

Minutes**1. Opening Remarks & Introductions**

- Robert Armstrong MHP
- Art Collins MHP
- Greg Pierson JITSD
- Kraig McLeod MDT-Traffic Safety
- Janet Kenny MDT-SHTSS
- Lisa Wanke DOJ-MUD
- Mark Keeffe MDT
- Bill Tuck MDT
- Audrey Allums MDT
- Patrick McJannet MVD
- Gina Beretta NHTSA Region 10
- Linda Fisher NHTSA Region 10
- Dennis Hult MCD-MDT
- Jim DeTienne DPHHS

**2. Review/approve/edit minutes from January 27, 2016 meeting**

- Approved

**3. Financial Statement**

- Bill Tuck discussed current TRCC financial statement
- Audrey Allums suggested that the financial statement should read “Obligated” instead of “Committed”
- Linda Fisher and Gina Beretta discussed TRCC spending “old” money before Fed’s 3+1 policy kicks in. Bill Tuck didn’t think TRCC was going to have a problem this year, he will report next meeting on status of funds.

**4. Action items from last meeting****a. Strategic Plan update**

- Strategic plan is essentially complete. KLJ is finishing the last few edits. Strategic plan will be posted online as soon as it is available

**b. DPHHS application**

- Jim DeTienne submitted an application for funding to the TRCC to support the upgrade to the Ambulance Service database
- New system will be consistent with the NEMSIS 3.4 national standard
- TRCC funding will be added to the Helmsley Foundation funding of \$300K
- Committee will be reviewing the application and should vote at the next TRCC meeting
- Database is looking to “go live” in July 2016
- Non-transport units – quick response EMS team
- Tablet data input is multi-platform compatible (tablets, smart phones, ...)
- Art Collins asked about the data to be collected. Ambulance database will have the “What, When, and Where” of ambulance response unit calls.

- System maintenance cost will be taken care of by DPHHS for the next 10 years.
- Dennis Hult asked if this database system is “cloud” base. Yes it is.
- Janet Kenny suggested voting at the April meeting. Performance measure reporting criteria will be suggested at the April meeting.

#### 5. Traffic Records Project Updates

- WBCR – Greg Pierson - talks are underway with Missoula to try to have crash data electronically transferred to MDT’s crash data system
- JCRS – Lisa Wanke – still waiting for effort trigger from the Full Court data system upgrade

#### 6. New Business

##### a. Updating the TRCC Charter

- TRCC charter needs to be updated
- New TRCC charter should be available for review prior to next meeting, and voted on at the next meeting

#### 7. Around the table

- Lisa Wanke

1. new driver’s license cards are now being used by the state
2. new driver’s license appointment system is working, Janet and Dennis confirm such with first hand testimonials
3. working on a new “Automated Knowledge” system
4. working on new application forms for voter registration
5. cleaning up backlog screen and indexing of application – electronic application – currently scanning paper applications
6. working on online driver license application – maybe spring 2017

- Pam Langve-Davis

1. Executive leadership team meeting March 15 – agency heads, governor, tavern association, court attorneys...
2. Executive leadership team looking at policies that can move forward with the Vision Zero mission
3. Annual state safety meeting – October 12-13, 2016, more details later

- Dennis Hult

1. New credentialing system – fuel, licensing permitting – roll out end of May – will allow motor carriers access online

2. Commercial vehicle info system – re-institutionalizing the ~~CVISN~~ CVISN (Commercial Vehicle Information Systems and Networks) steering committee.
  - a. First task – taking the PP/TLD (Program Plan and Top-Level Design) program plan–document review- review and update.ing
  - b. Id new projects.
3. Core CVISN requirements and capabilities~~Commercial vehicle info system and network include:~~
  - a. An organizational framework for cooperative system development has been established among State agencies and motor carriers.
  - b. A State CVISN System Design that conforms to the CVISN Architecture has been established and can evolve to include new technology and capabilities.
  - c. All the elements of the three Core CVISN capability areas have been implemented using applicable architectural guidelines, operational concepts, and standards.
  - d. Electronically collecting and exchanging safety performance and credentials information within each State and among States, Federal agencies, and motor carriers.
  - e. Deploying transponder technology to identify and electronically screen commercial vehicles at mainline speeds.
  - e.f. Using Web sites or computer-to-computer exchange for motor carrier companies to apply for, review, and pay registration fees and returns on fuel taxes with State agencies, and for States to participate in the International Registration Plan (IRP) and International Fuel Tax Agreement (IFTA)—electronic weighing—credentials—safety info exchange.

