

AAMVA Working Groups
Driver Programs Update
June 5, 2014

Region IV Conference
Vancouver, British Columbia

Kevin Lewis, Director, Driver Programs

Mission Statement

The Driver Standing Committee will work across all disciplines to assist member jurisdictions and the other Standing Committees by improving and promoting safety, security and service within driver programs through education, leadership, communication and the development of uniform practices.

Committee Mission & Goals

Goals

- Develop and implement uniform practices and standards that will assist jurisdictions with the implementation of driver programs.
- Identify opportunities to develop and implement education and training programs that will help our member jurisdictions professional development efforts.
- Communicate clearly and concisely committee activities to the jurisdictional members, associate members and other stakeholders.
- Provide leadership that facilitates, promotes and communicates driver program best practices and products.

Goals (cont)

- Encourage and maintain participation by jurisdictions and form partnerships for the exchange of ideas and information on driver issues.
- Consider all disciplines in committee activities and ensure active participation in projects by the appropriate disciplines.
- Advocate for programs that create fair, uniform and effective treatment of the driving public across jurisdictional lines.

Driver Committee Members

Chair & Region IV Driver Representative

- Steve Monson, Colorado Division of Motor Vehicles

Vice-Chair & Region III Driver Representative

- Glenn Jackson, North Dakota Department of Transportation

Committee Members

- Eric Alsvan, Pennsylvania Department of Motor Vehicles, **Region I Driver Representative**
- Christine Nizer, Maryland Motor Vehicle Administration, **Region I Driver Representative**
- Millicent Ford, Virginia Department of Motor Vehicles, **Region II Driver Representative**
- Michael Hogan, Tennessee Department of Safety, **Region II Driver Representative**
- Mary Ford, Iowa Department of Transportation, **Region III Driver Representative**
- Janelle Goulet, Insurance Corporation of British Columbia, **Region IV Driver Representative**
- Sean Adgerson, Maryland Motor vehicle Administration, **Fraud Representative**
- Scott Vien, Delaware Division of Motor Vehicles, **ID Management Representative**
- Rick Khanna, Massachusetts Department of Transportation, **IT Representative**
- Fred Williams Jr, Kentucky State Police, **Law Enforcement Representative**
- Ellen Marie Hess, Virginia Department of Motor Vehicles, **LS Representative**
- David Glasser, D.C. Department of Motor Vehicles, **MCS Representative**
- David Patrick Fierro, Nevada Department of Motor Vehicles, **PACE Representative**
- Mitchell Warren, Wisconsin Department of Transportation, **Vehicle Representative**

Board Advisor to Driver Committee

- Robert Ide, Vermont Department of Motor Vehicles
- Robert Mikell, Georgia Department of Driver Services

AAMVA Staff Liaison to the Driver Committee

- Kevin Lewis, Director, Driver Programs

NHTSA Tasks & Working Groups Within the Driver Committee

- Motorcycle Operators Manual (MOM)
- Comparative Data
- NDR Working Group
- DLA Support
- International Driver Examiner Certification (IDEC)
- Non-commercial Model Driver Testing System (NMDTS)
- Increasing Compliance with Driver Restrictions, Suspensions & Revocations Working Group

FMCSA Tasks & Working Groups Within the Driver Committee

- CDL Train-the-Trainer
- CDL Coordinator/IT Meetings
- Auditing CDL Skills Test Examiners & Creation of Road Test Training Video
- MAP-21 Working Group Support
- Online CCE/CDL Examiner Training Course

Motorcycle Operators Manual (MOM)

- Purpose - Support the development and ongoing maintenance of the MOM and a licensing knowledge test question database. The project order will improve highway safety by updating motorcycle operator knowledge testing standards through the development and maintenance of the MOM and the licensing knowledge test question database for the testing of entry-level motorcycle operators by jurisdictional driver license agencies.

Motorcycle Operators Manual (MOM)

- Knowledge Test item pool questions have been finalized
- 3-Wheel Vehicle Item Pool and MOM Supplement has been approved by NHTSA
- Georgia conducted the MOM Pilot and AAMVA is analyzing test result data
- Once test analysis is complete AAMVA will make the necessary changes to the MOM and then release it for jurisdictional use.

