

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

**June 13, 2013
11:30 am to 1:30 pm
California Trucking Association Office**

Meeting Summary

Item #1 – Welcome

Eric Sauer, California Trucking Association (CTA) and CTPAC Chair, welcomed the group and introductions were conducted. Officer Rob Sanchez, from the California Highway Patrol (CHP) - Commercial Vehicle Unit, introduced Officer Kristi McNabb who will serve as his alternate for the committee.

Eric S. reiterated that the pre- and post-meetings are being conducted to ensure that the items in steering committee meeting are vetted and on track. He further confirmed that the post-meeting is on July 10, 2013, and information including teleconference details will be forthcoming. In addition, he stressed the need to have the agenda for the meeting sent out to group members three weeks in advance to confirm content and focus of the items. In closing, he reiterated his offer to host the CTPAC meetings at the CTA facilities.

Item #2 – Public Comment

In addition to the direct e-mail from Eric S., Industry requested that the notice of upcoming CTPAC meetings be updated on the Caltrans website farther in advance so that members are aware of the date and time of the meeting.

Action #1 - Eric Sauer and Kien Le, Caltrans, will coordinate to make sure that the postings are updated as soon as the meeting date and details are confirmed.

CHP mentioned to the group that the next CHP Commercial Vehicle Safety Summit will be held on September 26, 2013 at the Double Tree Hotel in Ontario, California.

Item #3 – Caltrans Update

Dennis Agar, the new Chief of California Department of Transportation (Caltrans) Division of Traffic Operations, was introduced to the Steering Committee and offered some brief comments. He stated that customer service is very important to the Division of Traffic Operations and is a priority for the Office of Permits. In addition, he addressed

the staffing challenges that the Office is facing and assured the group that the Division is committed to working through them to continue providing the most responsive service to Industry possible. He also mentioned that the business process review is a continuing improvement process for not only the Office but the Division as a whole. In closing, Dennis sees the CTPAC meetings as highly beneficial to Caltrans in providing a forum for feedback from industry and its transportation partners.

Yin-Ping Li, Chief of the Caltrans Office of Permits, informed the group that Caltrans is changing the title of the Office of Truck Services to the Office of Permits. Additionally, the Permits Office will be renamed to the Transportation Permits Issuance Branch (TPIB) within the Office of Permits. She also stated that the STARS system had recently experienced some technical difficulties resulting in some delays to permit processing. However, she assured the group that the staff is working closely with IT to keep the servers up and running. In addition, she provided an update on the STARS Replacement Phase I (RCATS) and that Caltrans is currently conducting testing on the new system. She explained that the System will be webbased and is schedule to go online at the end of 2013. In the immediate future, she stated that Caltrans will be seeking participants from industry to test the system.

Action #2 – Eric S. will provide names of industry volunteers to Kien Le to perform system testing on RCATS in July or possibly later.

Rick Hill, CTA, noted that the closure notices on the Route Clearing Database (RCD) are confusing and asked if that can be addressed as part of the system replacement. Caltrans stated that it can address these types of issues as the testing phase progresses. In the mean time, Caltrans is willing to review any specific examples of concern.

Action #3 – Rick Hill will provide specific examples of confusing closure notices to Kien L. for review.

Yin-Ping L. provided additional information on the STARS Replacement Project including Phase II that will work to replace the rest of the system. In addition, she provided an update on the Business Process Reengineering (BPR). She stated that Caltrans is looking to roll out the new system on a modular basis and that the complete workplan is in development.

Action #4 – Yin-Ping L. will share the recommendations from the BPR with industry when they are available.

Lastly, Yin-Ping L. introduced Hani Romani, Caltrans, as one of the new managers in the TIPB. The TPIB is working to fill the other vacant positions to be able to gear up for the summer workload.

Issues from members of the CTPAC as follow up to Caltrans Update

Industry expressed concern that the turnaround time for permits is very high and it is impacting their operations. Tennille Haberman, Caltrans, stated that they are slowly getting the issue under control. Specifically, they have restructured staffing and work assignments to allow cross training of staff in order to provide additional backup when needed. In addition, they are asking the construction liaisons to provide assistance with some permit writing duties. They are also actively working on backfilling several of the 9 vacancies. Lastly, the state employee furloughs will be ending on June 30th which will help with the staffing issues. Industry is willing to address any issues that are coming from their end and offered to work with Caltrans to find ways to streamline the permit issuance process.

Item #4 – Charter Review and Upshot Status

Eric S. reported that they are still awaiting federal legislative language being promulgated on the East Coast that would allow the use of mobile devices to show permits to law enforcement. The hope is that California would avoid reinventing the wheel and not duplicate the efforts done on the East Coast. Eric S. also stated that other states are waiting to see how California addresses the issue before taking action. The question was also raised as to how California statutes would view the legality of the permit in electronic form.

