

TraCS Steering Committee Minutes
September 10, 2013
DPS HQ Conference Room, 5700 E. Tudor Rd, Anchorage
1:30 – 4:30pm

Committee Members Present:

Bonnie Walters, DOT, Vice Chair
Gary Lee, proxy for Tim Larrabee, DPS

Committee Members on Phone:

Ambrosia Bowlus, HSS
Chief Alan Bengaard, KPD

Guests:

Theresa Maser, DOT
Dave Monroe, CTG
Alina Hahn, DPS
Josh Garcia, DPS
Jennifer Hoage, DPS

I Internal Committee Business

- A. Approval of minutes from August 13, 2013.
 - Chief Bengaard moved to approve the minutes. Gary seconded the motion. All in favor, none opposed. Minutes were approved.
- B. Membership.
 - Rick was not present at the meeting so this item will be continued to the October agenda.

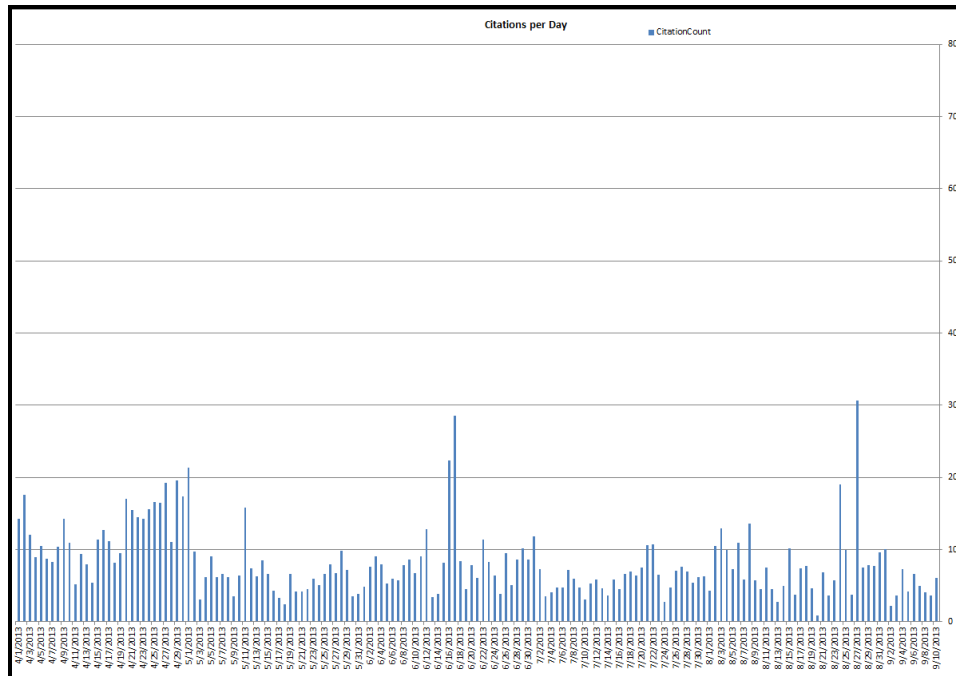
II Updates on Action Items from Previous Meetings

- A TraCS Helpdesk Update.
 - Josh reported that there was no further news on helpdesk positions. He could report, however, that he was in the process of offering two help desk positions to potential applicants. He is also working with Rick on a formal help desk plan.

III Items for Discussion

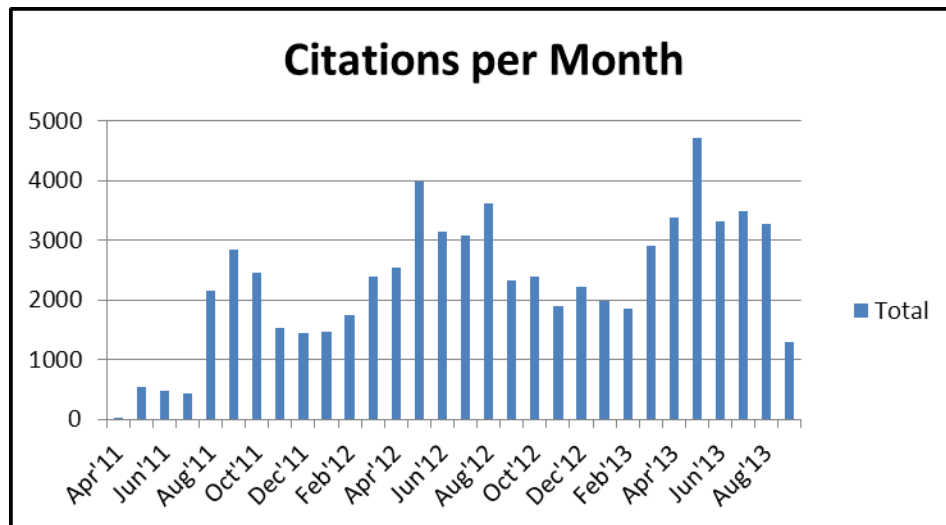
A TraCS monthly activity report (Dave)

