

**California Transportation Permits Advisory Council (CTPAC)
Steering Committee Meeting**

**Thursday, June 30th, 2022
10:00 AM to 12:00 PM**

**Location: California Trucking Association
4148 E. Commerce Way, Sacramento, CA 95834**

Meeting Summary

Item #1 – Welcome, Agenda and Purpose of Meeting.

CTPAC chairperson Eric Sauer, Senior Vice President Governmental Affairs with the California Trucking Association (CTA), welcomed attendees. Eric expressed his appreciation to everyone for participating in the meeting, including the trucking industry, the California Department of Transportation (Caltrans) and the California Highway Patrol (CHP) representatives. He also informed attendees of the many meetings CTPAC members had since the previous meeting.

Item #2 – Caltrans Updates

Thomas Schriber, Chief of Caltrans' Office of Commercial Vehicle Operations (CVO), welcomed everyone at the meeting.

Thomas informed that there is a new Caltrans Director, Tony Tavares, and a new temporary Traffic Operations Division Chief, David Man. New permits office staff were also mentioned.

The Caltrans 14th Street office lease expires on August 31st, and the public was informed that there may be a new location for Transportation Permits Office. Caltrans Information technology (IT) staff are still working on the implementation of electronic annual permits.

June 30th is the last day for the Governor's Executive Order for the movement of overweight intermodal sea container permits. The deadline for sea container permits will be extended to December 31st, but new applications are required, as all existing permits have expired.

Item #3 – CHP Updates

Captain Arnold Hardy, CHP Commercial Vehicle Section (CVS), introduced the CHP staff. Sergeant Dave Kelly mentioned that there are no changes in policies that affects the public, and that the CHP is currently working with Caltrans on some internal policies.

Q1: How can CHP inspections be improved to reduce wait time?

A1: Call ahead to the local CHP inspection facility would help to reduce wait time. Inspections from out-of-state are valid for 90 days from the date of inspection.

Q2: Is there a guideline for officers at the inspection station on how to schedule inspections?

A2: No, there are no written guidelines. Each facility or Division coordinator administers voluntary inspections or CHP-required escort inspections based on local operational procedures.

Sergeant Kelly reminded industry to stay on route for variance permit moves. If the driver accidentally goes off route, stop and contact pilot cars or CHP escort immediately to clear the route.

Item #4 – Roundabouts on SHS

Brian Frazer, Caltrans Design, explained via PowerPoint on how to navigate roundabouts for commercial drivers.

- Truck aprons at roundabouts are for trucks to use and they are not sidewalks.
- Sidewalks are separated from the road by buffer.
- CTA is working with the DMV and Caltrans on including information educating commercial drivers on how to traverse through roundabouts and utilization of roundabout aprons in the DMV CA Commercial Driver Handbook.
- Roundabouts reduce the crash fatality rate by 90%.
- Drivers must yield to trucks at roundabouts.
- Caltrans is working on creating a list of roundabouts within the state.

Q: Was the information on roundabouts provided to DMV at this moment?

A: No, not yet.

There was also a discussion on looking into amending the California Vehicle Code Section with regard to roundabout right of way.

Item #5 – Workgroup Updates

a) Crane

Two representatives from crane manufacturers were present at the meeting. Workgroup plans to submit a proposal by the next meeting.

b) Annuals

No update.

c) Fixed Loads/Tow Trucks

No update.

d) Variance

Q: Why is there an additional \$50 charge on variance permits when the work was already done on a previous permit?

A: Thomas and Devinder will clarify with the variance team on additional charges.

e) Transportation Permits Manual (TPM) Chapter 2

TPM Chapter 2 will be published on the Caltrans website in next two weeks.

Industry comment: TPM Chapter 2 could be simplified further to make it easier to read by removing specific cases and generalizing the vehicle types.

f) Inspection Report Requirement

Q: Why inspection report must be submitted every time when applying for permits if Caltrans has all inspection reports on file?

A: Caltrans is working on creating a searchable database to make it easy to find approved inspections.

Caltrans has also received a proposal from the Inspection Report Working Group which is seeking to streamline the process. Caltrans is currently reviewing the proposal.

Item #6 – Caltrans Action Items Updates

Candy Chiu, Chief of Transportation Permits Issuance Branch, presented proposed changes regarding debtor accounts.

