Minutes
CVISN Architecture Configuration Control Board Special Topics
29 June 2006

Attendees:

Keith Kennedy (CT)	Hal Rumpca (SD)	Jennifer Dobaczewski (RL Polk)
Chris Campbell (ID/Iteris)	Tammy Duncan (TX)	
Terri Ungerman (LA, OK)	Richard Ollerton (UT)	Frank Maly (RL Polk)
Joe Foster (MD)	Doug Deckert (WA)	John O'Hara (Volpe)
Manoj Pansare (MD)	Bill Goforth (WA)	Andrew Wilson (Volpe)
Jeff James (MN)	Gary Lowe (WY)	Jingfei Wu (Volpe)
Jodee Alm (MT)	Jeff Secrist (FMCSA)	Val Barnes (APL)
Cathy Beedle (NE)	Jason Stein (ACS)	Karen Goldee (APL)
John Casteel (NE)	Kris Weaver (ACS)	Nancy Magnusson (APL)
Beth Hartley (NE)	Bill Guiffre (CSI)	Sandy Salazar (APL)
Terry Shaw (NV)	Joe Crabtree (NORPASS)	Mary Stuart (APL)
Basheer Shaik (NC)	Mark Spellman (NORPASS)	
Dave Huft (SD)	Dick Landis (HELP PrePass)	
Pat Fahey (SD)	Jerry Ward (HELP PrePass)	

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 29 June 2006 to discuss e-screening enrollment and data integrity issues. Associated documents were provided to the participants prior to the meeting. **Please note the proposal for continuing this effort in the Follow-on section at the end of these notes.**

E-Screening Enrollment

Mary Stuart of APL welcomed everyone and asked Hal Rumpca of SD to open the discussion with the summary of SD issues (see attachment, which was distributed prior to the teleconference). Hal mentioned that SD would like to know what other states are doing for roadside e-screening criteria, and what their data update rates are for maintaining that information. He mentioned that SD is not getting all the data from SAFER that its neighboring states have been uploading to SAFER, and the state has been working with Volpe on that issue.

Bill Goforth of WA spoke about the NORPASS transponder numbers. There are ~49K transponder numbers in the WA CVIEW but only ~29K have been loaded in SAFER because associated vehicle registration data is missing for the remainder of the transponders. Bill posed the question whether the CVISN stakeholders want to enroll vehicles in screening if the states are not uploading registration data to SAFER. He noted that WA has manually entered data from cab cards into the WA CVIEW.

Bill said he was interested in discussing e-screening authority in SAFER, and whether it was necessary if the primary goal is to get all transponders possible into SAFER. Bill thought all states should be authorized to use the transponder ID if a vehicle is enrolled, and trying to specify certain states is not necessary because the carriers don't care. Jingfei Wu of Volpe noted that SAFER CR 302 addresses this issue and was presented at the 22 June 2006 ACCB meeting. Volpe wants to more clearly define/illustrate the current screening processes and requirements before they propose any changes to

SAFER. Mary Stuart suggested using the UML modeling as a visual tool. Jingfei offered to host a Web-based meeting to review e-screening modeling diagrams.

Bill thought it was a good idea to have these, more focused, types of telecons outside of the regular ACCB meetings. Jerry Ward of HELP PrePass said he is interested in participating because they are acquiring an Iteris CVIEW and are interested in the data and business processes. Jerry offered to provide the current state requirements for e-screening criteria from the HELP PrePass states.

The discussion turned to e-screening criteria and whether it could be uniform across states. Dick Landis of HELP PrePass said he did not think that was possible. Joe Crabtree of NORPASS said each state needs to determine their own criteria. Bill Goforth said yes, but the data to support those choices need to be available from SAFER. Joe added that was what they based the ModelMacs program on. Doug Deckert of WA said that uniform data is needed, and Hal Rumpca said there should be an agreed minimum amount of data used at the roadside. Joe Crabtree said all that is needed at the roadside is transponder ID and VIN; the other data should be linked into the screening decision from other systems populated by SAFER. Doug noted that screening is a sorting tool, not an enforcement tool.

The discussion turned to means to upload e-screening data into SAFER. Some states have agreements with other states (such as WA) to send data on their behalf. If a non-base state CVIEW sends registration data to SAFER for a non-CVISN state in order to do e-screening, there are problems with data ownership and maintenance of active and inactive status, which leads to the update authorization issue. Bill also mentioned that what might be valid for enforcement in one state may not be in another. So there are problems with a state sending the right set of data to SAFER as a basis for e-screening.

Bill asked whether a service could be provided at the national level for a carrier to enroll for e-screening directly with SAFER and send their registration data, if their base state is not uploading registration data to SAFER. Would FMCSA support such a method?

Richard Ollerton of UT said he had data from a study for CVSA/NORPASS about e-screening and interoperability that he could share with anyone who was interested.

Joe Foster of MD stated that the existence of registration data in SAFER is central to achieving national interoperability. He introduced his analysis of alternative ways to get data to SAFER (see attachments, which were distributed prior to the teleconference). One approach was to use the IRP vendors to send the data for their states if the states requested it. Jason Stein of ACS said this is technically possible, but they would have to figure out how it would actually be implemented and what the associated costs would be. It was mentioned that the I95 Corridor Coalition is also looking into the issue of getting more credential data into SAFER, and they should be included in these discussions. They will have a report out soon on this subject that can be shared with the group.