- 1) The TraCS Project Team attended the National Model Steering Committee meeting in Charlotte, NC August 22 and 23, 2103.
 - a) The Alaska Motor Vehicle Collision Report was demonstrated for the National Model group.
 - b) The annual fees for the National Model software have not been increased for three years and federal grant funds have diminished significantly. The National Model voted to increase the annual fees gradually over the next three years for each of the products.
 - i) TraCS - \$45,000 to \$52,500 in 2014, \$52,500 to \$60,000 in 2015, with a **potential** increase of **up to** 10% each year afterwards if approved by vote of the National Model members
 - ii) ILT – Increase \$17,000 to \$19,000 per year in 2015
- 2) We continue working with TEG to resolve issues in the TraCS application releases as they may occur
 - a) TraCS v10.05.24 was released for Production on September 6, 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 109,951 issued 12-213AUCs in the repository as of this morning
 - b) There were 4,948 12-200 Crash forms in the repository as of this morning (3,199 are Validated)
 - c) There were 1362 of the new 12-200v1 Crash forms in the repository as of this morning (1356 are Validated)
- 4) We have begun implementing the TraCS Update service that is built into TraCS natively. We now have 109 TraCS clients from 6 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, Some Fourth District Courts, and only Barrow Court 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;
 - h) Northslope Borough PD Citations since 09/05/2013 bound for Barrow Court;
(We expect to have other local LEAs from non-payee cities submitting electronically soon)
 - i) As of this morning, a total of 68,875 TraCS citations have been sent to Courts electronically since we went live on 4/29/2011. Over 88,790 total TraCS citations have been issued during that date. There were 3,276 submitted in August 2013. (That may include duplicate submissions.)



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 and deployed to Kotzebue PD. We are preparing for onsite training.
 - b) 16 have been configured for Ketchikan PD. We are preparing for onsite training.
 - c) 4 are to be configured for Hoonah PD. We are awaiting information on their officers/staff.
 - d) 4 are to be configured for Sand Point PD. We are awaiting information on their officers/staff.
 - e) 7 are to be configured for Nome 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.
- 14) eCitation update
 - a) The DPS.Citation process is running stably with only regular maintenance required.
 - b) To date, 8,701 APD citations have been processed to Courts successfully as Requests for Default Judgment.
 - i) All but 2 of the citations from the APD Oscar2 batch have been successful transmitted. We are waiting on instructions from APD on how/when to process the remaining 2 citations.
 - c) DPS has the ability to bring other non-payee TraCS agencies on at will.
- 15) 12-213AUC – 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 have had little or no contact for the past month with FPD on their citations.
 - 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 Status of TraCS Section 405(c) grant application

There is no new information on the TraCS grant application. The Highway Safety Office is still waiting for final approval of their grant programs. It is expected that NTP's will be issued by October 1, 2013 for at least the first quarter grant funds. Bonnie will report on the status of this item at the October meeting which should wrap this up for another year.

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

FPD still seems to be doing well and are ready to test their interface. They were able 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. An RSA from DOT to DMV has been initiated and the work can get started as soon as the money becomes available.

- E Status of the identification of stakeholders and planning for DUI forms in TraCS**
Rick was not present to give a status update on this project. This item will be continued to the October agenda.

- IV Other Short Business**
Josh reported that Juneau PD would like to be able to get their citation data back after end-shifting to the repository. This is going to be an issue for many agencies and DPS will be working on a solution to make that citation data available to the agencies that created it so that they can get it into their respective RMS systems.

V Action Items

1. The next meeting will be held on Tuesday, October 8, 2013 in the **OLD CRIME LAB CLASSROOM** in the building adjacent to the main DPS office.

Gary moved to adjourn and Chief Bengaard seconded. All in favor, the meeting was adjourned at 2:06pm.

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

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