Minutes
CVISN Architecture Configuration Control Board
21 August 2008

Attendees:

Terri Ungerman (AR/OK)	Hal Rumpca (SD)	Jim Gentner (PrePass)
Sandy Bowling (IN)	Shirley Ashbrook (TX)	Dick Landis (PrePass)
Delaine Adkins (KS)	Jennifer Spuler (TX)	Julie Lane (FMCSA)
Jodee Alm (MT)	Bill Goforth (WA)	Chris Flynn (Volpe)
John Casteel (NE)	Kris Weaver (ACS)	Jingfei Wu (Volpe)
Beth Hartley (NE)	Anthony Velez (CSI)	Sandy Boys (APL)
Steve Trudell (NY)	Chris Campbell (Iteris)	Nancy Magnusson (APL)
Basheer Shaik (NC)	Lauri Brady (PrePass)	

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 21 August 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 **18 September 2008** at 2:00 PM Eastern.

Discussion Items

1. Voting on Architecture CRs

   None this month. Architecture CR 5679 "Request carrier name in SAFERSYS UCR query output" will not be voted on by the CVISN ACCB because it was already submitted to FMCSA via the UCR Board. UCR and CVISN are distinct FMCSA programs. FMCSA has decided that all change requests related to UCR shall go through the UCR Board. The UCR Board will brief the CVISN ACCB. The point of contact on the UCR Board is Dave Lazarides. Since this CR has been submitted to FMCSA, a corresponding SAFER CR will probably be on the list of SAFER CRs for CVISN stakeholder prioritization.

2. Volpe/CVISN: Report on new and open SAFER CRs and SAFER releases

   Five of the six new SAFER CRs presented by Volpe are maintenance CRs. SAFER CR 2461, which addresses the need to update the ISS calculation for carriers with insufficient data so that SAFER and MCMIS report the same value, is considered an enhancement. It will be on the list of SAFER CRs for CVISN stakeholder prioritization.

3. Prioritization of CRs

   Volpe will prepare an updated list of open SAFER CRs for discussion at the September CVISN ACCB meeting. The list will include the three SAFER CRs that were bumped from the September 2008 release (SCRs 147, 301, and 1782), SAFER CR 2461, the SAFER equivalent of Architecture CR 5679, and the SAFER CRs on the 2008 prioritization list that have not been addressed.

4. FMCSA Technical Support (Chris Flynn, Volpe FMCSA Technical Support Project Manager or designee)

   Chris Flynn reported that 508 certification is almost complete for the HEAT self service system. The recent T0031 problem was handled quickly by Volpe after it was reported by Bill Goforth. Chris Flynn explained that the problem was due to server space.

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

   No-one was on the call to represent the PRISM program. Julie Lane will coordinate with PRISM Program manager Tom Lawler for ongoing PRISM support of the ACCB meetings.

6. CVISN ACCB Action Item Review

- **Action Item 146 (Volpe-Chris Flynn and David Acker)**: Look into the request for mapping ASPEN data fields into SAFER. **SUSPENSE DATE: 2008-07-31.** *Done. Document has been posted to the CVISN Collaboration SharePoint site. Several fields need clarification, so the document will be reposted next week after Chris Flynn and Kris Weaver discuss.*

- **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. *Done. WI was re-certified for T0022v3 and was re-baselined on 31 July 2008.*

- **Action Item 158 (Volpe)**: Provide definitive list of CRs that are going to be implemented in September release, update on schedule of SAFER releases in the September 2008 timeframe and details on what the changes will be. **SUSPENSE DATE: 2008-08-19.** *Done.*

- **Action Item 159 (Volpe)**: Provide updated list of outstanding SAFER CRs to review with ACCB for prioritization. **SUSPENSE DATE: 2008-08-19.** *Open. Will be provided at next ACCB meeting.*