NDR Working Group

- Purpose – Assist the NDR in working with the States and AAMVA in identifying and analyzing existing issues and problems affecting the effectiveness of the NDR PDPS business operations in relation to the participating jurisdictions. Analysis of business operations included, but was not limited to:
 - revision of the AAMVAnet Code Dictionary (ACD) codes
 - reporting requirements for the States
 - technological upgrade requirements for federal users
 - issues regarding outdated pointers
 - responsibilities for maintenance for each jurisdiction's database segment

NDR Working Group

- 3 Working Group meetings held
- Working Group created jurisdictional resource materials, finalized the list of suggested best practices and improvements to the NDR procedures and created a list of the acceptable ACD codes to be sent to the NDR
- Draft Final Report now under review by NHTSA
- Once Final Report is approved by NHTSA, AAMVA will release the Final Report and all supporting documentation to the jurisdictions and will support NHTSA in their creation of new NDR/PDPS regulations

Driver License Agreement (DLA)

- Purpose – Support jurisdictional efforts to implement and become members of the DLA. This effort also involves support for the Legal Services Working Group to perform up to 4 DLA review meetings per year for those jurisdictions working towards adoption of the DLA. Additional objectives are to support the transition of administration of the DLA from the current Board to a new Board as determined by the DLA as well as facilitating the implementation of a national one driver, one license and one driver control record system.

Driver License Agreement (DLA)

- DLA adoption has halted due to economic and REAL ID concerns
- NHTSA has extended the task until 9/30/14 to allow for jurisdictional legal sufficiency reviews to be held
- DLA Forum is being planned for June 17-18, 2014. This will bring the Chief Administrators from the U.S. jurisdictions together for a reintroduction of the DLA and for a decision to be made on going forward with DLA adoption or stopping future adoption efforts
- Future NHTSA DLA funding is in jeopardy if jurisdictions do not begin DLA adoption

International Driver Examiner Certification (IDEC)

- Purpose – Support AAMVA's International Driver Examiner Certification (IDEC) Executive Board in their enhancements and promotion of the Certified Driver Examiner (CDE), Certified Commercial Examiner (CCE) and Certified Third Party Tester (CTT) certification program. It also provides support to AAMVA in the revision and improvements to existing examiner training materials, certification exams and to the IDEC Executive Board on governance of the certification program.

International Driver Examiner Certification (IDEC)

- Updated IDEC materials are available
- Developed IDEC webinars to assist jurisdictional examiners in receiving IDEC certification
- Project ended on 12/31/13 but AAMVA will continue support of the IDEC program. Once a new NHTSA Cooperative Agreement is in place AAMVA will request funding for a new multi-year IDEC support task

Non-commercial Model Driver Testing System (NMDTS)

- Purpose – Conduct a pilot test of the previously developed Noncommercial Model Driver Testing System (NMDTS) Driver's Manual and knowledge test item pool questions. The pilot test will :
 - Determine the effectiveness of the Driver's Manual by entry level drivers and the results used to further refine the driver manual
 - Administer a knowledge test based upon the NMDTS Knowledge Test Item Pool Test Questions to the entry level drivers. The results of the knowledge test will assist AAMVA in determining test question validity, reliability, knowledge domains, and test question level of difficulty.

Non-commercial Model Driver Testing System (NMDTS)

- Examiners manual and skills tests have been field tested
- Skills tests are in use in Maryland and South Carolina
- We have not been able to identify a jurisdiction to field test the Driver Manual and knowledge test questions. As a work-around, Washington is reviewing the Driver Manual and knowledge test questions and will make recommendations to AAMVA regarding the content of the Driver Manual and Item Pool. AAMVA will consider the Washington recommendations, update the Driver Manual and Item Pool as necessary and release the NMDTS to the jurisdictions in late 2014.

Increasing Compliance with Driver Restrictions, Suspensions and Revocations Working Group

- Purpose - The working group is focusing on effective methods of identifying drivers with license restrictions, training of law enforcement, coordination with the courts, and developing efficient administrative procedures, record keeping, and enforcement techniques for suspended drivers. The working group will, if possible, develop solutions and best practices that support and expand effective enforcement and administrative measures that result in increased compliance with licensing suspensions and restrictions imposed on those drivers suspended for highway-safety violations.

Increasing Compliance with Driver Restrictions, Suspensions and Revocations Working Group

- First Working Group meeting held January 2014
- Second Working Group meeting held May 2014
- Developed preliminary Recommendations & Best Practices for Increasing Compliance with DL Sanctions
- Working Group has recommended to NHTSA that regional workshops be held instead of trying to pilot the Recommendations & Best Practices in a single jurisdiction.
- NHTSA is investigating if task order can be modified to hold regional workshops instead of a pilot test in a single jurisdiction

