

TraCS Steering Committee Minutes
May 14, 2013
DPS HQ Conference Room, 5700 E. Tudor Rd, Anchorage
1:30 – 4:30pm

Committee Members Present:

Lt Kat Peterson, DPS, Chair
Bonnie Walters, DOT, Vice Chair
Tim Larrabee, DPS

Committee Members on Phone:

Ambrosia Bowlus, HSS
Jonathan O'Quinn, DMV

Committee Members Absent:

Helen Sharratt, ACS

Guests:

Lt Rick Roberts, DPS
Tiffany Thomas, DMV
Theresa Maser, DOT
Dave Monroe, CTG
Alina Hahn, DPS

I Internal Committee Business

- A. Approval of minutes from April 9, 2013.
 - Jonathan moved to approve the minutes as revised. Tim seconded the motion. All in favor, none opposed. Minutes were approved.
- B. Membership.
 - Rick reported that he hasn't had time to devote to membership this month but will have a status report for the June meeting.

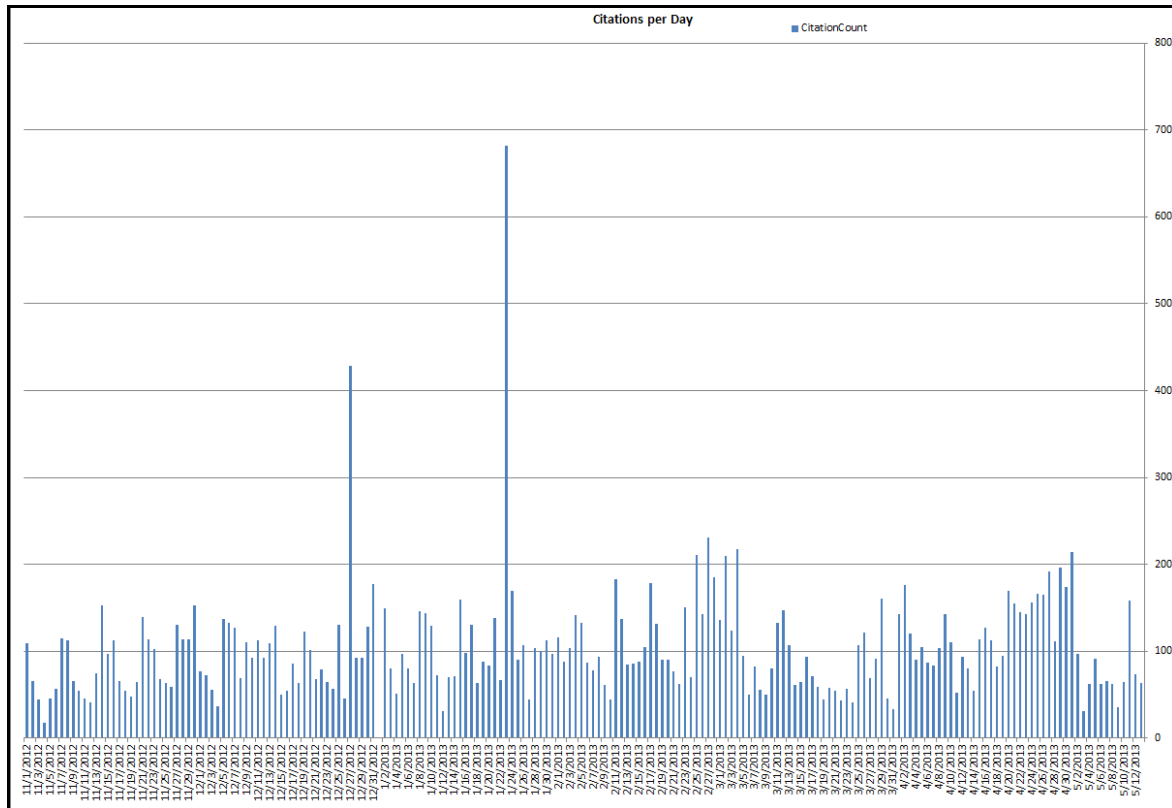
II Updates on Action Items from Previous Meetings

- A TraCS Helpdesk Update. (Tim Larrabee)
Tim reported that the spec 1 and spec 2 positions have been filled and they will be starting soon. There still hasn't been any luck in filling the AP positions but he is continuing to work on it. He will give us an update on the status in June.

