Minutes
CVISN Architecture Configuration Control Board
23 September 2004 meeting

Attendees:

Joe Foster (MD)	Sharon Holland (UT, AK)	Jeff Secrist (FMCSA)
DJ Waddell (MD/APL)	John Alley (WI)	Gary DeRusha (Volpe)
Cathy Beedle (NE)	Tim Galbraith (WI)	Andrew Wilson (Volpe)
Keith Dey (NE)	Susan Kavulich (WI)	Jingfei Wu (Volpe)
Beth Hartley (NE)	Tania Rossouw (WI)	Nancy Magnusson (APL)
Dave Vallis (NE)	Jason Stein (ACS)	Beth Roberts (APL)
Anne Chmielewski (NJ)	RJ Weibly (ACS)	Sandy Salazar (APL)
Colleen Hagen (NY)	P. Haridas (CSI)	Mary Stuart (APL)
Steve Trudell (NY)	Janet Curtis (FMCSA)	
Laura Haney (UT)	Quon Kwan (FMCSA)	

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 23 September 2004. The list of CVISN Architecture Open Change Requests (CRs) for Discussion was distributed to the ACCB members via email. The Architecture and SAFER Change Requests reviewed at the meeting are attached to these minutes.

Action items assigned appear in the relevant section of the minutes. Comments or corrections to these minutes or the CRs should be sent to Sandra.Salazar@jhuapl.edu.

Items that the ACCB recommends for submitting to FMCSA for approval are noted below the action item list. In the attached list of CRs discussed at the meeting, the "Description" section of each CR summarizes the discussion and reflects changes to the CR.

The next meeting will be held 21 October 2004 at 2:00 PM EDT.

General Topics

- Volpe reported that SAFER version 4.6 will be released on 2004-09-30. Release notes will be posted by Volpe on the CVISN website.

- Volpe led a discussion regarding left-justification of the CVIS_DEFAULT_CARRIER field. This is a data integrity issue that applies to many data elements, especially to those that could be interpreted as either character or numeric. Each XML transaction needs to be reviewed, but a general approach to addressing this issue is needed. Volpe will write one or more CRs to address this issue. The solution for the immediate problem with Nebraska registration data is that Nebraska will left-justify the values in the CVIS_DEFAULT_CARRIER field and re-baseline.

- The issue of constraint checking in XML transactions was addressed (see memo previously submitted to list serv and included in ACCB meeting announcement). While Utah, Nebraska,

New Jersey, and Maryland were in favor of relaxing the checking on such data elements as CARRIER_REVIEW_TYPE and REVIEW_REASON_NOT_RATED, Wisconsin did not support relaxed data validation. States were asked to consider whether all data elements currently sent to CVIEWs from MCMIS are used by the States to support enforcement actions. One solution proposed by Volpe was to implement "census and safety lite" versions of transactions that would include a subset of the data currently sent. Another proposal was to map unknown codes to a code that indicates "other" or "unknown"; this might be preferable to changing new values to other accepted values and/or not sending records with new codes. This discussion will be posted to the list serv. CRs 2443 and 2993, which relate to adding new values, will still be implemented.

Action Item Review and Related Discussion

1. **Architecture CR 2443 (SAFER CR 12): Two new values for CARRIER_REVIEW_TYPE are in the carrier data received by SAFER from MCMIS.**

   Action Item: Volpe will beta-test T0031V2 with Wisconsin and Utah.

   Response: *Because additional values are going to be supplied by MCMIS, beta-testing has been postponed until October and the CR will not be implemented until the January SAFER release.*

2. **Architecture CR 2935 (SAFER CR 130): Expand scope of capability to delete a record**.

   Action Item: Volpe and APL will write SAFER/CVISN Architecture CRs for delete transactions.

   Response: Done. Architecture CR 2935 CR will be posted to the CVISN System Architects list serv for comment and will be voted on at the October ACCB meeting.

3. **Architecture CR 2954 (SAFER CR 131): Mandatory Data Elements for T0022 and T0028**

   Action Item: Volpe will propose a list of data elements that should be mandatory for the delete transactions.

   Response: Volpe is reviewing the mandatory data elements in T0022 to see if there is a need to change some of the optional fields to mandatory so they provide meaningful information to the states. The list was discussed and modified. One question discussed was whether there should be a "conditional mandatory" to handle cases such as Alaska and Hawaii being exempt from IRP, certain fields be mandatory for PRISM only, etc. Sharon Holland, representing Alaska, proposed that fake data be submitted for IRP state/weight for Alaska. The updated list will be posted to the CVISN System Architects list serv. See September action item list below.

