



**MINUTES**

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Participants:

Paul Clark	<i>FDOT</i>	Pati Lytle	<i>DACS</i>
Richard Easley	<i>E-Squared Engineering</i>	Lynn McElroy	<i>DOR</i>
Sharon Easley	<i>E-Squared Engineering</i>	Clay Packard	<i>Atkins</i>
David Helton	<i>DHSMV</i>	Jerry Scott	<i>MCSAW</i>
Bryan Hubbard	<i>FDOT Permits Office</i>	Marie Tucker	<i>FDOT</i>
Jeff Jordan	<i>DACS</i>	Keith Westphal	<i>MCSAW</i>
Tisha Keller	<i>FTA</i>	Craig Wilson	<i>MCSAW</i>

Paul Clark opened the meeting and acknowledged that this would be Pati Lytle’s last CVISN meeting because she was retiring effective 3/13/1013. Paul also acknowledged Pati’s passion and support of DACS and her consistent commitment to working together with the CVISN team to keep the DACS systems up and running. He noted that she would be missed. Pati thanked Paul for the CVISN investment in DACS over the years. Pati introduced Jeff Jordan to the CVISN team; Jeff will be taking over Pati’s CVISN responsibilities.

Paul reported to the team that the last quarter has been very busy. Approximately \$1.2 million has been expended on CVISN projects and is ready to be vouchered to FMCSA; most of that was for the Virtual Weigh Station projects.

**PROJECT UPDATES**

**Pre-Clearance at Motor Carrier Compliance Weigh Stations**

Keith Westphal reported on the PrePass activity for the past three months (December 2012 – Feb 2013). The entire report was included in the meeting handouts. Keith reported that the activity for December 2012 was up from 430,000 in 2011 to 482,000 in 2012. January and February were also up as compared the previous year.

December 2012: 482,138 bypasses, 134,601 pull-ins (22% pull-ins), 94% uptime.  
January 2013: 481,110 bypasses, 158,085 pull-ins (25% pull-ins), 94% uptime.  
February 2013: 468,032 bypasses, 185,311 pull-ins (28% pull-ins), 96% uptime.

Keith reported the national average for uptime for the previous three months was 55%, 56%, and 56%, respectively.

Keith reported on the six-year review of bypass activity in Florida. From 2007 to 2008, 5.3 and 5.6 million used PrePass. In 2009 that dropped by approximately 800,000, but after 2009 MCSAW is seeing a steady increase. They have not identified any trends with regard to the pull-in rate. Keith noted that they have a high turnover in weight inspectors which could be due to the low starting salary. When there is no staff at the weigh stations there can be no pull-ins.

Paul Clark reported that he resigned his seat as a voting member of the HELP, Inc. Board of Directors. The Department had concerns of possible conflict of interest issues since PrePass (PrePass is owned by HELP, Inc) is a vendor to the state of Florida. Paul noted Florida would probably see an increase in PrePass bypass activity

because there has been an increase in members. He also reported that in the future it will be possible for PrePass members to use their transponders as a toll tag in Florida.

### **Pre-Clearance at Department of Agriculture Sites**

Major Tim Rutherford provided the following information to Marie Tucker who reported it at the meeting. The statistics for AgPass applications received, for the previous three months, are shown below.

	<b>Dec '12</b>	<b>Jan '13</b>	<b>Feb '13</b>
<b>Applications Received:</b>	31	19	28
<b>Applications Approved:</b>	30	14	20
<b>Applications Denied:</b>	1	15	7
<b>Other:</b>	0	0	1

3,381 Total applications approved

1,197 Total applications denied

348 (Total various status such as previously processed, withdrawn, returned for signature, discarded)

4,916 Total Applications Received Since Inception of Program (June 2002)

Marie reported that the bypass activity for December 2012 through February 2013 was 115,424, 125,347, and 119,427 respectively. Complete DACS AgPass bypass activity statistics were included in the meeting handouts.

### **Permitting System Enhancements Project**

Bryan Hubbard reported that the Permits Office is having some funding issues for the FY2007 CVISN projects due to FDOT funding policies. They are trying to purchase some equipment to close out their project under the grant. He also reported that they are finishing up the development of the Permit Application System (PAS) and are ready to review the prototype. The system has routing and everything they asked for. Bryan expects the system to be in production by June 1, 2013.