Debtor account is a monthly transportation permit billing account that allows debtor to incur permit charges for STARS2, Single Trip (faxed), Variance, Annual and Repetitive permits. Refer to TPM Chapter 1, Section 108.4 for more information. Proposed changes include permanent termination of the debtor account after two suspensions and the suspension of debtor account is extended to day 90 instead of day 70 to pay off the balance.

Q: Are there any ways to automate payments for debtor accounts, for example automatic credit card payment.

A: No, accounting department did not approve credit card payments for debtor accounts. However, credit card payments can be utilized for an individual permit.

Devinder Sandhu, Chief of Transportation Permits Issuance Branch, gave a presentation regarding commercial motor vehicle safety in work zones.

The purpose is to reduce the number of fatalities in work zones involving Commercial Motor Vehicles (CMVs) that weigh greater than 10,001 lbs. From 2012 to 2018, 406 fatal crashes occurred in CA work zones and 23% of these crashes involved CMVs. Federal Highway Administration (FHWA) is leading a targeted state level effort to better understand the unique circumstances leading to these crashes within 10 opportunity states.

Caltrans IT is working on a Quick Maps application that establishes push notifications of real-time traveler information and alerts travelers about upcoming and active closures. Caltrans Division of Design and Construction is developing positive work zone protection policy and guidance to improve CMV safety in work zones.

Item #7 SR 70 Red Route

Caltrans district staff are reviewing proposal. More information from CHP is required on why changes on route 70 in Plumas County are recommended.

Item #8 Public comments

Q: Why turnaround time on STARS2 permits is slow at times?

A: There are multiple reasons.

1. Issues with STARS2 software.
2. The need to move permit writers to other tasks to help with Annual or Single trip permits.
3. Multiple staff on vacation at the same time.

Item #9 – Summarize Action Items from Meeting

Eric summarized the following action items.

- 1) Follow up meeting by CHP, CTA, and Caltrans on possible vehicle code changes related to commercial vehicles in roundabouts.
- 2) Follow up meeting by DMV, CTA, and Caltrans on possible updates to the Commercial Drivers Handbook related to roundabouts.
- 3) Caltrans to follow up on charges on variance permits.
- 4) Caltrans to publish Chapter 2 of the Transportation Permits Manual and share the draft revisions of Chapter 1.
- 5) Caltrans to review the inspection report proposal and provide feedback.
- 6) Caltrans IT to present Quick Maps application at a future meeting.
- 7) Caltrans HQ to follow up with the district and CHP regarding Plumas 70.

Item #10: Next Meeting

Information about next meeting will be shared later.

Item #11 – Adjourn

The meeting was adjourned by Eric Sauer.

CTPAC Action Items

No.	CTPAC Meeting	Item	Due Date	Status/Notes
1	2/18/2016	Roundabout presentation - create advisory committee of CTPAC representatives (Leon F., Tim M., Lorin S., Curt W.)		<p><u>06/17/21</u>: Eric will include roundabout discussion to the agenda at the next meeting.</p> <p><u>10/06/21</u>: Brian Frazer of Caltrans Design presented. See Item 5 below.</p> <p><u>02/10/22</u>: Brian Frazer of Caltrans Design presented. See Item 5 below.</p> <p><u>06/30/22</u>: Brian Frazer of Caltrans Design presented. See Item 5 below.</p>
2	4/22/2019	Annual electronic copy of truck permit to replace hardcopy permit		<p><u>01/16/20</u>: Kien stated that there are no reasons that annual electronic copy of truck permit should replace hardcopy permit given the frequency of usage. Kien fully supported the electronic copy of the single trip permit, but not annual permit. The haulers should always keep the permit in possession.</p> <p><u>06/17/21</u>: Caltrans is working with IT Division to develop an online system that allows the customers to submit the permit applications electronically, including annual, repetitive and sea container.</p>