- **Action Item 160 (Volpe):** Develop a new SCR to address the problem that ISS scores in SAFER are not current for some carriers with insufficient data due to 1) ISS scores for carriers with insufficient data are not recalculated on a regular basis and/or 2) that the SAFER and A&I algorithms used for ISS score calculations for these carriers are not in sync. **SUSPENSE DATE: 2008-08-19.** *Done. SCR 2461*

- **Action Item 161 (JHU/APL)**: Send e-mail to states to request input on COACH Part 1 changes and requirements for IFTA data. Due date will be August 18, 2008. **SUSPENSE DATE: 2008-07-22.** *Done.*

- **Action Item 162 (Volpe)**: Perform analysis on a work around related to the Last Update Date, since SCR 301 will not be done for the September release, and get back to ACCB with choices. **SUSPENSE DATE: 2008-08-19.** *Open. Volpe suggested a meeting to obtain state input. A telecon will be scheduled for 2008-09-10 at 2 p.m. Eastern time.*

- **Action Item 163 (JHU/APL & Volpe):** Clarify what Volpe is planning for new MCMIS data elements related to "last activity" and "last activity date". Stakeholders are interested in what defines "activity" and the time frame that determines active/inactive status. **SUSPENSE DATE: 2008-08-19** *Open. Will continue to monitor FMCSA Information Management Authority (IMA) discussion on new MCMIS fields.*

7. **Review of new and open CVISN Architecture CRs**

   State comments to date on COACH Part 1 and on the Core CVISN requirement 4.3.8 "Proactively provide updates to carrier snapshots as needed when IFTA credentials actions are taken or tax payments are made" were posted to the ACCB page and summarized at the meeting. Ten states have responded specifically to the question of whether exchanging IFTA data should remain a core requirement. All responses have been affirmative. Comments on COACH Part 1 will be analyzed, clarified with submitters as appropriate, and presented to FMCSA. Architecture CRs 5678 and 5692 will be updated accordingly. Changes to COACH Part 1 will be presented at the 2008-09-18 ACCB meeting.

8. **Proactive Data Quality / Operational Issues Focus Group report (Bill Goforth)**

   No report this month.

9. **Other Topics**

- 2008 CVISN Deployment Workshop

The Workshop will be rescheduled. More information will be available in early September.

- Maryland IFTA Updates

The IFTA daily updates for Maryland's PreVIEW have now changed to incremental updates (instead of the full updates), so states will no longer need to process a full MD IFTA download from SAFER every night.

Action Items from Recent ACCB Meetings*

- **Action Item 159 (Volpe)**: Provide updated list of outstanding SAFER CRs to review with ACCB for prioritization. **SUSPENSE DATE: 2008-09-17.** *Open.*

- **Action Item 162 (Volpe)**: Perform analysis on a work around related to the Last Update Date, since SCR 301 will not be done for the September release, and get back to ACCB with choices. **SUSPENSE DATE: 2008-09-10.** *Open. Telecon will be held with all interested stakeholders on 2008-09-10 at 2 pm Eastern time to discuss Last Update Date.*

- **Action Item 163 (JHU/APL & Volpe):** Clarify what Volpe is planning for new MCMIS data elements related to "last activity" and "last activity date". Stakeholders are interested in what defines "activity" and the time frame that determines active/inactive status. S**USPENSE DATE: 2008-09-18** *Open. Will continue to monitor FMCSA Information Management Authority (IMA) discussion on new MCMIS fields.*

- **Action Item 164 (Volpe-Chris Flynn/Kris Weaver)**: Post updated Inspection Mapping file to ACCB site. **SUSPENSE DATE: 2008-09-15.** *New. Comments have been submitted regarding the mapping that is currently posted. After Volpe and Kris Weaver discuss the questions, a new mapping file will be posted for states to review for the 9/18 CVISN ACCB meeting.*

- **Action Item 165 (FMCSA-Julie Lane/Volpe)**: Coordinate PRISM participation in CVISN ACCB. **SUSPENSE DATE: 2008-09-18.** *New.*

* 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 organized so that the most recent information will be listed first.