For the FY2011 project they are still working on the GIS component so all of the bridges are correct on the routing network. Once this is done the FY2011 project will be complete.

Bryan also reported on the progress that has been made regarding the maps which are provided to trucks that have requested various permits. In the previous maps from 2008-2012 there were about 1,200 restrictions, the Permits Office has been able to reduce this to 527 statewide. There is no longer any portion of the state that their maps do not cover. The new maps are being mailed out now and will be effective April 1. Bryan also reported 27,000 of the new maps were mailed out and only 15 of the mailings were returned. The project to redo the maps took 2 years and covered all six of the blanket maps. With the new process they can now generate maps in 60 seconds. They are also able to do monthly updates of the route and then put out new maps every six months. Bryan reported that the Permits Office is also updating the two wrecker maps and will be republishing the new maps with reduced restrictions (down to about 500).

### **Automated Permitting System Utilization**

Bryan Hubbard reported that automated permit applications were running around 60 to 65%. In June there should be a shift in the usage since with the new PAS system applicants will be able to apply online and receive the permit within about 30 seconds. Ronnie Martin provided the following statistics for the meeting minutes.

<b>2012 PERMIT ACTIVITY (APASS)</b>			
Month	Total Permits Issued	APASS Total	% APASS
Jan	8,347	5,232	62.7%
Feb	7,701	5,053	65.6%
Mar	8,665	4,905	56.6%
Apr	6,486	4,026	62.1%
May	6,350	4,168	65.6%
Jun	6,380	3,996	62.6%
Jul	6,417	3,946	61.5%
Aug	7,622	4,494	59.0%
Sept	6,869	4,149	60.4%
Oct	7,501	4,852	64.7%
Nov	6,593	3,894	59.1%
Dec	6,112	3,864	63.2%
<b>TOTALS</b>	<b>85,043</b>	<b>52,579</b>	<b>61.8%</b>

### **Department of Revenue BOL Program**

Lynn McElroy reported that February 2013 was a very good month with regard to collections. DOR collected \$2.3 million, with \$1.2 million of the total being from one collection. Collections for CVISN are also up in March 2012 as there has already been a \$300,000 collection made. She noted that DOR has observed an upward trend in collections. Collections for the current fiscal year are double compared to the previous year. Lynn also reported they are hiring a new CVISN person. Complete DOR collections data were included in the meeting handouts.

### **Electronic Credentialing (IFTA<sup>1</sup>, IRP<sup>2</sup>) System Usage Stats**

David Helton reported on e-credentialing system usage. He noted that they are seeing progress on system usage for both IFTA decals and the IRP side; these are the two main indicators that they look at for credentialing. There are other indicators they look at from a work load perspective for both DHSMV and industry; these are the tax return filings they do on a quarterly basis. When looking at January 2012 as compared to January 2013 the percentage of tax filings that were completed online were 23% and 48%, respectively. The real issue is the vehicle registration on the IRP side which DHSMV has seen a steady increase since 2006. For January, IRP total registrations issued electronically were 23.5%. DHSMV is still seeing increases in usage. System issues affecting the industry are being addressed.

Paul Clark asked about the status of the major system change at DHSMV. David noted that “Motorist Modernization” will occur over the next four to five years. They will be reviewing all systems and moving to a completely new platform. The original estimate was \$80 million to have all of the systems rebuilt. DHSMV had planned to submit a Legislative Budget Request (LBR) this year, but this will most likely occur in the 2014/2015 budget cycle. For IFTA and IRP there are about six vendors that specialize in these systems. DHSMV is looking at going with an off the shelf product that is customized for Florida. David estimated the cost for a new IFTA/IRP system to be around \$1 to \$1.2 million, with \$200,000 to \$250,000 in recurring annual costs. After the motor vehicle database is restructured, IFTA/IRP will be one of the first systems to be redone.

### **VWS deployment (Palm Coast Pkwy & SR 100)**

Craig Wilson reported on progress for the current VWS deployments. In Marion County the CR 484 off ramp was having trouble recognizing back axles. He is hopeful this can be resolved shortly. They will have calibration trucks on CR 475 NB. The rest of the project is only lacking some dress work on miscellaneous asphalt and truing of the LPR's once calibration is complete (hopefully by 3/14/13).