Several participants expressed an interest in meeting face to face to work on some of these issues and suggested the FMCSA IT conference in KY. That meeting is just for state and federal employees, and it was suggested that a meeting where the vendors and other stakeholders could participate would be better. Jeff Secrist said he would like to schedule an FMCSA-sponsored data workshop sometime in the October to November timeframe, but no earlier due to other meeting schedules and current time commitments to the CVISN grant proposal review process. He would like to take the time to scope out the intent of the meeting, set expectations and goals, and not rush into having a (large, national) meeting that may otherwise have less than expected results.

Mary suggested that we still continue to work these issues through the ACCB and special meetings like this. She also suggested that if a few states were interested in the special topics, they should continue to work on them and share their results with the group. WA agreed that it would be useful to get a core group of states to work each major issue and share the results. To that end he asked which states are interested, and Mary said she would put out a request in the minutes. The consensus was that it is important to continue the momentum and interest the states have developed.

Data Integrity

Bill Goforth began the data integrity issues discussion of data queries and standard checks for what should be expected in the data. He suggested that the authoritative source should be responsible for data quality and that more checking should be incorporated into the CVISN certification process. He asked Volpe about using a Web Query to get the file names that were used for the uploads to SAFER. Andrew Wilson of Volpe said that was possible, and he would work on a CR and get comments from Bill.

Discussion turned to standard data queries. What should states be looking for in the data? Mary suggested states need a standard set of data queries for routine data quality checking. Andrew said he could start with the ones that DJ Waddell of MD created and work with Bill and others on that. John O'Hara of Volpe cautioned that SAFER was not designed for analysis, and people should be careful with the design of their queries; some may not ever get answers returned.

It was noted that Mary Stuart will be the point of contact (POC) for Data Integrity Issues at APL and Jingfei suggested John O'Hara would be the POC from Volpe.

Wrap Up

Mary thanked everyone for participating, and suggested that APL and Volpe continue with the analyses of the major issues, and re-convene as needed to share with the group.

Follow On

Mary Stuart proposes the following plan to facilitate the ongoing interest in resolving the issues under discussion, and at the same time create content for a more formal data workshop in the fall.

Interested stakeholders will form focused working groups to continue analysis of the issues. The working groups will meet via separate telecons or Web-based meetings and will present to the ACCB periodically. Initially there will be three working groups: one for data integrity issues, one for e-screening enrollment and e-screening issues, and one for exploring ways to get more data into SAFER.

APL will create collaboration Web pages on the CVISN SharePoint Web site to enable discussion, post reports, analyses, progress, etc. Everyone interested in participating will have access to those pages to review and post information. Individuals can set up their access to receive e-mail notification whenever changes or additions to the pages are made.

Interested stakeholders are asked to reply to **Nancy Magnusson, nancy.magnusson@jhuapl.edu**, **within the next two weeks** and indicate their interest in participating in one or more of the focused working groups:
  a. Data integrity issues

  b. E-screening enrollment and e-screening issues
  c. Better ways to get IRP data to SAFER

Nancy will set up the CVISN SharePoint collaboration pages for the working groups and will notify interested stakeholders of the participant list. **If you have not e-mailed Nancy for access to the CVISN Collaboration SharePoint site yet, please do so!**

Mary Stuart will facilitate the initial telecons and planning sessions for each group; tentatively aiming for the last week in July or first week in August for this step.

Action Items from Special Topics Meeting 29 June 2006

1. **Action Item**: Jerry Ward offered to provide the current state requirements for e-screening criteria from the HELP PrePass states.
2. **Action Item**: Jingfei Wu will set up an on-line Web meeting to present/brainstorm e-screening enrollment business processes via UML modeling.
3. **Action Item**: Richard Ollerton has access to results from a CVSA/NORPASS study that includes the issues of interoperability. Folks can e-mail him for more information: rollerton@utah.gov.
4. Action Item: Mary Stuart will add I95 Corridor Coalition representatives to subsequent working group telecon lists.
5. **Action Item**: Volpe will write a CR for the Web Query to SAFER to include upload source file names.
6. **Action Item**: Andrew Wilson will also work on standard data integrity queries with Bill Goforth. Andrew will start with DJ Waddell's queries and provide updates to Bill and others for comment.
7. **Action Item**: For all CVIEW managers: please share any data integrity queries or analysis methods with the (proposed) data integrity working group. They will try to consolidate helpful approaches into a standard set of data management guidance.
8. **Action Item**: (Proposed) Focused working groups will continue to work on the issues. The working groups will collaborate via the CVISN SharePoint site, and will present results to the ACCB periodically. Interested stakeholders are asked to reply to **Nancy Magnusson, nancy.magnusson@jhuapl.edu, within the next two weeks** and indicate their interest in participating in one or more of the focus groups:
  a. Data integrity issues
  b. E-screening enrollment and e-screening issues
  c. Better ways to get IRP data to SAFER
9. **Action Item**: (Proposed) Nancy Magnusson will set up the CVISN SharePoint collaboration pages for the focus groups and will notify interested stakeholders of the participants list.
10. **Action Item**: (Proposed) Mary Stuart will facilitate the initial telecons and planning sessions for each group; tentatively aiming for the last week in July or first week in August.

The next CVISN ACCB meeting will be held 20 July 2006 at 2:00 PM Eastern. To be added to the CVISN ACCB contact Nancy Magnusson, nancy.magnusson@jhuapl.edu.

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 URL for the listserv Web site is: http://listserv.wvnet.edu/archives/cvisn_sysarchitects.html.

The URL for the CVISN Collaboration SharePoint site is https://partners.jhuapl.edu/BA/hp/CVISN/default.aspx.