

TraCS Steering Committee Minutes
August 13, 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
Helen Sharratt, ACS
Jonathan O'Quinn, DMV
Gary Lee, proxy for Tim Larrabee, DPS

Committee Members on Phone:

Ambrosia Bowlus, HSS
Chief Alan Bengaard, KPD

Guests:

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

I Internal Committee Business

- A. Approval of minutes from July 9, 2013.
 - Jonathan moved to approve the minutes. Helen seconded the motion. All in favor, none opposed. Minutes were approved.
- B. Membership.
 - Rick is continuing to work with local law enforcement to identify other agencies that may be interested in TraCS committee membership.

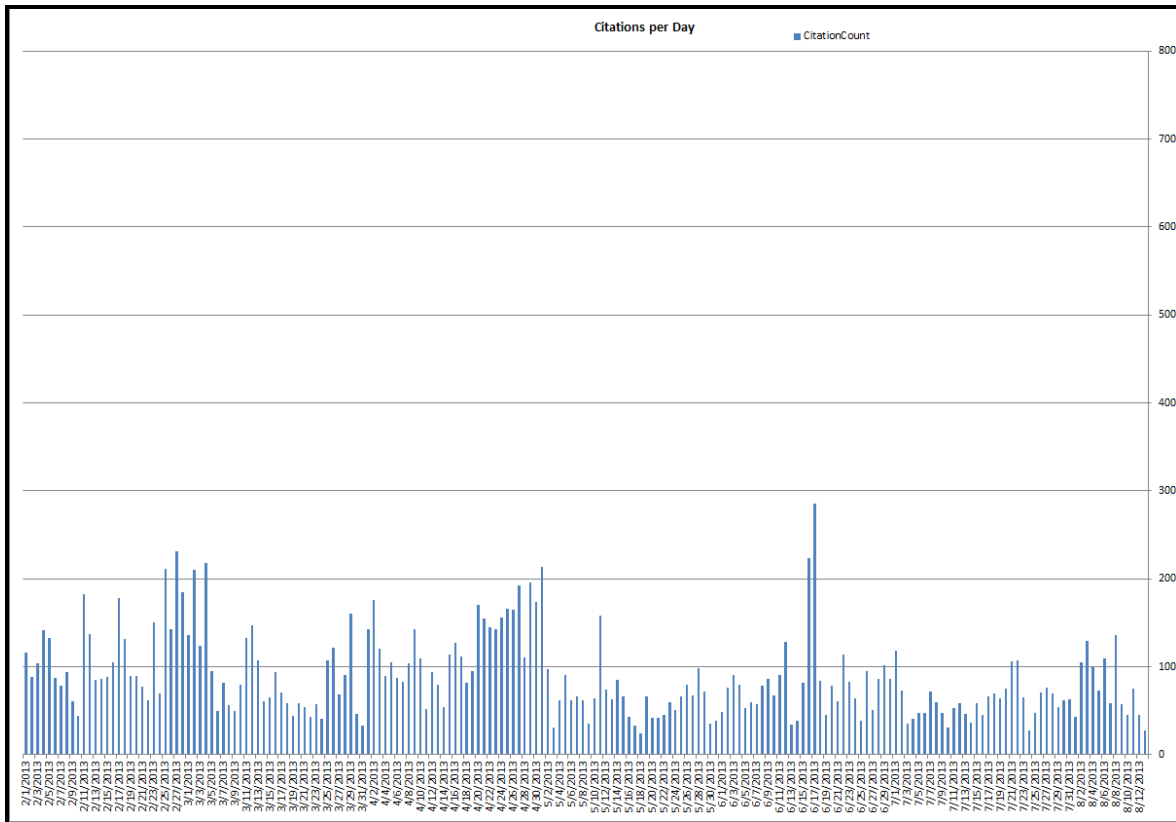
II Updates on Action Items from Previous Meetings

- A TraCS Helpdesk Update.
 - Josh reported that there was no further news on helpdesk positions. He could report, however, that a new APIII is starting who replaces Alina (due to her promotion) and may fill some gaps.

