

CRLMS TAG Minutes – September. 29, 2009

Opening:

Meeting called to order by TAG Coordinator, Jim Ferguson, who welcomed everyone to the meeting. Member roll call was taken.

Members or proxies in attendance

Jim Ferguson	NDOR (Nebraska) TAG Coordinator
Charles Groshens	Minnesota
Andy Penney	Oklahoma

Other Attendees:

Todd Bergland	MNDOT
Kathy James	MTDOT
John Oberdiek	Info Tech, Inc.
Monelle McKay	Into Tech, Inc.
Mike Connors	Info Tech, Inc.
Joe Weber	NJDOT
Kristi Hixson	MoDOT
Kevin Fox	MIDOT
Teresa Franklin	Info Tech, Inc.
Missy Stuedle	MoDOT
Chris Hebert	VT AOT
Kevin Thornton	AR HTD
Joe Bouchey	VADOT
Jeannette Saucier	MoDOT
Turner Bond	MoDOT
Kathy James	MDT
Randy Lawton	Info Tech, Inc.

Total Attendees = 21

Mission Statement:

The mission statement was reviewed. Charlie Groshens made a motion to keep / modify the mission statement as posted / copied below. Andy Penney seconded the motion; motion carried.

Provide guidance and coordination for the development and implementation of a comprehensive civil rights and labor management system within the framework of a total transportation information system.

Short term goals:

The short-term goals were reviewed. Charlie Groshens made a motion to keep / modify the short-term goals as posted / copied below. Andy Penney seconded the motion; motion carried.

- **Continue to identify areas of future needs of Trns•port CRLMS™.**
- **Prioritize known issues and future needs affecting Trns•port CRLMS™.**
- **Review issues and provide oversight for areas of functions affecting the maintenance of other Trns•port modules.**
- **Help promote and support the solicitation for continued development of Trns•port CRLMS™.**

Long term goals:

The long-term goals were reviewed. Charlie Groshens made a motion to keep / modify the long-term goals as posted / copied below. Andy Penney seconded the motion; motion carried.

- **Ensure Trns•port handles the software and database needs of the Civil Rights and Labor Management personnel of agencies.**
- **Provide oversight as needed for the development of Trns•port CRLMS™.**
- **Review current and changing regulations and methods to ensure the AASHTO Trns•port™ products support the functions necessary to comply with all regulations and evolving methods.**
- **Monitor the development of Trns•port CRLMS™. and provide recommendations for on-going implementation of the system and the resolution of problems identified by Trns•port users.**

Meeting minutes from 2008

The minutes of the 2008 meeting were reviewed. Charles Groshens made a motion to approve minutes as posted. Andy Penney seconded the motion; motion carried.

Election of officers

2008 - 2009 TAG Coordinator - Jim Ferguson

2008 - 2009 Assistant TAG Coordinator - Charles Groshens

2009 - 2010 TAG Coordinator - Jim Ferguson

2009 - 2010 Assistant TAG Coordinator - Charles Groshens

Updates from past year

Beta Activity – Update from MDOT and MNDOT. Presentations from MNDOT

Trns•port CRLMS™. Production release May 2009

Current status of implementation activities –

NJDOT - Started analysis in February 09. Draft results were delivered in May. Final delivery will be combined with a Trns•port Preconstruction™ proposal.

SCDOT – Started analysis in May. Delivered draft results September. Final delivery expected end of October.

TDOT – Started in July with training, increased scope to include Trns•port Preconstruction™, kick-off in September.

MN/DOT - Planning to implement by January 2010. More details provided in Next steps presentation.

MoDOT - Actively Implementing Trns•port Preconstruction™ and Trns•port CRLMS™

TMR Discussion

Trns•port CRLMS™S items that will become obsolete\addressed with the new UI under the .NET upgrade. Each of these three will be included in the UI upgrade and will be removed from the ballot list, so the vote will not be diluted.

[11733](#) - *Increase field size of system generated keys*

[11199](#) - *Make transition from proposal to contract an asynchronous process*

[10320](#) - *Display description with ID on screens and drop down lists.*

It was suggested to be obsolete by ITI. The TAG wants to make sure it remains on the radar. Monelle verified that it is included in the current work plan proposals.

TMRs -

Endorsed -- [11349](#) - External Access for Bidders Quoters Data

Endorsed – [11242](#) - Bidders / Quoters Report

Endorsed – [11428](#) - Create Wage Decision Classifications at the Project Level

Ballot items:

Discussed

[10310](#) - Export Data to Federal Agencies (I believe FHWA is going to request states to submit the DBE semi-annual report and 1392 report electronically)

[10390](#) - Payroll Analysis - Level 3 Edits (I believe we didn't adequately complete this function in CRLMS Phase 1)

[10303](#) - Create Trainee Report for a Specific Contractor (OJT functions in CRLMS is pretty minimal)

[10405](#) - Enhance Federal 1392 Report (We need to eliminate the double counting of the same employee who worked on multiple projects)

Resolution:

Enhancement 10310 discussion – TAG voted “No endorsement”

Enhancement 10390 discussion – There is a possibility of utilizing an Interactive Analysis Tool to address the Level 3 edits. Charlie moved to endorse, no one seconded. There will be no endorsement.

Enhancement 10303 discussion – Concerns with distribution of confidential data. New agency option to set requirements – No SSN, Vendor set (employer ID), Partial SSN. Items from Floor

A motion to adjourn the meeting was made by Andy Penney and seconded by Charles Groshens.