- Patrick McJannet – may be taking Michele Snowberger’s spot on the TRCC
- Audrey Allums – FARS established new “data close” date this year – April 15, 2016
- Linda Fisher – tasked by NHTSA Region 10 to oversee TRCC
- Janet Kenny - SHTSS application window closed March 1, 2016 – grant applications that will be funded will be in the July 1 Highway Safety Plan application to NHTSA
- Meeting adjourned at 11:30 AM.



8. Next Meeting April 20, 2016-- MDT Planning A conference room, 2960 Prospect Avenue, Helena

Upcoming meetings in 2016

- June 1, 2016
- July 13, 2016
- August 24, 2016
- October 5, 2016
- November 16, 2016



TRAFFIC RECORDS COORDINATING COMMITTEE  
FINANCIAL STATEMENT  
WEDNESDAY, MARCH 09, 2016

A	B	C	D
<b>FUNDING:</b>		<u>Oligated</u>	
	<b>405c Funding</b>		
FFY 2015 Carryforward	933,017.38		
	<b>Current Year</b>		
FFY 2016 Obligated	304,832.90		
<b>Federal Funds Committed</b>	<b>1,237,850.28</b>		

<b>Active Projects:</b>				
		<u>Budget</u>	<u>Expenditures</u>	<u>Balance</u>
<b>1. MDT Traffic Data Management System</b>	<b>2014</b>	44,395.00	44,395.00	-
CTS# 107874	9.13%	4,053.26	4,053.26	-
(excluded from 2016 total)		<b>48,448.26</b>	<b>48,448.26</b>	-
Contract: \$175,000				
Indirect: 17,597				
TOTAL: \$192,597				
	<b>2016</b>	130,605.00	9,590.40	121,014.60
MDT Indirect	10.37%	13,543.74	994.52	12,549.22
		<b>144,148.74</b>	<b>10,584.92</b>	<b>133,563.82</b>
<b>Project Total</b>		<b>192,597.00</b>	<b>59,033.18</b>	
<b>2. Strategic Planning with SWOT Analysis</b>	<b>2015</b>	14,475.00	14,475.00	-
CTS# 108676	10.37%	1,501.06	1,501.06	-
(excluded from 2016 total)		<b>15,976.06</b>	<b>15,976.06</b>	-
Contract: \$100,000				
Indirect: 10,370				
TOTAL: \$110,370				
	<b>2016</b>	82,025.00	82,025.00	-
MDT Indirect	10.37%	8,505.99	8,505.99	0.00
		<b>90,530.99</b>	<b>90,530.99</b>	<b>0.00</b>
<b>Project Total</b>		<b>106,507.05</b>	<b>106,507.05</b>	
<b>3. DOJ WBCR/CTS Trainer 2016</b>	<b>2016</b>	173,700.00	13,813.32	159,886.68
CTS# 108649	MDT Indirect	18,012.69	1,432.44	16,580.25
		<b>191,712.69</b>	<b>15,245.76</b>	<b>176,466.93</b>
<b>4. DOJ/MHP Upgrade JCRS System</b>	<b>2016</b>	60,000.00	-	60,000.00
CTS# 108650	MDT Indirect	6,222.00	-	6,222.00
		<b>66,222.00</b>	<b>-</b>	<b>66,222.00</b>
<b>FFY 2016 Project Totals</b>		<b>492,614.42</b>	<b>116,361.67</b>	<b>376,252.75</b>

<b>Traffic Records Administration:</b>				
		<u>Budget</u>	<u>Expenditures</u>	<u>Balance</u>
Salaries & Benefits		77,014.00	28,550.57	48,463.43
MDT Indirect	10.37%	7,986.00	2,960.69	5,025.31
<b>Traffic Records Administration Total</b>		<b>85,000.00</b>	<b>31,511.26</b>	<b>53,488.74</b>

	<u>Committed Funds</u>	<u>Expenditures to Date</u>	<u>Committed Funds Remaining</u>
<b>FFY 2016 GRAND TOTAL</b>	<b>577,614.42</b>	<b>147,872.93</b>	<b>429,741.49</b>

	<u>Uncommitted Balance</u>	<u>Actual Funds Remaining</u>
<b>Balance for Active Projects</b>	<b>660,235.86</b>	<b>1,089,977.35</b>