

Minutes
CVISN Architecture Configuration Control Board
17 May 2007

Attendees:

Keith Kennedy (CT)	Bob Hale (OK)	Tim Gonsalves (Volpe)
Joe Foster (DC)	Alana Gourneau (SD)	Ed Roman (Volpe)
Kalyna Nedilsky (MD)	Hal Rumpca (SD)	Andrew Wilson (Volpe)
Manoj Pansare (MD)	Tammy Duncan (TX)	Jingfei Wu (Volpe)
Jodee Alm (MT)	Doug Deckert (WA)	Val Barnes (APL)
Cathy Beedle (NE)	Todd Ganey (WA)	Nancy Magnusson (APL)
John Casteel (NE)	Kris Weaver (ACS)	Sandy Salazar (APL)
Keith Dey (NE)	Anthony Velez (CS)	Mary Stuart (APL)
Beth Hartley (NE)	Terri Ungerman (Westcliffe)	
Steve Trudell (NY)	Dan Coelho (Volpe)	

A meeting of the CVISN Architecture Configuration Control Board (ACCB) was held 17 May 2007. The list of Change Requests (CRs) that were discussed was distributed to the ACCB members via e-mail prior to the meeting. CRs reviewed at the meeting are attached to these minutes.

Action items assigned appear in the relevant sections of the minutes. Comments or corrections to these minutes or the CRs should be sent to Sandra Salazar (sandra.salazar@jhuapl.edu).

Items that the ACCB recommends submitting to FMCSA for approval are noted below the action item list. In the attached list of CRs discussed at the meeting, the "Description" section of each CR summarizes the discussion and reflects changes to the CR.

The ACCB minutes and architecture CRs are posted on the Change Request page of the 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 **21 June 2007** at 2:00 PM Eastern.

Discussion Items

1. The document *CVISN Deployment Workshop: Solving the Issues, Summary Report* is available on the CVISN Collaboration SharePoint site at:
<https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/2007Wkshp/GeneralDocs/Forms/AllItems.aspx>.

2. Voting on Architecture CRs

The voting process (posted at: <https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/2007-05-17/default.aspx?InstanceID=1>) was reviewed, with emphasis on the proxy/vote procedure. Please note that voting results are posted on the ACCB Collaboration site under the Document Library “CR_Status”. The document is: “ACCB-CR_Voting”.

- **Architecture CR 4990 – Synopsis:** Business Rules to Support Data Timeliness
This CR was recommended for FMCSA approval by 13-0 vote. Subsequent to the meeting, the CR was approved by Jeff Secrist.
- **Architecture CR 4991 – Synopsis:** Business Rules to Support Data Quality
This CR was discussed but a vote was not taken because of concerns expressed by MT and MD that states that have not yet implemented PRISM cannot fulfill the requirements implied by this CR. There was discussion regarding the purpose of the CR: is it a statement of principles to which CVISN states should agree or is it a statement of requirements that the states intend to enforce in their CVIEW systems and want Volpe to enforce in SAFER? Both at the CVISN Deployment Workshop and at the ACCB meeting, there was general agreement that this CR captured goals to which states should aspire. However, it was decided that the rules should be divided into at least two CRs, one or more that contain rules that all states can meet and enforce today and others that contain rules that will be enforced in the future. The latter CRs will be entered into Star Team with the status ‘deferred’. SAFER CR(s) to enforce the business rules that states can meet now will be written and entered into the system for consideration in the FMCSA FY2008 plan. APL and Volpe took an action item to write/rewrite the CVISN architecture and SAFER CRs.

3. FMCSA Technical Support (Dan Coelho): Report on trouble tickets and defects

Dan reported on the number of calls that were received in the last two months and how many were closed. MD asked when states are going to have visibility into trouble tickets. Dan noted that Volpe plans to post that information to the CVISN Collaboration site soon. He noted that “HEAT self service” is not yet available. MD also requested that information be made available to states concerning when an interim release is going to occur. Several people mentioned that they have not been receiving emails from FMCSA Technical Support regarding baselines, releases, etc. Jingfei said that states should get an email on the T0030 bug fix by 18 May.

4. Volpe Discussion of Three New SAFER CRs that have Corresponding Architecture CRs

- **Architecture CR 5030 (SAFER CR 1695) - Synopsis:** Modify T0018 Inspection Report Input Transaction to allow for Pre-Authority Safety Audit (PASA) value

Volpe reported that ASPEN and SAFETYNET users are impacted by this CR. There is no impact on CVIEW. States also indicated that they have no interest in having the PASA value added to the T0030 transaction. This CR will be voted on at the next CVISN ACCB meeting.

- **Architecture CR 5031 (SAFER CR 1697) - Synopsis:** Modify T0018 Inspection Report Input Transaction to accept new values from Level VI inspections

Volpe reported that ASPEN and SAFETYNET users are impacted by this CR. There is no impact on CVIEW. This CR will be voted on at the next CVISN ACCB meeting.

- **Architecture CR 5032 (SAFER CR 1716) - Synopsis:** Add Target Indicator to the T0028 Transaction

APL took an action item to discuss with Gary DeRusha whether addition of the target indicator to the T0028 would eliminate the need for the T0041P. Jingfei suggested that there are other fields in the T0041P that states might need. If this can be clarified by 4 June, the CR will be updated and voted on at the next CVISN ACCB meeting.

5. Volpe Report on SAFER CRs Scheduled for the September 2007 SAFER 5.3 Release

- **Architecture CR 2562 (SAFER CR 50) - Synopsis:** Request to review SAFER business rule regarding multiple VINs (Review business rule for vehicle registration transaction)

Volpe took an action item to update the analysis in SCR 50 to reflect discussion at the 2007-05-08 PRISM/CVISN Business Rules telecon. The architecture CR was previously approved.