4. **Architecture CR 2728 (SAFER CR 131): LAST_UPDATE_DATE and REGISTRATION_EXPIRE_DATE are not enough to determine the current base state for a vehicle.**

   Action Item: Volpe will write a SAFER CR corresponding to **Architecture CR 2728** to make REGISTRATION_START_DATE mandatory in T0022 and T0028.

*Response: Done. SAFER CR 131 was written; it corresponds to new architecture **CR 2954** which supersedes CR 2728. Per discussion with Washington state, CR 2728 will be closed and the expanded issue of mandatory fields will be continued in CR 2954*

5. **Architecture CR 2798 (SAFER CR pending): Business rules/process to clarify data source**

   Action Item: APL will modify CR 2798 to clarify that it addresses submission of vehicle registration data only.

   Response: Done. See Action Item #8.

6. **Architecture CR 2936 (SAFER CR pending): New data element needed**

   Action Item: APL will write an architecture CR to address adding a data element to capture the source of screening enrollment data.

   Response: *Done. CR 2936 will be posted to the CVISN System Architects list serv for comments and will be voted on at the October ACCB.*

7. **Architecture CR 2933 (SAFER CR 124): Changes to SAFER-CVIEW interface to handle REVIEW_REASON_NOT_RATED.**

   Action Item: APL will write an architecture CR corresponding to SAFER CR 124.

   Response: Done. This CR is related to CR 2443 (see Action Item #1). Because additional values are expected, implementation of this CR has been postponed until the January release of SAFER. Beta-testing with the states will begin in early October. This CR will be posted to the CVISN System Architects list serv.

8. **Architecture CR 2798 (SAFER CR pending): Business rules/process to clarify data source**

   Action Item: APL will post CR 2798 with (corrected) proposal option 2b to the CVISN System Architects list serv for 30-day review period.

   Response: Done. This CR is recommended for approval.

9. **SAFER CR: 134**

   Action Item: APL will submit a SAFER CR to document the problem associated with FMCSA Technical Support Call #55111.

   Response: Done.

10. **Architecture CR 2577 (SAFER CR 31):**

    Action Item: APL will post information about T0041P to the CVISN System Architects list serv.

    Response: *Done 2004-08-23. This CR had previously been approved and closed.*

Action Items from ACCB Meeting 23 September 2004

1. **Architecture CR 2933 (SAFER CR 124): Changes to SAFER-CVIEW interface to handle REVIEW_REASON_NOT_RATED**

Action Item: Volpe will send an EDI version of CR 2933 values to Mary Stuart for testing. APL will also post this CR to the CVISN System Architects list serv.

2. **Architecture CR 2935 (SAFER CR 130): Expand scope of capability to delete a record**

   Action Item: APL post to CVISN System Architects list serv.

3. **Architecture CR 2936 (SAFER CR pending): New data element needed**

   Action Item: APL post to CVISN System Architects list serv.

4. **Architecture CR 2954 (SAFER CR 131): Mandatory Data Elements for T0022 and T0028**
   Action Item: Volpe will post a question to the list serv regarding whether the data element IRP_WEIGHT_EXPIRE_DATE is required.

5. **Architecture CR 2954 (SAFER CR 131): Mandatory Data Elements for T0022 and T0028**

   Action Item: Volpe will discuss IRP_BASE_COUNTRY at the PRISM/CVISN meeting.

6. **Architecture CR 2954 (SAFER CR 131): Mandatory Data Elements for T0022 and T0028**

   Action Item: APL will update and post the table of mandatory items to the CVISN System Architects list serv with CR 2954.

7. **SAFER CR pending**
   Action Item: Volpe will write one or more CRs to address an approach to dealing with standardization of data values (eg. numeric values, left-justified character fields).

8. **Architecture CR 2933 (SAFER CR 124) and CR 2443 (SAFER CR 12)**
   Action Item: APL will post discussion on constraint checking to the CVISN System Architects list serv

9. Action Item: Volpe agreed to give the states a heads-up when download files are going to be huge, per Wisconsin's request

Items that the ACCB Recommended for FMCSA Approval

1. Arch CR 2798: Data integrity issues are resulting from a source, other than the authoritative source, submitting vehicle registration data to SAFER.

Items that the ACCB Disapproved

None.