<sup>1</sup> International Fuel Tax Agreement

<sup>2</sup> International Registration Plan

With regards to the Palm Coast project, both Parkway SB ramp and SR 100 NB ramp have been accepted. Accuracy results for both the Perceptics USDOT and LPR cameras were over the 80% threshold which is unheard of for all present day USDOT readers. District 5 construction and ITS were a tremendous help along with the City of Palm Coast. The project utilized District 5 ITS fiber along the interstate and used the City's fiber backbone along Palm Coast Parkway. As expected with glass, connectivity issues are non-existent. Over the long run this saves the State a tremendous amount of money as opposed to wireless options.

Craig reported they are having internal IP problems and are trying to address this issue. Craig would like to get all their data off the OIS network and put it on the ITS network. Paul noted that they could discuss the issue further. Paul asked Craig to set up a meeting with him and Clay Packard to address the issue and determine a solution.

Paul Clark noted the one of the Marion County VWS was recently in the news.

### **Port-of-Entry Study (POE)**

Paul Clark reported that the document is being finalized. He noted he would be sending out the document to the CVISN team for review and comment and asked the team to get comments back to him within a week. Once the document is finalized Paul will write the executive summary. After the document is finalized there will be a series of meetings with MCSAW personnel, Mark Wilson and Paul. After that, the information will be presented to the Secretary of Transportation, Assistant Secretary and the Chief Engineer. The Plan is to move forward but there are major issues that must be dealt with first. If the Secretary chooses to move forward with changing to a port of entry state, the process will begin to prepare for the next legislative session. All of the paperwork has to be completed by August. Paul explained to the group that if the change goes into effect, IRP and IFTA temporary credentials will be issued at the POE sites. If a vehicle is found past the POE without the appropriate credentials, that would result in a violation. There are different options for funding the service which include, a no cost contract with a vendor that would be able to collect a fee for providing the service at the POE sites; but this will need to be worked out. The group discussed the issue of charging a fee and Bryan Hubbard noted that this could be done without legislative change provided the fee is charged to everyone that uses the system. Paul noted that they would not be addressing over dimensional permits at the POE sites, vehicles would have to be legal with regard to over-dimensional before entering Florida.

### **Container Number Database (CNDB)**

Clay Packard reported that in the last month Keith Westphal requested the stolen vehicle file; this is now available to the FTP site. Pati Lytle asked that the license plate number and the issuing state be appended to each record in the overdue list and this has been completed. Clay noted they are ready to move forward with implementation and with the grant extension the project is in really good shape.

Pati Lytle reported that DACS has implemented their portion of the CNDB project and it is on the production server. The new application will not be pushed out to the stations until Tim Rutherford finalizes the procedures. This is expected to be completed by 3/30/2013. Tests of the system went well, as did the tests at live stations. The system is ready to go as soon as the procedures are complete.

### **CVE LPR System Update/PRISM Project**

Clay Packard reported that the hosting environment and PRISM target file are now being provided to MCSAW. There is an issue that has developed: the system is accessible via the internet but not from an OIS system. There was a caching issue which resulted in the updated webpage not being provided.

Pati Lytle reported that the DACS side of the PRISM/LPR System is complete. The export to FDOT is complete and the FHP overdue citations and PRISM target file is working. She noted that DACS will not be using the stolen vehicle list, but will continue to use the established FCIC/NCIC database to check if a vehicle is stolen.

### **FLORIDA EXPANDED CVISN PROGRAM PLAN/TOP LEVEL DESIGN DOCUMENT UPDATE**

Paul Clark reported on Florida's Expanded CVISN Program Plan/Top Level Design (PP/TLD). He advised the team that the current version is in the process of being updated over the next 90 days. To make it a more complete document Florida will be adding two sections which are not currently required by FMCSA, such as program performance metrics. Richard Easley noted that what is required in the document is on what projects will be completed; the issue is that we do not know what projects we will need in the coming years. The current PP/TLD does not have a place to address how the CVISN program will determine what needs to be done moving forward. We think it makes sense to have a document that outlines how we will address future needs and not be stuck with how things work today. The current prescribed format for the PP/TLD would require that it be updated every year and then resubmitted for approval and this is not really a plan that helps to guide the program. What we will do is to put together a PP/TLD that has performance metrics and also the process that will be followed to guide the program and keep up with technology as it evolves, as well as program needs. One of the goals is to assure the program is well rounded, to look at the planned projects to assure that all areas are being addressed. Paul asked the group to be prepared to provide information for their respective sections, as needed.

