

MICHIGAN TRUCK SAFETY COMMISSION **MTSC**

September 14, 2011
Meeting Minutes

Commissioners Present

Mr. Walter Heinritz – Vice Chair
Dr. Dan Blower
Mr. Ken Houck
Mr. Charles Moser
Mr. Tom O'Brien
Mr. Mike Prince
Mr. Robert Ramels

Commissioners Absent

Mr. Fred Bueter – Chair
Mr. Dave Goller
Capt. Harold Love
Mr. David Zick

Guests

Ms. Jill Skutar - MCTS
Mr. Jeff Stevens – Maner Costerisan
Ms. Kim LaViviere - MDOT
Mr. Kirk Forbes - MPSC
Insp. Randy Coplin

OHSP Staff

Ms. Kathy Farnum
Ms. Janet Hengesbach
Ms. Kim Kelly

CALL TO ORDER

The MTSC meeting was called to order by Mr. Walt Heinritz, Vice-Chair in Mr. Bueter's absence, at 9:00 a.m.

WELCOME AND INTRODUCTIONS

Mr. Heinritz welcomed the new commissioners. He also thanked the previous commissioners for their service to the MTSC. Self introductions were made of those present today.

APPROVAL OF MINUTES

A **MOTION** to accept the minutes of the July 13, 2011 meeting was made by Mr. Prince and supported by Mr. O'Brien. The **MOTION** carries.

STANDING REPORTS

Chair's Report – Mr. Walt Heinritz

Mr. Heinritz had no report.

Financial Report – Ms. Kim Kelly

Ms. Kelly presented an overview of the financial statement as of July 31, 2011. The revenue collected represents YTD and grantees expenditures YTD. The Secretary of State revenue has increased by 3%. The UCR is a set amount so it does not vary. In past years, there is more spending by the grantees in the final quarter, so the expenditures could increase yet this fiscal year. Whatever is not spent this fiscal year will go into carryover funds. There was a question regarding the increase in revenue – it has been dropping in the last few years, but lately it has increased and is now stabilized. Ms. Kelly suggested perhaps more trucks applying for registrations could be one reason for the recent increases.

Mr. Prince noted that the Strategic Plan is due to be updated. New members will need to be identified for the Planning and Evaluation Subcommittee. One of the items that Mr. Bueter will be doing in the next few weeks is evaluating the subcommittees and the composition of those subcommittees.

Education Grant Activity Report – Ms. Jill Skutar

Ms. Skutar gave a report highlighting the recent activities and accomplishments of the Center. She indicated there are significant increases in all of four of the original goals identified.

Mr. O'Brien commented that he has attended some events sponsored by this grant; they are well worth the attendance. Another thing he did was a ride-along with MSP. It is a great experience. Commissioners may also go out to one of the MSP inspection locations. Mr. Prince will speak with Capt Love regarding these activities.

Mr. Prince inquired about original increase of 5% noted in the various areas of goals 1-4. Ms. Skutar indicated they are on course to meet those goals.

Enforcement Grant Activity Report – Insp. Randy Coplin

Insp. Coplin reviewed the recent activity and statistics from the Traffic Safety Division. He is encouraging people go on ride-alongs with the Motor Carrier Division. He also reminded the group that the Motor Carrier Recruit School currently has 22 recruits which are scheduled to graduate on November 23. They will then spend 17 weeks being shadowed by another officer.

Since the last quarter, there have been approximately 1,600 traffic stops, 1,300 driver equipment compliance checks and 1,200 tickets. Insp. Coplin commented that with regards to the 1,200 tickets, approximately 10-15% were seatbelt violations.

The Motor Carrier Division continues their work on enforcement at borders and bridges including the Ambassador, International, and the Blue water bridges. This work will continue into 2012.

ACTION ITEMS

None

PRESENTATIONS/REPORTS

Ms. Farnum briefly discussed the 2 grants FMSA awarded this year.

The first grant is for an observation survey for seat belt enforcement which will begin Oct 1, 2011. The second grant is for TACT (Ticketing Aggressive Cars and Trucks). This will address the aggressive driving of cars around commercial vehicles. It is a 2-stage process with the first stage as application for a readiness grant. This would allow a study to be performed based on where the problems exist, under what kinds of crashes, the behaviors of such drivers, etc. The next phase would be to apply for the implementation Grant. This would begin the actual program sometime in 2012. The MTSC is providing some match funds for these grants.

OHSP will schedule a commissioner orientation meeting. Although this meeting is not mandatory, it would be helpful and would provide an overview of the history of truck commission, statute, and the role of the commissioners and would go in-depth regarding the grant projects.

A. GTSAC Awards

The GTSAC awards lunch is scheduled for March 2012 during the annual Traffic Safety Summit. Mr. Prince reviewed each safety award that is given out during that lunch.

B. Traffic Safety Summit

The OHSP each year sponsors a Traffic Safety Summit. While the summit is not all about Commercial Truck Safety, it features different sessions discussing many the aspects of Traffic Safety. The OHSP sponsors the registration fee and lodging expenses for the Commissioners to attend the Summit

C. Response to sub-recipients vs. vendor determination

Mr. Prince explained there was an inquiry at the last Commission Meeting regarding the relationship of the project involving the Center of Truck Safety and OHSP. Mr. Prince and Kim Kelly reviewed this issue with the MSP Internal Controller and was provided guidance by the Office of the Auditor General to make this determination. Based on that work, it was determined that this project is considered a sub-recipient grant. Mr. Prince stated that the grants issued by OHSP are for cost-reimbursement only and that if the Commission desired, that OHSP could rebid the project as a "for-profit" vendor contract. The process for a vendor contract is more lengthy and involved and requires that the process go through the State Department of Technology, Management and Budget (DTMB), that a Joint Evaluation Committee (JEC) is established, and the resulting contract be reviewed by the Attorney General's Office. This might result in more applicants for the Education Grant, but would likely cost more since there would be a profit margin provided.

Mr. Stevens explained there was an inquiry regarding Indirect Costs within the grant. In past years, the Indirect Costs have been shown as either a percentage or a dollar amount. In the new grant guidelines, a clarification was needed. Mr. Prince explained that the RFP provided guidance to the applicants on the process for including Indirect Costs in their proposals. The Michigan Center for Truck Safety proposal included an "all-inclusive Indirect Cost" of \$108,000 which must be supported through a central service cost allocation plan or other financial records.

Mr. Prince indicated that OHSP would work with the Center to assist them in complying with the grant requirements.

PUBLIC COMMENT

None

ADJOURNMENT

A **MOTION** to adjourn was made by Mr. Moser, with Mr. Ramels supporting, the **MOTION** carries. The meeting was adjourned at 10:15 a.m.

The next meeting of the MTSC is scheduled for Wednesday, November 2, 2011.