

Minutes
CVISN Architecture Configuration Control Board
23 October 2008

Attendees:

Terri Ungerman (AR/OK)	John Casteel (NE)	Lauri Brady (PrePass)
Kaz Safarian (DC)	Beth Hartley (NE)	Julie Lane (FMCSA)
Sharon Easley (FL)	Steve Trudell (NY)	Tom Lawler (FMCSA)
Dave Lazarides (IL/UCR)	Lynne Jones (OK/UCR)	Linley Oberman (FMCSA)
Sandy Bowling (IN)	Hal Rumpca (SD)	Kanika Tolver (FMCSA)
Dick Hayworth (IN)	Dan Cline (TN)	Chris Flynn (Volpe)
Cliff Estes (LA)	Paul Hurd (TN)	Tim Hayes (Volpe)
Debby Palazzo (LA)	Shirley Ashbrook (TX)	Harry He (Volpe)
Melissa Zachary (LA)	Tammy Duncan (TX)	Ed Roman (Volpe)
Kalyna Nedilsky (MD)	Bill Goforth (WA)	Larry Trudeau (Volpe)
Jodee Alm (MT)	Renee Piraino (WI)	Sandy Boys (APL)
Dennis Hult (MT)	Anthony Velez (CSI)	Nancy Magnusson (APL)
Cathy Beedle (NE)	Chris Campbell (Iteris)	Mary Stuart (APL)

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 23 October 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 November 2008** at 2:00 PM Eastern.

Discussion Items

1. UCR Board – CVISN ACCB Coordination

Dave Lazarides and Lynne Jones reported on two UCR issues. First, Lynne informed the ACCB of the letter from FMCSA in April that disapproved the request for display of carrier legal name and DBA name on the UCR query response screen. Disapproval was based on the assumption that only one name field was available from MCMIS and resources were not available to implement the request. The request was discussed at the UCR Board meeting in May; FMCSA has been asked to reconsider the request and to display the name stored in MCMIS. States noted that the carrier name is useful to roadside personnel. Dave suggested the UCR Board should remind FMCSA about the request to reconsider. Later in the meeting, Cathy Beedle emphasized that both fields are in MCMIS, so the request is for the display of the existing data elements, not for new data elements.

Next, the current defect in the UCR download process was discussed. Larry Trudeau of Volpe explained some of the findings that Volpe has encountered during the investigation of the bug. One problem seems to be a sequencing issue between uploads and downloads. FMCSA and Volpe are addressing this as a high priority issue because it impacts all states dealing with UCR and all carriers that are self-registering.

Julie Lane informed the states that Administrator Hill is supportive of the use of CVISN grant funds for states to develop Web services interfaces to exchange UCR data with SAFER. FMCSA does not have funding to certify the UCR upload/download processes in any additional states. However, states may use CVISN grant funds to hire a vendor to develop an interface and to handle troubleshooting of problems. States may also use grant funds to pay Volpe for such support.

2. Voting on Architecture CRs

Voting on COACH Part 1 Version 4 and the associated CRs 5678 and 5692 was postponed until the 20 November meeting, pending a response from MT regarding the history of changes to COACH Part 1 since Version 1 which was published in 1999.

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

Volpe noted that they are in final testing of SCR 89 “Develop capability to handle errors at single record level”; it should be deployed on November 1.

Volpe discussed SAFER CR 2579 “Add a new Recent Activity data to all census file records to record the existence of recent activity on the part of the carrier”. Larry Trudeau noted that this is a multi-application SCR that has been approved in MCMIS. Volpe is in the requirements-gathering phase now. Chris Flynn noted that the SCR affects mainly SafetyNet users.

Subsequent to the meeting, Maryland provided additional background information. In July 2008, they inquired about MCMIS's official criteria for "active" vs. "inactive". They were told by FMCSA that:

- A carrier only becomes "inactive" if it informs FMCSA that it is no longer in business. A USDOT number is not rescinded or revoked; operating authority may be rescinded or revoked.
- If a carrier has an unsatisfactory rating, it is still "active" unless it informs FMCSA that it is no longer in business.
- A carrier may have long periods of inactivity and still remain "active" in MCMIS because it has not informed FMCSA that it is no longer in business.

Maryland noted that the SCR may provide for a better way of tracking whether carriers remain active, regardless of their official updates to FMCSA.

