

Minutes
CVISN Architecture Configuration Control Board
21 February 2008

Attendees:

Sharon Easley (FL)	Hal Rumpca (SD)	Dan Coelho (Volpe)
Delaine Adkins (KS)	Tammy Duncan (TX)	Gary DeRusha (Volpe)
Manoj Pansare (MD)	Doug Deckert (WA)	Chris Flynn (Volpe)
Nan Tarlton (MS)	Bill Goforth (WA)	Harry He (Volpe)
Jodee Alm (MT)	Renee Piraino (WI)	Ken Mertz (Volpe)
John Casteel (NE)	Kris Weaver (ACS)	Larry Trudeau (Volpe)
Beth Hartley (NE)	Bill Giuffre (CSI)	Jingfei Wu (Volpe)
Basheer Shaik (NC)	Lauri Brady (HELP/PrePass)	Sandra Boys (APL)
Terri Ungerman (OK)	Chris Campbell (Iteris)	Nancy Magnusson (APL)
Alana Gourneau (SD)	Julie Lane (FMCSA)	Mary Stuart (APL)

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 21 February 2008. The list of Change Requests (CRs) that were discussed was posted to the ACCB Collaboration SharePoint site prior to the meeting. A list of all CVISN Architecture CRs may be found on the ACCB Collaboration site at: https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/CR_Status in the file: "ArchitectureCRs_all". For those CRs discussed at the meeting, the "Description" section of each CR summarizes the discussion and reflects changes to the CR.

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 Boys (sandra.boys@jhuapl.edu).

Items that the ACCB recommends submitting to FMCSA for approval are noted below the action item list.

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

The URL for the ACCB Collaboration site is <https://partners.jhuapl.edu/BA/hp/cvisn/ACCB>. To get a password for the CVISN Collaboration SharePoint site, contact Nancy Magnusson (nancy.magnusson@jhuapl.edu).

The next meeting will be held **20 March 2008** at 2:00 PM Eastern.

Discussion Items

1. Voting on Architecture CRs

None.

2. Architecture CRs for Voting at the next meeting

None.

3. Volpe/CVISN: Report on open SAFER CRs and next SAFER release

Volpe will generate a Star Team report with all SAFER CRs relevant to CVISN stakeholders and post to the ACCB Collaboration CR_Status page.

The March SAFER release will implement three SAFER CRs:

- SCR 33 - Enhance accuracy and performance for T0031 creation
- SCR 1841 - T0031 Timeliness monitoring
- SCR 2162 - Enhance CVISN web service upload for T0019, 20, 21 and 22 Transactions

The SAFER Data Dictionary and SAFER ICD version 8.1 have been posted to the CVISN SharePoint site

(https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/SAFER_Docs/Forms/AllItems.aspx). **States are asked to send comments to JHU/APL for consolidation by 10 March 2008.** Volpe will continue to accept comments on the SAFER ICD at any time.

4. FMCSA Technical Support: Report on trouble tickets and defects

Access to HEAT System

HEAT Self Service is ready to be put into production but there are still problems with getting it on the FMCSA network. Volpe is working with Kris Weaver on testing.

Chris Flynn reported that FMCSA Technical Support is trying to be more proactive in supporting CVISN stakeholders. They are also looking at the call-back methods. Stakeholders should report any problems that go unanswered. Technical Support is also working with the development staff on monitoring and on the daily CVIEW checklist. A new person has been brought onboard to support CVISN.

Terri Ungerman inquired about an outstanding CVIEW call #206624 that regarded mapping the ASPEN data fields to SAFER data elements. Other states noted that this call has been open since October 2007 and that states need the information. Volpe noted that they have been working on mappings and will provide a document to requestors, with the caveat that they are currently remapping.

Operational alerts

As another way to improve communication with state system users regarding the operational status of SAFER, “Operational Alerts” has been added under “Lists” on the home page of the SharePoint site. This list will be open to everyone to post operational problems related to CVISN. In particular, this will be a place for Volpe to post not only the FMCSA Technical Support e-mails that are CVISN-specific, but also more detailed information that the developers might provide. States are encouraged to set alerts for this notification.

<https://partners.jhuapl.edu/BA/hp/cvisn/Lists/Operation%20Alerts/AllItems.aspx>.

CVISN and PRISM call logs are posted at:

https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/CVIEW_Call_Logs

States should send feedback on the report and any requests for formatting changes to Dan Coelho (Daniel.A.Coelho@volpe.dot.gov).