III Items for Discussion

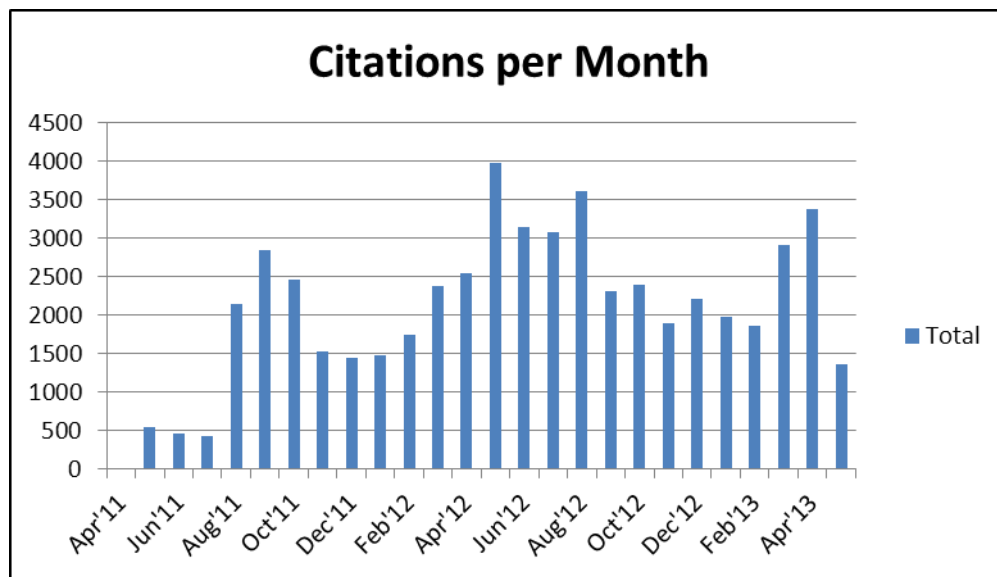
A TraCS monthly activity report (Dave)

- 1) We continue working with TEG to resolve issues in the TraCS application releases as they may occur
 - a) TraCS v10.05.09 was released for Production on May 13, 2013. We continue testing newest releases for use in Alaska.
 - b) We use TraCS v10.04.40 in production statewide and is required for use with the new 12-200 that went into production on January 01, 2013
- 2) TraCS v10.05.xx now includes TraCS Web Services
 - a) Allows for connectivity to the TraCS Repository Server from the TraCS client in the field
 - b) Could eliminate or reduce the need for manual End-Shift
 - c) May facilitate officers/agencies that share equipment and who may need access to their forms from any TraCS client with Internet connectivity.
 - d) Includes TraCS Analysis Reporting, Ad Hoc Reports, and Incident Mapping
- 3) The TraCS Repository Server (v10.04.40)
 - a) There were 93,816 issued 12-213AUCs in the repository as of this morning
 - b) There were 4,827 12-200 Crash forms in the repository as of this morning (3,114 are Validated)
 - c) There were 710 of the new 12-200v1 Crash forms in the repository as of this morning (708 are Validated)
- 4) We are still testing the TraCS Update service that is now built into TraCS natively and expect to implement it with TraCS v10.05.08 or later.
- 5) E-Citation with the Court (The following locations are all currently in scope for electronic submission.)
 - a) AST Citations bound for most Courts in Alaska since 04/29/2011
 - b) Soldotna PD citations since 10/14/2011 that are bound for Kenai Court;
 - c) Palmer PD Citations since 12/03/2011 bound for Palmer Court;
 - d) Homer PD Citations since 02/16/2012 bound for Homer Court;
 - e) Valdez PD Citations since 10/04/2012 bound for Valdez Court;
 - f) Skagway PD Citations since 01/17/2013 bound for Skagway Court;
 - g) Kodiak PD Citations since 02/14/2013 bound for Kodiak Court;
(We expect to have other local LEAs from non-payee cities submitting electronically soon)
 - h) As of this morning, a total of 54,134 TraCS citations have been sent to Courts electronically since we went live on 4/29/2011. There were 3,378 submitted in April 2013. (Due to duplicate submissions to resolve data transmission issues, the Court will normally report fewer submissions.)
 - i) Over 76,421 total TraCS citations have been issued during that time frame



E-Citation Activity 1

6) Below is a chart of citations submitted electronically by month



E-Citation Activity 2

- 7) Accept/Reject Process for Crash Reports
 - a) Bugs in the code that returns the rejected forms to the TraCS client have been fixed
 - b) Further configuration will be required to implement into production