4. Prioritization of CRs

As plans are being developed for FY2009 SAFER releases, FMCSA and Volpe would like CVISN stakeholder input on priorities of outstanding SAFER CRs (SCRs). **States are requested to indicate their priorities and post to the discussion "CR Prioritization" at: <https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/Lists/CR%20Prioritization/Subject.aspx> no later than 21 November 2008.** Volpe will analyze state input and present the results on December 3 at the 2008 CVISN Deployment Workshop. Please note that any CRs that are approved in the next two months will be factored into the FY2009 SAFER Development Plan at that time.

For more information, please refer to the document "2008-10-17 Prioritization Instructions.doc" on the telecon workspace:

<https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/2008-10-23/default.aspx?InstanceID=1>.

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

Chris Flynn reported that 508 certification is not yet complete for the HEAT self-service system.

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

Tom Lawler and Linley Oberman reported on the change to Query Central to display the IRP status field, which was withdrawn from the September release. Because the field is either not maintained or used in different ways by different states, it is confusing and misleading to law enforcement. The PRISM program staff does not think it belongs on the PRISM tab of Query Central, though perhaps it may be appropriate on a CVISN tab. NE noted that a vehicle may be declared inactive (e.g., if it were sold) but have a registration expiration date in the future. There was a general discussion of inconsistent use of 900 series codes to indicate vehicle inactive. Query Central does not display the actual codes. NE took an action item to develop a proposal for use of the 900 series codes.

7. CVISN ACCB Action Item Review

- **Action Item 159 (Volpe):** Provide updated list of outstanding SAFER CRs to review with ACCB for prioritization. **SUSPENSE DATE: 2008-10-17.** *Closed.*
 - **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. *Closed. See discussion of SAFER CR 2579 above.*
 - **Action Item 164 (Volpe-Chris Flynn/Kris Weaver):** Post updated Inspection Mapping file to ACCB site. **SUSPENSE DATE: 2008-09-30.** *Completed.*
 - **Action Item 166 (Volpe):** Reply to Jennifer Spuler, TX, on questions related to update dates in XML schema files. **SUSPENSE DATE: 2008-09-30.** *Closed. Draft document explaining which data element to use for various transactions was reviewed by Volpe; document posted to CVISN Collaboration site (<https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/General%20Docs/Forms/AllItems.aspx>).*
 - **Action Item 167 (JHU/APL):** Contact MO and WI regarding SAFER CRs 18 and 173. **SUSPENSE DATE: 2008-09-30.** *Open. WI replied that these CRs may be withdrawn. Awaiting reply from MO.*
 - **Action Item 168 (JHU/APL):** Contact states personally before ACCB meeting when CR submitted by them is going to be discussed. **SUSPENSE DATE: Ongoing.**
 - **Action Item 169 (Bill Goforth, WA):** Work with Bill Guiffre, Chris Campbell, and Mark Bell to develop CRs for e-screening. **SUSPENSE DATE: 2008-10-22.** *Closed. Architecture CR 5849 developed.*
8. Review of new and open CVISN Architecture CRs

John Casteel and Bill Goforth presented Architecture CRs 5848 “Non-numeric US DOT Number” and 5849 “Change SAFER and CVIEW T0024V2 Transponder Update Logic”.

New Action Items from ACCB Meeting*

- **Action Item 170 (JHU/APL):** Respond to MT on history of COACH Part 1 updates from Version 1 (1999) through the Version 4 which is before the CVISN ACCB. **SUSPENSE DATE: 2008-11-14.** *New.*
- **Action Item 171 (UCR Board – Dave Lazarides and Lynne Jones):** Remind FMCSA to reconsider the change request related to display of the carrier legal name and carrier DBA name on the UCR query response. **SUSPENSE DATE: 2008-11-20.** *New.*
- **Action Item 172 (Volpe):** Provide more information to the CVISN ACCB on the genesis of SCR 2579. **SUSPENSE DATE: 2008-11-14.** *Closed. See information provided by MD under discussion of new SAFER CRs.*

- **Action Item 173 (Cathy Beedle):** Review IRP status codes and propose a set of values for the ‘900 series’ that describes reasons for ‘inactive’ status. **SUSPENSE DATE: 2008-11-20.** *New. Linley Oberman of FMCSA offered to help as well.*
- **Action Item 174 (Volpe):** Provide more information on SCR 705 “VIN validation”. **SUSPENSE DATE: 2008-11-20.** *New.*
- **Action Item 175 (JHU/APL):** Determine whether ARC CR 5848 is a subset of ARC CR 5087 “Business Rules to Support Data Quality Regarding USDOT Number”. If so, combine them and delete 5848 from prioritization list. **SUSPENSE DATE: 2008-11-14.** *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.