III Items for Discussion

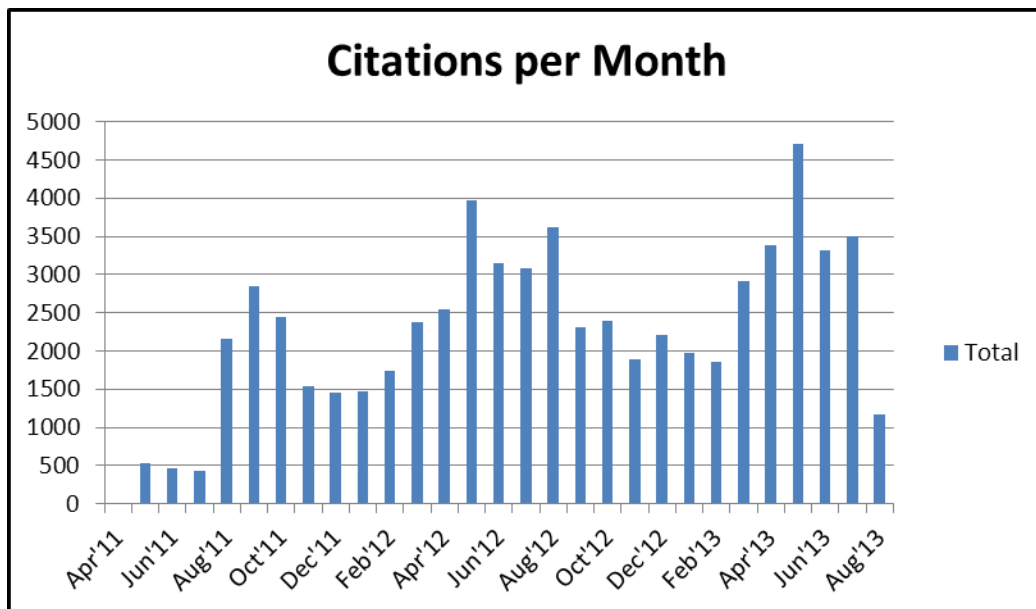
A TraCS monthly activity report (Dave)

- 1) The TraCS Project Team is attending the National Model Steering Committee meeting in Charlotte, NC August 22 and 23, 2103.
- 2) We continue working with TEG to resolve issues in the TraCS application releases as they may occur
 - a) TraCS v10.05.20 was released for Production on August 9, 2013. We continue testing newest releases for use in Alaska.
 - b) We have started deploying TraCS v10.05.09 client for use statewide to replace v10.04.40. It is expected this will allow us to implement the electronic Accept and Reject for the 12-200.
- 3) The TraCS Repository Server (v10.05.09)
 - a) There were 106,191 issued 12-213AUCs in the repository as of this morning
 - b) There were 4,922 12-200 Crash forms in the repository as of this morning (3,183 are Validated)
 - c) There were 1146 of the new 12-200v1 Crash forms in the repository as of this morning (1143 are Validated)
- 4) We have begun implementing the TraCS Update service that is built into TraCS natively. We now have over 50 TraCS clients from 5 different agencies registered with the Update server statewide.
- 5) E-Citation with the Court (The following locations are all currently in scope for electronic submission.)
 - a) AST Citations (non-Fish & Game) bound for most Courts in Alaska since 04/29/2011
 - i) Citations bound for all First and Third District Courts
 - ii) Some Fourth District Courts
 - iii) No Courts in Second District at this time
 - 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 65,486 TraCS citations have been sent to Courts electronically since we went live on 4/29/2011. There were 3,497 submitted in July 2013. (May include duplicate submissions.) Over 88,790 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) The TraCS Web server is running TraCS v10.05.15. IE8 (The most advanced version of IE for Windows XP) is no longer support for TraCS Web v10.05.xx. Both the newest version of Chrome and Firefox test successfully with v10.05.15 and Windows XP. ACS is providing access to their users for IE9, but will not allow use of Chrome or Firefox on their desktops.
- 8) Accept/Reject Process for Crash Reports
 - a) With the deployment of v10.05.09, TraCS Web Services will allow the use of Accept/Reject directly from the client and allow officers to edit their crash reports directly from the client.
 - b) Further testing will be required prior to implementing into production.
- 9) We continue working with the ILT (Incident Locator Tool) developer and have been deploying the release of the ILT that includes Milepost markers. The ILT Developer is working with us to implement an automated ILT update server that will help keep the application and maps current.
- 10) All of the 2011 DMV grant ToughBooks have been imaged and encrypted using BitLocker encryption solution for FMCSA compliance. (79 of the 80 units have been deployed as of this week)
 - a) Homer PD's is still waiting to be picked up.
- 11) 2013 DMV grant ToughBooks
 - a) 6 have been configured for Kotzebue PD. We are preparing for onsite training.
 - b) 16 have been configured for Ketchikan PD. We are awaiting information on their officers/staff.
 - c) 4 are to be configured for Hoonah PD. We are awaiting information on their officers/staff.
- 12) The LEA CF-30 ToughBooks are now redeployed using BitLocker to encrypt the hard drives
 - a) 3 CF-30 ToughBooks are available as spares for redeployment.
- 13) Juneau PD is almost ready to implement E-Citation. **Juneau PD has 1,425 "Issued" TraCS citations in the Repository and averages about 4 or 5 citations per day during the week.**
- 14) eCitation update
 - a) The DPS.Citation process is running stably with only regular maintenance required.
 - b) To date, 8,568 APD citations have been processed to Courts successfully as Requests for Default Judgment.
 - c) DPS has the ability to bring other non-payee TraCS agencies on at will.
- 15) 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) 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 continue working with FPD on helping them prepare electronic citation for AB 83. We received the newest version for review yesterday.
 - c) We have had little or no contact for the past month with APD on their citations.
 - 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.**