5. Volpe/PRISM: Report on PRISM CRs relevant to CVISN stakeholders

There were no new PRISM CRs for discussion this month. The PRISM team is working on enhanced targeting involving the expiration date, since the IRP status code is not being maintained by CVISN states. Gary DeRusha of the PRISM team requested that John Casteel (NE) check the recent T0022 enhancement, which makes USDOT number optional for vehicles with GVW less than 10,000 pounds; NE had previously reported two records with this condition.

Gary requested states to help with data validation by looking at the refresh records every day to see if vehicles are mapping one-to-one with what they believe should be there. States should report discrepancies. WA noted that the target file published every morning includes only MCSIP vehicles. Gary noted that this is only a sample, but would still be a good check.

6. Developers’ Call Report

No report this month.

7. Proactive Data Quality Focus Group Report

Bill Goforth of WA explained the files related to T0031 timeliness and missing T0031 data that he placed in the Document Library for the telecon. In particular, the document “PRISM Lends a Helping Hand” explains how Washington is using a new non-production PRISM Census (carrier) baseline file to monitor timeliness of T0031 data. WA’s first attempt at doing this identified thousands of missing T0031 updates. The other files on the telecon page contain samples of the missing updates. Jingfei Wu (Volpe) and Bill will review the reports generated by WA. The Volpe CVISN team agreed to work with the PRISM team on the PRISM file. States are requested to compare the spreadsheets to data in their CVIEW databases and report discrepancies.

Subsequent to the meeting, WA documented a proposed workaround solution and submitted it as a CR to FMCSA. The request is available on the telecon workspace and in the CR_Status library on the SharePoint ACCB page. It proposes that the SAFER support team implement a process to generate missing T0031 data on a weekly basis using a file prepared by Washington that contains

USDOT numbers for all missing PRISM and ISS score updates since the last T0031 baseline. This process would be considered a temporary workaround while problems causing missing T0031 updates are being corrected. States are asked to comment.

8. Other Items

Baselining

Jingfei Wu requested states send fresh data to SAFER so that the next T0028 baseline will be clean. There was a discussion about whether states should hold off on baselines until Volpe takes the next T0028 snapshot.

XML Validation

States noted that they are seeing data in T0031 files that is not consistent with the XML schema. Jingfei said that the schema may be too restrictive, as there have been changes in MCMIS and other upstream systems which feed SAFER. Volpe “resolves” the data before generating the T0031 files.

Non-Authoritative Data Issue

Hal Rumpca of SD asked whether FMCSA is working with the Division Administrators (DAs) of states that are not uploading registration data to SAFER. Mary Stuart reported that FMCSA has contacted the DAs in WA and KY and asked them to notify the Divisions/States for which they will be uploading cab card data to help alleviate any concerns that may arise from acting on their behalf. A teleconference between WA, KY, and Volpe will be held to discuss the details of the process for uploading non-authoritative registration data to SAFER for e-screening purposes.

Action Items from Recent ACCB Meetings*

- **Action Item 134 (Volpe-Jingfei Wu):** Provide a level of effort estimate for all SCRs scheduled for September 2008 release and present at next ACCB meeting. *Open. Volpe will provide this information at the March ACCB meeting.*
- **Action Item 140 (Volpe-Jingfei Wu):** Generate a Star Team report with all SAFER CRs relevant to CVISN stakeholders and post to the ACCB Collaboration CR_Status page (https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/CR_Status/Forms/AllItems.aspx).
- **Action Item 141 (Volpe-Ken Mertz):** Send document on ASPEN data to Kris Weaver and Terri Ungerman.
- **Action Item 142 (NE-John Casteel):** Reply to Volpe-Gary DeRusha regarding whether they have received the two records for vehicles with GVW < 10,000 lbs. that do not require a USDOT number.

- **Action Item 143 (Volpe-Ken Mertz):** Check on status of access to HEAT Self-Service for Kris Weaver.

* Action Item numbers line up with the Action Item list on the CVISN Collaboration SharePoint site.

Items that the ACCB Recommended for FMCSA ECCB Approval

None

Items that the ACCB Disapproved

None.

Note: Updates to the Architecture CRs discussed at this meeting can be found in the file: "ArchitectureCRs_all" which is on the ACCB Collaboration CR Status page (https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/CR_Status).

Also please note that the comments in the "Description" sections of recent CRs have been re-organized so that the most recent information will be listed first.