CDL Train-the-Trainer

- Purpose
 - Conduct 1 CDL Train-the-Trainer class and two 2-day 2005 CDL Test System Examiner Update classes in 2012, 2013 & 2014
 - The CDL Train-the-Trainer is a 40-hour course developed to train and certify at least one Examiner from each jurisdiction in CDL test administration. These trainers are responsible for training others to teach State Examiners to administer the CDL tests; or to teach State Examiners to administer the CDL tests
 - The 2005 CDL Test System Examiner Update is a 2-day class designed to teach experienced Examiners how to conduct the 2005 CDL Test System tests
 - All Trainer and Examiner update training is based on the International Commercial Driver Examiner Certification Program, Certified Commercial Examiner (CCE) course curriculum. The CCE curriculum was created and updated by AAMVA to support the 2005 CDL Test System developed by AAMVA in cooperation with FMCSA

- CDL Train-the-Trainer classes
 - 1st class held the week of April 23rd, 2012
 - Fourteen trainers representing 10 jurisdictions attended the class
 - 2nd class held the week of April 22, 2013
 - Fourteen trainers representing 12 jurisdictions and 5 FMCSA staff members attended the class
 - 3rd class held the week of April 7, 2014
- 2005 CDL Test System Examiner Update classes
 - 1st set of update classes held the week of October 22, 2012
 - Twenty eight students representing 21 jurisdictions and six FMCSA State Program Managers attended the classes
 - 2nd set of classes held October 29 – 30 and October 31 – November 1, 2013
 - Twenty five CDL Examiners representing eighteen jurisdictions; and eleven FMCSA State Program Managers attended the class

2014 CDL Coordinator / IT Meeting

- Purpose - Provide a forum to facilitate dialogue between the jurisdictions and FMCSA personnel in meeting the requirements of the Commercial Motor Vehicle Safety Act of 1986 (CMVSA) and the Motor Carrier Safety Improvement Act of 1999 (MCSIA) by holding a national CDL coordinators and information technology meeting. Meeting attendees included jurisdictional CDL personnel, jurisdictional information technology personnel, State commercial vehicle enforcement personnel, FMCSA Headquarters staff and FMCSA Division Administrators.

2014 CDL Coordinator / IT Meeting

- Meeting held February 11 – 12, 2014 in Houston, TX
- 294 attendees from all 51 U.S. jurisdictions were in attendance as well as FMCSA Headquarters and Division Administrator staff
- Planning for 2015 meeting is underway
 - Proposing a 3-day meeting instead of 2-days
 - Looking at Houston, TX in the February 2015 timeframe
 - 4 attendees from each U.S. jurisdiction
 - Once details have been finalized AAMVA will send out a “Save-the-Date” announcement

Auditing CDL Skills Test Examiners & Creation of Road Test Training Video

- Purpose
 - Develop an Auditing Training Curriculum and resources to be utilized by State Motor Vehicle Agencies (MVA) to document program oversight; and/or FMCSA State Directors and staff personnel to train new staff and when conducting CDL audits, reviews, etc.
 - Produce and distribute a video that demonstrates the proper method for conducting and scoring a CDL Road Test. This video will complete the CDL Examiner training series, thus ensuring compliance with the Commercial Driver's License Testing & Commercial Learner's Permit Standards Final Rule regarding the training requirements for state CDL Knowledge & Skills Test Examiners as well as Third Party Examiners.

Auditing CDL Skills Test Examiners & Creation of Road Test Training Video

- The first meeting of the CDL Audit Working Group was held in Baltimore, Maryland on September 12th & 13th, 2013
- The second meeting of the CDL Audit Working Group was held in San Antonio May 15 – 16, 2014
- Work continues on the development of the Auditing Training Curriculum and resources
- Editing continues on the road test video that will complete the CDL Examiner training video series. Preliminary video has been created is undergoing review by the AAMVA Test Maintenance Subcommittee

MAP-21 Working Group Support

- Purpose - Fund the creation and support of a cadre of jurisdictional personnel who can meet, when necessary, to discuss CDL issues and provide input to FMCSA on CDL program improvements required by MAP-21. The meetings would cover such topics as:
 - Meeting the CDL Program provisions in section 32305 of MAP-21
 - Input from jurisdictions on how to address the gaps between military and jurisdictional CDL testing programs
 - Developing uniformity in the way a covered farm vehicle is defined under the new agricultural CDL exemption
 - Modifications and updates to the CDL Test System and meeting the new jurisdictional requirements created in the CDL Permit & Testing Final Rule

MAP-21 Working Group Support

- Working group formed
- Have held bi-weekly conference calls with the working group and other jurisdictions to discuss the Employee Notification System and Passenger Endorsement requirements outlined in MAP-21
- Performed survey of ENS programs in the jurisdictions. Have received responses from 42 of 51 US jurisdictions
- Planning started on 1st face-to-face meeting of the Working group.

