Minutes
CVISN Architecture Configuration Control Board
17 April 2008

Attendees:

Tom Gunther (CA)	Keith Dey (NE)	Julie Lane (FMCSA)
Joe Foster (DC)	Steve Trudell (NY)	Dan Coelho (Volpe)
Sharon Easley (FL)	Terri Ungerman (OK)	Chris Flynn (Volpe)
Mark Bell (KY)	Hal Rumpca (SD)	Ken Mertz (Volpe)
Cliff Estes (LA)	Tammy Duncan (TX)	Larry Trudeau (Volpe)
Manoj Pansare (MD)	Bill Goforth (WA)	Jingfei Wu (Volpe)
Pauline Weed (ME)	Renee Piraino (WI)	Sandra Boys (APL)
Cathy Beedle (NE)	Kris Weaver (ACS)	Nancy Magnusson (APL)
John Casteel (NE)	Bill Giuffre (CSI)	Mary Stuart (APL)

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 17 April 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 **22 May 2008** at 2:00 PM Eastern.

Discussion Items

1. Voting on Architecture CRs

None.

2. Architecture CRs for Voting at the next meeting

- Architecture CR 5544 (SCR tbd) – Synopsis: Need for Standard Code Set

This CR requests that SAFER, ASPEN, and other federally available commercial vehicle enforcement software use the vehicle codes from a standard set of Vehicle Use Type Codes. All vehicle codes wouldn't need to be available for each software package, but each software package should use a subset of the standard set of Vehicle Use Type Codes.

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

These SAFER CRs (SCR) have been implemented this month:
- 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

There are no release notes.

Larry Trudeau (Volpe) noted that there were two issues responsible for missing US DOT numbers in T0031 transactions:
1. Records in SAFER and in the PRISM baseline but missing from T0031 – this situation should have been corrected by the SCR 33 fix
2. Records that are in MCMIS but do not make it into SAFER – this problem has not been resolved

Ken Mertz (Volpe) said that a T0031 baseline will be run on April 22. Bill Goforth (WA) will continue to run the weekly monitoring report.

Jingfei Wu (Volpe) mentioned that a SCR will be implemented in FY2008 to address the T0028 v3 schema to support Web services.

These 5 SCRs are still on the list for the September 2008 SAFER release:

Develop capability to handle errors at single record level	89
Enforce data integrity checking among T0020, T0021 and T0022	147
Last Update Date in T0031 doesn't reflect correct date from MCMIS to SAFER transfer	301
CR/LF in VIN field of T0030	1838
SAFERMON enhancement	1854

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

Kris Weaver supplied test results from HEAT. Chris Flynn took an action item to get answers to her questions.

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.

6. Developers' Call Report

There was no Developers' call this month.

7. E-screening Focus Group Report

No report this month.

8. Proactive Data Quality Focus Group Report

Bill Goforth reported that the next focus for the group will be on looking at why transactions between MCMIS and SAFER are delayed.

WA anticipates beginning to upload data to SAFER for other states on 21 April 2008, per letters sent by Anne Ford to notify all states. It is expected that only about 3750 records will be uploaded. IL and FL expect to be uploading soon and requested to be excluded. WA will not upload for MN, pending a de-certification policy.

9. Other Items

Purging Data from States No Longer Uploading
Volpe has an outstanding action item to develop a policy for decertification. While states agreed that old data can be misinterpreted, there was a concern that data from a state no longer uploading but still participating in PRISM should not be purged. FMCSA Technical Support agreed to send an email to CVISN states to notify them when a state is no longer participating in CVISN. States can then exclude that data from their CVIEWs if they so desire. This notification will also be posted under Operational Alerts on the CVISN Collaboration site (set an alert on https://partners.jhuapl.edu/BA/hp/cvisn/Lists/Operation%20Alerts/AllItems.aspx).

Maryland IFTA Uploads

It was mentioned that Maryland is uploading a large volume of IFTA data on a daily basis. This is not a problem at this time, but states should be discouraged from uploading baseline files on a daily basis.

<u>Authoritative Source Issue</u>
MT noted that it appears that if a state cannot find a MT plate in whichever database that they are using, regardless if the driver has a copy of his IRP Cab card and/or if they call the state of MT, the drivers are being given a hard time and even having their plates pulled from their vehicle. MT requested that states be reminded that the IRP Cab Card and the IRP State are the authoritative sources and that the systems are screening tools for further review.

States on the call questioned whether the problem was widespread and suggested that MT should make direct phone calls to states where this situation is occurring.

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 May ACCB meeting.*

- **Action Item 144 (WA-Bill Goforth):** During the first week in April, run the program to identify missing T0031 data and inform Volpe of the results. *Open. Bill will run this report on 25 April.*

- **Action Item 145 (Volpe-Jingfei Wu):** Provide estimate of the work needed to implement the workaround CR to generate the missing data from a list of USDOT numbers supplied by WA. *Closed. Since implementation of SCR 33, few such cases are expected.*

- **Action Item 146 (Volpe-Chris Flynn and David Acker)**: Look into the request for mapping ASPEN data fields into SAFER. *Open.*

- **Action Item 147 (Volpe-FMCSA Technical Support):** Notify the group when re-certification of all states is complete so they can plan for the re-baseline. *Open. Not all states have been re-certified yet.*

- **Action Item 148 (Volpe-FMCSA Technical Support):** Notify states (via e-mail and Operational Alerts) when a state is no longer uploading data to SAFER. *New.*

- **Action Item 149 (Volpe-Chris Flynn)**: Reply to Kris Weaver on HEAT test results. *New.*

- **Action Item 150 (WA-Bill Goforth):** Post list of jurisdictions for which WA will be uploading data to SAFER on the telecon workspace for the 2008-04-17 ACCB meeting. *New; done.*

* 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.