No.	CTPAC Meeting	Item	Due Date	Status/Notes
				<p><u>10/06/21</u>: On-going.</p> <p><u>02/10/22</u>: Three information technology staff are currently working on an online interface system for applying and issuing annual, repetitive, and sea container transportation permits.</p> <p><u>06/30/22</u>: on-going.</p>
3	9/12/2019	<p>Framed Load Bed Permit Issue from Oversize Transfer Trucking Inc.</p> <p>Greg Sanden emailed regarding permit for framed load bed container that typical sits at 4' high on framed flat rack to travel in the LA/LB Heavy Corridor.</p>		<p><u>9/22/2019</u>: Greg Sanden will contact Caltrans' Permit Office to resolve the issue. The sizes of the loads are vary widely – Will look into details. Single trip permits might be issued.</p> <p><u>01/16/20</u>: Greg Sanden was not present at the meeting.</p> <p><u>10/01/20</u>: No update.</p> <p><u>02/16/21</u>: No update.</p> <p><u>06/17/21</u>: No update.</p> <p><u>10/06/21</u>: No update.</p> <p><u>02/10/22</u>: No update.</p> <p><u>06/30/22</u>: No update.</p>
4	10/01/2020	<p>Port of Long Beach asked members to provide support letters regarding the expansion project on Anaheim Way and Farragut Avenue.</p>		<p>On-going</p> <p><u>02/16/21</u>: No update.</p> <p><u>06/17/21</u>: No update.</p> <p><u>10/06/21</u>: Port of Long Beach asked members to provide support letters regarding the expansion project on Anaheim Way and Farragut Avenue.</p> <p><u>02/10/22</u>: No update.</p> <p><u>06/30/22</u>: No update.</p>

No.	CTPAC Meeting	Item	Due Date	Status/Notes
5	10/06/2021	Brian Frazer of Caltrans Design - Roundabouts - Described industry role in providing feedback. Discussed possible changes to CVC and CA Commercial Drivers Handbook.		<p>On-going</p> <p><u>02/10/22</u>: Eric will reach out to DMV to discuss the possible updates of Commercial Driver Handbook. Eric will follow up with possible changes to CVC.</p> <p><u>06/30/22</u>: Follow up meeting by CHP, CTA, and Caltrans on possible vehicle code changes and changes to Commercial Drivers Handbook related to commercial vehicles in roundabouts. Industry will review the locations of where the roundabouts are being planned and provide comments.</p>
6	10/06/2021	Narayan Selwal, CT Permits. TPM Chapter 2 work group is comprised of Kevin Reese, Matt Klenske (chair), Suzanne Scheideker, Scott Moyers, and Bob Protz.		<p>On-going</p> <p><u>02/10/22</u>: Caltrans met with work group virtually on 3 November 2021 and shared draft revisions of TPM Chapter 2 with work group on February 2022. Members will review and provide inputs by the end of this month (02/24/2022).</p> <p><u>06/30/22</u>: Work group reviewed and provided comments. Caltrans incorporated the comments into the draft</p>

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				revisions. Chapter 2 will be published soon.
7	10/06/2021	<p>Permits Processing</p> <p>1. Inspection report requirements for California haulers – CT Permits will issue clarification MEMO and update permit writers via training.</p> <p>2. Two tiered variances. Brad Tuttle will follow up with Permits Manager Devinder Sandhu via Webex, on or before week ending 10/22/2021</p>		<p><u>10/27/2021</u>: Caltrans issued clarification memo regarding inspection report requirements.</p> <p><u>02/10/22</u>:</p> <p>1. Caltrans met with industry virtually on 6 January 2022 to clarify the inspection report requirement memo. Work group is formed to review vehicle inspection requirements. Eric will provide a list of inspection report work group members.</p> <p>2. Caltrans met with Bragg Heavy Transport virtually in October 2021 to discuss the issues related to two tiered variances and issues resolved.</p> <p><u>06/30/22</u>: Work group submitted inspection report proposal. Caltrans will review the proposal and provide feedback.</p>
8	06/30/2022	Additional \$50 charge on variance permits when the work was already done on a previous permit.		<u>06/30/22</u> : Caltrans will clarify with the variance team on additional charges and provide feedback.

No.	CTPAC Meeting	Item	Due Date	Status/Notes
9	06/30/2022	To reduce number of fatalities in work zones involving commercial motor vehicles (CMVs), Caltrans IT is working on developing a Quick Maps application.		<u>06/30/22</u> : Caltrans IT will present Quick Maps application at a future meeting.
10	06/30/2022	SR 70 Red Route		06/30/22: Caltrans HQ will follow up with the district and CHP regarding SR 70 red route.