### **TRUCKING INDUSTRY UPDATE**

Paul reported that the Florida Trucking Association is very busy with the current legislative session. This year's Trucking Day at the capital will be April 18<sup>th</sup>.

### **FLORIDA CVISN GRANTS**

Marie Tucker reported that for the FY2011 and FY2012 CVISN Grants, the plan is to get on a bi-annual schedule where each of the agencies provides schedule updates for their respective projects. The main purpose is for planning to assure that funds are available in the state fiscal year that they are needed. Marie went over the information which will be provided to each agency. Each agency will receive a document that has only their projects which also includes when funds for the various grants will be available. Each agency should update their projects activities and schedules for all grant projects, taking into account when funds will be available. Marie will use this information for budgeting, encumbering funds and also for the FY2011 amendment document. Marie also noted that they hope to have further clarification on funding after the FDOT budget meeting. As of right now, FY2011 funds will not be available until July 1<sup>st</sup> and after the budget meeting Marie will know when the FY2012 funds will be available.

### **FY2007**

Paul advised the group that the amendment to extend the grant has been approved. The period of performance for this grant was extended through March 2014; however the goal is to complete all projects by September 2013.

### **FY2011**

The FY2011 grant needs to be amended to update the activities and project schedules that are currently contained in the grant contract. Each of the agencies needs to review their project descriptions and schedules and provide updated information back to Marie Tucker. This information will then be incorporated into the amendment and also be used for funding planning.

Paul reported that \$280,000 from the FY2011 grant is available for reallocation due to some projects being cancelled (\$100,000 for the Thermal Brake Imaging project and \$180,000 for the electronic credentialing project). If any of the agencies have additional activities that fall within their FY2011 projects, they can ask for additional funding to assure that all funds under the grant are utilized. If any agencies would like to request additional funds please submit that information to Paul and Marie. After all requests are submitted, the group will meet via teleconference to decide which projects will be funded.

### FY2012

Paul reported that he and Marie will be meeting to discuss the state funds for the FY2012 grant. After that meeting they will know when state funds will be available for the FY2012 projects. Pati Lytle asked about the PO/requisition for their projects. Marie advised Pati that the project cannot be started before funds are available but the procurement can begin before the funds are available. Marie will assist DACS with starting the sole source procurement process prior to July 1<sup>st</sup>.

### FY2013 Grant Application

Paul advised the team that FMCSA removed some funds from the operations and maintenance budget from the grant application. The reason was that the requested amount did not contain enough detail for how it would be used.

### OTHER ITEMS

Pati Lytle asked if anyone had any data on average maintenance costs for LPR systems. She noted that it would be nice to have a benchmark for average costs for consideration when the maintenance contracts are being renewed. Sharon Easley noted that a couple possibilities for finding information that would help would be to bring the topic up during the monthly CVISN program managers' teleconference. Florida could ask if any other states either have the cost data that Pati is looking for, or if they have any samples of creative contracting that they have used for their maintenance contracts.

### CVISN Website

Marie Tucker reported that she was working on updating the Florida Trucking Info website. If any agencies have any changes to their information they should send it to Marie.

### CVISN Program Management

Paul Clark reported that Marie Tucker will be responsible for all administrative functions for the CVISN program. She will be handling more of the internal activities and day to day functions of the program. E-Squared will work on assisting with document production and program visioning.

With no further items for discussion, the meeting was adjourned at 11:36 am.

### NEXT CVISN MEETING

The next meetings will be:

May 14, 2013, 1:30 pm to 3:30 pm, Conference Room 330, 3rd Floor in the Rhyne Building, 2740 Centerview Drive, Tallahassee, FL 32399. Call in Number: 850-410-5667; Toll Free: 866-374-3368 ext 5667

August 22, 2013, 10:00 am to noon, Conference Room 308, 3rd Floor in the Rhyne Building, 2740 Centerview Drive, Tallahassee, FL 32399. Call in Number: 850-414-4971; Toll Free: 866-374-3368 ext 4971

November 19, 2013, 1:30 pm to 3:30 pm, Conference Room 308, 3rd Floor in the Rhyne Building, 2740 Centerview Drive, Tallahassee, FL 32399. Call in Number: 850-410-5666; Toll Free: 866-374-3368 ext 5666