B Update on FMCSA grant funding and equipment purchase

The money has been spent by DPS and the bills are being sent to DMV. This item does not need to be on future agendas.

C Status of TraCS Section 405(c) grant application

The Highway Safety Office has forwarded the grant applications to NHTSA for review and final approval. It is looking good for the TraCS grant to be fully funded for FFY14 although we should start looking for other funding methods in the future as the 405(c) funding has decreased significantly. The AHSO is planning to be able to issue NTP's by

October 1, 2013. The committee should look into what we can do to support HB108 for TraCS funding into the future.

D Status of the CDR and AST/APD/FPD interface development and testing

FPD is doing well and are ready to test their interface. They still need to get DPS approval for the use of the ports to DMV. The AST interface is working and will be able to go live when the 'accept/reject' piece in the TraCS software is functioning. DOT is in the process of getting the money to DMV to have them build the interface for APD. The project is awaiting final approval from FHWA. When that is received, an RSA from DOT to DMV will be implemented and the work can get started.

E Preliminary discussion regarding stakeholders and planning for DUI forms in TraCS

All of the stakeholders in the DUI forms need to be identified and meet to determine how to move forward with developing DUI forms in TraCS. Rick will send out an email to initial stakeholders; DMV, DPS Crime Lab, and the Department of Law, to determine stakeholders and begin the preliminary discussions for this project.

IV Other Short Business

Rick reported that the current TraCS deployment is going well. All the pieces are physically in Anchorage DPS. DOT has finished the install in Nome, they will be going to Seward and Palmer in the next week. They are scheduling the installation for Sand Point to coincide with the ARMS deployment. Sitka and Ketchikan AST are done and most of the AWT systems are built and will be pushed out to the field in the near future. AST is moving from Windows XP on their toughbooks to Windows 7 and they are approximately 60% converted.

V Action Items

1. Bonnie will report on the status of the APD interface with the CDR.
2. The next meeting will be held on Tuesday, September 10, 2013 in the AST conference room.

Jonathan moved to adjourn and Helen seconded. All in favor, the meeting was adjourned at 2:31pm.

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

- September 10, 2013
- October 8, 2013 – Old Crime Lab Classroom (building directly next to DPS)
- November 12, 2013
- December 10, 2013