Minutes
CVISN Architecture Configurations Control Board
22 December 2005

Attendees:

Terri Ungerman (LA, OK)	Steve Trudell (NY)	Jingfei Wu (Volpe)
Joe Foster (MD)	Basheer Shaik (NC)	Al Chande (APL)
Keith Dey (NE)	Alana Gourneau (SD)	Nancy Magnusson (APL)
Cathy Beedle (NE)	Debbie Sarvas (SD/IRD.)	Beth Roberts (APL)
John Casteel (NE)	John O'Hara (Volpe)	Sandy Salazar (APL)
Beth Hartley (NE)	Ed Roman (Volpe)	Mary Stuart (APL)
Linda Forrester (NJ)	Andrew Wilson (Volpe)	

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 22 December 2005. The list of CVISN Architecture and SAFER Change Requests (CRs) that were discussed were distributed to the ACCB members via e-mail. The Architecture CRs 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 Beth Roberts (mailto:Onna.Roberts@jhuapl.com) .

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 ACCB minutes and architecture CRs are posted on the Change Request page of the CVISN Web site: http://cvisn.fmcsa.dot.gov/index.html.

For those who wish to join the CVISN System Architects' listserv, please contact Mary Beth Dill, mdill@wvadmin.gov and ask her to add you to the list.

The next meeting will be held **19 January 2006** at 2:00 PM Eastern.

General Discussion

- Volpe presented a Percentages of Data Population spreadsheet for Transaction T0019. If you have any questions regarding your state's percentages, contact FMCSA Technical Support at FMCtechsup@VOLPE.DOT.GOV to submit a call report and ask for John O'Hara.

- The following issue was forwarded to APL by WI and presented at the meeting: "When a VIN correction is performed on the jurisdictions system a snapshot should be created to expire the incorrect VIN (this would be the T0022D) then the jurisdiction should send a snapshot with the corrected VIN registration information. That is apparently not happening in many jurisdictions. The WI CVIEW rejects these VIN

updates and law enforcement is not getting the information that jurisdictions are trying to send."

Volpe said that SAFER currently creates a T0028D transaction for every T0022D transaction uploaded to SAFER for VIN Correction. Each state needs to download the T0028D transaction file to delete the old VIN records from their CVIEW. APL needs to clarify the meaning of the issue with WI to determine if the T0028D transaction satisfies their request. It is also important for states to use the T0022D to delete errors in SAFER so that SAFER can send out the T0028D to the states. Volpe will clarify the process for using the T0022D and the T0028D.

CR Discussion

1. **Arch CR 3013 (SAFER CR 139):** Standardization of data values in XML input transactions. The ACCB decided that states will be required to recertify based on the new data standards and re-baseline their data in order to improve data quality in SAFER. This CR will be implemented in SAFER Release 5.0 due out in late February 2006. **The new data standards will be enforced for each state as they recertify.** After recertification, SAFER will reject the records that do not conform to the new data standards.

Action Items from ACCB Meeting 22 December 2005

1. **Action Item**: DJ Waddell will post the IFTA and IRP standards for account numbers to the CVISN System Architects' listserv.

2. **Action Item**: APL will check to see if there is already a CR regarding the need for a corresponding T0020 for each T0022 record. If you send in a T0022 with the IRP_Account_number field filled in, then you should be required to send in a T0020 (IRP Account Input).

3. **Action Item:** Volpe will post to the CVISN System Architects' listserv the process for implementing the XML standard data requirements listed in the Excel spreadsheet attached to Architecture CR 3013 (SAFER CR 139).

4. **Action Item (ongoing)**: Data Population Spreadsheets. John O'Hara will continue to explore the data population statistics. States with questions should contact John at Volpe (john.o'hara@volpe.dot.gov).

5. **Action Item**: APL will contact Susan Pauls from WI for clarification regarding the issue with VIN corrections and SAFER snapshots.

6. **Action Item:** States should review the listserv posting re use of the DBA field and reply to Barb Hague of Missouri. Barb will lead a discussion of this issue based on responses.

Items That the ACCB Recommended for FMCSA ECCB Approval

1. None.

Items That the ACCB Disapproved

1. None.