### I. Welcome and Introductions

Tim Blevins (Kansas), Committee Chair, called the meeting to order.  
The following members participated in the call:

NAME	STATE/ORGANIZATION
Tim Blevins, Chair	Kansas
Robert Johnston	Hawaii
Steve Wilson	Idaho
Jesse Jordon	Kentucky
Kathy Krause	Michigan
Margaret Kauska	Montana
Terry Garber	South Carolina
Gordon Smead	Tennessee
Rachel Foster	e.magination
Susan Ribe	Multistate Tax Commission
Antonio Soto	Multistate Tax Commission

#### II. Public Comment Period

#### III. MTC Website Redesign and Secure Communications Assessment Project Oversight

##### Draft Site Map

The committee held a Web teleconference. Rachel Foster presented a draft proposed site map in Visio. She noted the map is incomplete in that it does not show all of the branches of all top level navigations. The site map will be developed more fully by next week.

##### Usability Testing

Ms. Ribe solicited volunteers to conduct usability testing on web site design during June 6-8. Ms. Foster explained that the

testing will include an orientation and will consist of clicking on the navigation in a prototype that will be distributed in PowerPoint. Testers will complete a questionnaire. Ms. Garber noted that the FTA Annual Meeting takes place during the same time. Ms. Foster indicated she would see if the testing could be rescheduled. Ms. Garber and Mr. Blevins each indicated they would assign a staff member to participate in the testing if they were not available themselves.

#### Secure Communications Project Plan

Ms. Foster presented an updated and more extensive project plan for the secure communication assessment. The first item is to conduct user interviews and create a user analysis matrix which will be presented to the Technology Committee after June 6<sup>th</sup>.

The next project plan item is creation of a requirements document that will include regulations to be met and IT projects planned that will make use of secure communications.

Next, a proposed high-level systems architecture will be presented, followed by an ongoing operations document.

Mr. Blevins asked for specifics regarding email communications, NDS structure, contacts database, and website.

#### IV. Adjournment