Online CCE/CDL Examiner Training Course

- Purpose - Develop a comprehensive integrated training system as required by the CDL Permit & Testing Final Rule as well as develop a self-paced on-line training course for State and Third Party CDL Test Examiners. The training system consists of both online and hands-on lab based courses.
 - The on-line course will be used by the jurisdictions to satisfy the classroom portion of the required training
 - State and Third Party Skills Test Examiners must successfully complete the lab activities portions of the training in a hands-on training environment, demonstrate successful administration of at least one Skills Test and pass the final certification examination
 - State Knowledge Test Examiners must successfully complete the online training and pass the final certification examination.

Online CCE/CDL Examiner Training Course

- Identified and created working group comprised of members of the International Driver Examiner Certification Executive Board (IDEC), Test Maintenance Subcommittee (TMS), and AAMVA staff
- Updated the CCE Instructors Guide & materials based upon changes resulting from the Commercial Learner's Permit and Testing Standards final rule
- Completed survey to determine what (if any) type of LMS/web based training systems jurisdictions are using
- Currently working with the Commercial Skills Test Information Management System (CSTIMS) Project Manager to develop business requirements to have the Online Training Program pass training & certification data to CSTIMS

External Fraud Working Group

Jointly Sponsored by the Driver, Vehicle & Law
Enforcement Committees

External Fraud Working Group

- **External Fraud Working Group**
 - Working Group formed spring 2012; three meetings held to date
 - Three year charter to develop a best practices document on detecting and deterring external fraud
 - Internal fraud best practices has been combined with draft external fraud document
 - Next meeting targeted for June 2014; review of entire document will take place
 - Final document scheduled for release by December 2014

External Fraud WG Members

- Owen McShane, Chair, NY
- Tiffany Roadcap, PA
- Chrissy Nizer, MD
- Brenda Mays, OK
- Paul Steier, IA
- Dean Reynoldson, KS
- Frank Alvarez, CA
- David Martin, OR
- Karen Grim, VA
- Geoff Slagle, AAMVA
- Brian Ursino, AAMVA
- Sheila Prior, Staff Liaison, AAMVA
- Advisors
- Keith Fowler, ICE
- Mike Loose, FMCSA

Other Activities

•Card Design Standard Committee

- Cindy Gerber (SD) – Chair
- Scott Vien (DE) – Vice Chair
- Patrick Fernan (WI) – Board Liaison
- Robert Rousse (QC) – CCMTA representative
- Kim Lambert (ON) – Region I representative
- Barb Webb (NC) – Region II representative
- Steve Leak (IN) – Region III representative
- Ted Ockenden (BC) – Region IV representative
- Dan Glick (VA State Police) – LE representative
- Ryan Burchnell (FL Highway Patrol) – LE representative
- Sandy Lambert – Fellow
- Geoff Slagle (AAMVA)
- Loffie Jordaan (AAMVA)

- **Card Design Standard Committee**
 - Next face-to-face met April 2014
 - Working on Secure Design Principles companion to CDS through an Ad Hoc
 - Addresses the “art” of design vs. pure standard
 - Associate members who are DL/ID manufacturers are involved
 - Courtesy Verification Program - expanding services (including durability/service life tests)
 - Draft 2014 CDS in progress

•eID Working Group

- Dave Burhop (VA) - Chair
- Scott Vien (DE) – CDS Liaison
- Stacey Stanton (AZ) – Board Liaison & Region IV representative
- Dan Haughney (NY) – LE representative
- Susan McCracken (NB) – CCMTA representative
- Bob Grill (NJ) – Region I representative
- Mike McCaskill (FL) – Region II representative
- Corey Lorenz (IA) – Region III representative
- Geoff Slagle (AAMVA)
- Philippe Guiot (AAMVA)

- **eID Working Group**
 - Next face-to-face meeting held in April 2014
 - National Strategy for Trusted Identities in Cyberspace (NSTIC) grant (Cross Sector Digital Identity Initiative) and Identity Ecosystem Steering Group
 - Supporting eOdometer
- **Forecast of Projects for CDS and eID**
 - Publication of 2014 CDS & SDP companion (August)
 - Publication of eOdometer recommendation (late 2014)
 - Publication of IDPV standard*

* = dependent on non-AAMVA entities

Summary

- Working Groups and AAMVA Driver Programs staff will continue through 2014 to complete deliverables:
 - Motorcycle Operators Manual
 - NDR/PDPS Recommendations & Best Practices
 - Driver License Agreement
 - Updated IDEC Certification & Training Materials
 - Non-commercial Model Driver Testing System
 - CDL Train-the-Trainer
 - CDL Coordinator/IT Meeting
 - Auditing training for CDL Skills Test Examiners
 - Creation of Road Test Training Video
 - MAP-21 Working Group Support
 - Online CCE/CDL Examiner Training Course

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Questions?