- **Architecture CR 2798 (SAFER CR 122) - Synopsis:** Data integrity issues are resulting from a source other than the authoritative source submitting vehicle registration data to SAFER (A source other than the authoritative source can submit vehicle registration data to SAFER)

The requirements need to be finalized and reported to the CVISN ACCB. This will be discussed at the Escreening Focus Group teleconference on 23 May 2007

(<https://partners.jhuapl.edu/BA/hp/cvisn/ACCB/ESFG/2007-05-17/default.aspx?InstanceID=1>). The architecture CR was previously approved.

- **Architecture CR 3670 (SAFER CR 302) - Synopsis:** Develop a Business Use Case for E-screening Enrollment and Transponder ID Management (Implement capability to revoke escreening authorization)

Volpe has rewritten SCR 302 to be the replacement for Architecture CR 4948 "T0023 E-Screening Enrollment Transaction is Ineffective" which was withdrawn at the 2007-04-19 ACCB meeting (Refer also to Workshop action item #99). If the architecture CR 3670 can be clarified by 4 June, the CR will be updated and voted on at the next CVISN ACCB meeting.

- **Architecture CR 4837 (SAFER CR 536) - Synopsis:** Request for new XML transaction to provide near real-time OOSO changes to PRISM and CVISN users (Improve timeliness of critical fields for PRISM business processes)

This CR will be voted on at the next CVISN ACCB meeting.

- **Architecture CR 4651 (SAFER CR 705) - Synopsis:** Implement VIN, IRP Account and IFTA Account validation for SAFER XML Service input transaction

States' requirements were presented to Volpe in February, 2007. The requirements need to be harmonized/finalized by Volpe and reported to the CVISN ACCB. If this can be clarified by 4 June, the CR will be updated and voted on at the next CVISN ACCB meeting.

- **Architecture CR 4795 (SAFER CR 1429) - Synopsis:** States request a capability for a state to select to receive the most recent record or all records for a given VIN, via the subscription process

The SAFER development team is analyzing whether the "Duplicates" filter can be enhanced to retrieve the latest registration record. If not, a new filter will be created to support the future business rule changes in the T0022 transaction. If this can be clarified by 4 June, the CR will be updated and voted on at the next CVISN ACCB meeting.

- **Architecture CR NA (SAFER CR 1613) - Synopsis:** Modernization of MCMIS snapshot process to SAFER

Not an architecture CR.

6. Review of New and Open CVISN Architecture CRs not previously discussed

- **Architecture CR 5007 - Synopsis:** T0031 Data Timeliness Monitoring

Volpe has not performed a preliminary analysis of this CR. Volpe indicated that the CR needs to be sent to FMCSA (Jeff Secrist and Janet Curtis). They will need to submit an IT Systems Change Request Form so that this can be sent to FMCSA Technical Support and entered in the HEAT system. This should be submitted as a request for estimate. The estimate will be done by the MCMIS team.

7. Proposed CVISN Change Request Form

The action team working on ACCB process improvement has proposed that change requests need to be clearly written and need to state the impacts to states and to federal systems, to the best knowledge of the author. The change request form (CRF) posted on the FMCSA CVISN Web site will be required. The team has developed a revised form, based on the existing CVISN CRF, IT Systems Change Request Form (Info Sys form), and forms in use by FMCSA Technical Support. This form and an example of its use are posted on the ACCB Collaboration site workspace for the ACCB telecon (Draft CR Template_V04, Example

CR_V02). The team proposes that this form, when agreed to by the CVISN ACCB and approved by FMCSA, should replace the form currently on the FMCSA CVISN Web site.

There is concern that the new FMCSA governance process requires all change requests for FMCSA systems to use the new Info Sys form. Since this form has recently been approved, it is unlikely that FMCSA is going to consider another form at this time. In addition, there are concerns that the proposed CVISN CRF does not map readily into Star Team, the change tracking system used by APL for architecture CRs and by Volpe for SAFER CRs. There are also concerns that the information that is to be specified by the “requestor” should be part of the Volpe analysis instead.

Comments on the proposed CVISN Change Request Form should be posted on the ACCB Collaboration site or emailed to Nancy Magnusson (nancy.magnusson@jhuapl.edu).

Action Items from ACCB Meeting 17 May 2007*

- **Action Item 109** (Volpe): Provide more information to states on the implementation of (Architecture CR 4776) SAFER CR 1507 Synopsis: SAFER Upload Change Tracking - a SAFER Web page and/or Web service query capability is needed that will allow a state to retrieve all XML transaction data for a vehicle, fleet, or other uploaded entity that is uploaded by a state using a T0019, 20, 21, 22 or 24 transaction. *Volpe will demo these reports at the Escreening Focus Group telecon on 23 May 2007.*
- **Action Item 110** (APL and Volpe): Write/rewrite Architecture CR 4991 “Business Rules to Support Data Quality” and corresponding SAFER CRs.
- **Action Item 111** (APL): Related to Architecture CR 5032 (SAFER CR 1716) “Add Target Indicator to the T0028 Transaction”, discuss with Gary DeRusha whether addition of the target indicator to the T0028 would eliminate the need for the T0041P.
- **Action Item 112** (Volpe): Update the analysis in Architecture CR 2562 (SAFER CR 50) “Request to review SAFER business rule regarding multiple VINs (Review business rule for vehicle registration transaction)” to reflect discussion at the 2007-05-08 PRISM/CVISN Business Rules telecon.

* 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

- **Architecture CR 4990 – Synopsis:** Business Rules to Support Data Timeliness
This CR was recommended for FMCSA approval by 13-0 vote. Subsequent to the meeting, the CR was approved by Jeff Secrist.

Items that the ACCB Disapproved

None.