- 8) We continue working with the ILT (Incident Locator Tool) developer and have been testing the newest release of the ILT that includes Milepost markers with good results.
- 9) All of the 2011 DMV grant ToughBooks have been imaged and encrypted using BitLocker encryption solution for FMCSA compliance. (74 of the 80 units have been deployed as of this week)
 - a) The last remaining 6 CF-31 units have been configured and will be delivered - 2 each to Kodiak PD and Valdez PD, and 1 each to Homer PD and Palmer PD.
- 10) Six the 2013 DMV grant ToughBooks
- 11) The CF-30 ToughBooks are now be redeployed using BitLocker to encrypt the hard drives
 - a) 3 CF-30 ToughBooks are available as spares for redeployment.
- 12) We continue working with the Juneau PD and their IT staff to address any pending issues. **Juneau PD had 993 "Issued" TraCS citations in the Repository as of this morning.** (JPD has reported several of their computers are not End-Shifting correctly. They have issued many more citations than End-Shifted)
- 13) eCitation update
 - a) The DPS.Citation applications latest changes have been completed and deployed
 - b) All APD testing was completed as of Mon 4/8/2013 2:06 PM
 - c) We continue to process the APD backlog. Any failures are addressed as one-offs.
 - d) DPS has the ability to bring other non-payee TraCS agencies on at will.
- 14) 12-213AUC – Proposed Administrative Bulletin 83 based on Supreme Court Orders 1794 & 1797
 - a) TraCS version of 12-213AUC (Deployed in TraCS on April 11th, 2013) –
 - i) Changes have been fully implemented and approved by ACS. (Since their approval, there have been additional font formatting and last minute content changes from the Court.)
 - ii) TraCS users are currently using the April 11th version in production.
 - iii) ACS has agreed that the current 12-213 AUC meets the functional requirements of the Supreme Court Order and the any pending changes can be implemented at a later date once approved.
 - b) We have had limited contact with FPD concerning their electronic version of the new 12-213AUC. We did receive examples of the FPD electronic Citation last week that they were hoping to implement prior to AB 83 and are not certain of the current status of the new version.
 - c) We have had several emails and phone calls with APD addressing specific questions about the fields and the data. They were relying heavily on the paper version form DPS and not the electronic versions from DPS for their design work. I believe that has been resolved.
 - d) **No schema or XML tags have yet been identified for transmitting either the "Fish and Wildlife" or the other new Supreme Court Order related 12-213AUC fields to ACS.**

Kat asked Jonathan for an update on the CDR. The version 2 CDR is ready to go but the interfaces from the LEA's have yet to be built. DMV will be building the interface to DPS in the near future but APD and FPD will need to build interfaces from their systems to the CDR. Alina reported that FPD is still in limbo regarding their contract for the version 2 report as well as the interface to the CDR.

B Update on FMCSA grant funding and equipment purchase

All of the grant funding will be spent on new equipment soon. The Alaska Wildlife Troopers (AWT) will be covered with this grant funding and they will be 4 units short of fully outfitted. The \$20K set aside for travel might be able to be used to purchase the remaining 4 units to fully outfit AWT. Jonathan will look into amending the grant so that the money can be used for this purpose. This grant is about citations and the AWT issue

many citations. They are outfitted with the equipment in backpacks so that it goes with them into the field.

C Update on House Bill 108 (HB108)

The bill died before it was moved during this session. According to the legislative liaison it will be back next year. There is concern that the amount of the surcharge has increased from \$5 to \$10 and what effect that will have on the ability to pass the bill.

D Update on the Supreme Court Order (SCO) regarding citations

The new citation form was deployed on April 11 and the rollout has gone well. There are some pending additional changes but the citations as written are being accepted by the court.

E Status of TraCS Section 405(c) grant application

The grant application was submitted to the Highway Safety Office. This year the grant will focus on developing and deploying a DUI packet as well as the funding of Dave's position to maintain the TraCS program. The ATRCC PEC will be meeting on May 22nd to determine which grants are approved for funding. There will be an update on this item at the June meeting.

F Update of TraCS website

The committee went through the current TraCS website, both the public site and the committee's site and made changes, requested updates and deletions. Bonnie will work with Dave to get the proper documents and links relating to the installation and information regarding the TraCS program.

IV Other Short Business

Kat asked about the Section 405(c) grant applications to the Highway Safety Office. There were 7 grants submitted for a total of almost \$763K. There will most likely not be enough money to fully fund all of the grants. Bonnie will check with Lorrie Laing from Cambridge Systematics as well as Jack Stickel from DOT to see if there are other possible sources for TraCS funding if the 405(c) grant is not fully funded. DPS and DMV will get together to see if there might be a phased approach that can be taken for the development of the DUI package in case the money is not available to do it all at once. A status update of the grants will be provided at the June meeting.

V Action Items

1. Bonnie will check on other sources of funding for the TraCS program.
2. Bonnie and Dave will work together to update the TraCS website.
3. DPS and DMV will get together to discuss a phased approach to the development of a DUI packet.
4. The next meeting will be held on Tuesday, June 11, 2013 in the AST conference room.

Tim moved to adjourn and Jonathan seconded. All in favor, the meeting was adjourned at 3:28pm.

Next meetings (All meetings will be held in the AST Conference Room, 5700 E. Tudor Road, Anchorage, 1:30pm–4:30pm, unless otherwise stated).

- June 11, 2013
- July 9, 2013
- August 13, 2013
- September 10, 2013
- October 8, 2013 – Old Crime Lab Classroom (building directly next to DPS)
- November 12, 2013
- December 10, 2013