Action #5 – Eric S. will follow up on the federal legislative language and report back at the next CTPAC meeting.

Action #6 – Kien L. will research State statutes to determine if the electronic version of the permit would be considered a legal document.

Item #5 – Crane Workgroup

The workgroup reported that the Load Transfer for Close-Coupled Cranes Policy was approved and issued last week by Caltrans.

Action #6 – Greg Dineen will forward information to Caltrans on tire specifications regarding weight capacity within the next two weeks.

Item #6 – Annuals Workgroup

Greg D. reported that he is continuing to work with a transponder company regarding tracking and reporting requirements for 7, 8 and 9 Axle Annual Permits.

Action #7 – Greg Dineen will forward information to the Steering Committee within the next two weeks.

Tennille H. stated that Caltrans will be posting route segment relinquishments on its website by Friday, June 14, 2013 and the Office of Permits is also working on posting route reclassifications in the near future.

Kien L. stated that Caltrans is reviewing the Pilot Car maps for updating and will need to vet the updates with the Districts. Due to the RCATS testing taking a higher priority at this time, Caltrans anticipates updating these maps in approximately 12 months.

Item #7 – Tridem Workgroup

Action #8 - All issues have been addressed and this item should be removed from future meetings.

Item #8 – Variance Workgroup

Action #9 - All issues have been addressed and this item should be removed from future meetings.

Item #9 – Fixed Loads & Tow Trucks Workgroup

Industry expressed concern that new regulations from the California Air Resources Board will cause a large increase in new equipment purchases and in turn require Industry to apply for new annual permits. Industry predicts that this increase will ramp up and peak within the next 6 months. Industry's concern is that even though the vehicle inspection is timely, the potential delays in processing the Annual Permit in the TPIB due to staffing issues will cause the new equipment to sit idle. Caltrans stated that the goal for the Annual Permit turnaround time is 14 days and that with the aforementioned staffing challenges they will work diligently to meet this goal. In the mean time, Caltrans offered a single trip permit as an alternative short term solution.

Industry stated that the tow truck industry has been impacted recently by some revised weight ratings during reinspection of used equipment and will address this with Caltrans at a future date.

Item #10 – Status of Development of Transportation Permit Manual

Caltrans reported that they have been working through the updates to various chapters. Specifically, Chapters 2, 4, 6, 7 and 8 have been completed and Chapters 1 and 3 have been revised and are awaiting circulation to Industry for review and comment. In addition, Caltrans reminded the group that any changes to policy will need to be dealt with separately. However, if the requested changes go through the review process and are approved prior to reproduction they will be incorporated in the revised manual.

Action #10 - Bob Shepard requested to be removed from the Transportation Permits Manual Committee.

Item #11 – New Business and New Proposals

Industry presented a CTPAC – SC Proposal entitled New Generation Wide Base Single (NGWBS) Tire-Fitted Axle Minimum Width to the Steering Committee for consideration. This item seeks to update the Transportation Permit Manual, specifically Chapter 1, General Provisions, Section 106.41 (13th bullet). The item was reviewed and vetted in the work group and should replace Policy Number 080708-003 in the CTPAC Proposal Status. The recommendation to the Steering Committee was for the item to be conceptually approved and for Caltrans (Kien L.) and CTPAC (Stan Lew) to meet in early July to refine the language to an agreeable state.

Greg D. motioned and Eric S. seconded and it was approved by a majority.

Action #11 - Caltrans (Kien L.) and CTPAC (Stan Lew) to meet in early July to refine the language for the proposal into an agreeable state.

Sgt. Boyes of the CHP Northern Division raised concerns regarding the routing of variance loads over smaller rural state highways, specifically State Route (SR) 299, SR-101 and SR-36. He questioned the safety of hauling large loads when traversing these routes without a CHP escort. According to Sgt. Boyes, in rerouting loads from SR 299 to SR36, Caltrans is moving these loads from a bad situation to a worse situation as SR36 is even narrower and more winding than SR299. He requested Caltrans to consider if these routes could be reclassified as limited/temporary red routes. Industry stated that there are considerable costs and delays in having CHP escorts. Caltrans stated that several route segments in the area have been upgraded and, while the projects are still several years out, other route segments have been identified for upgrading. CHP asked what other solutions might exist from Industry beyond what has been suggested by Caltrans and CHP management. Eric S. proposed creating a committee comprised of Bob Weyers, Lorin Sabin, Greg Dineen, Curt Weeks, Bill Boyes, Eric Sauer, Rob Sanchez and Caltrans representatives from Districts' 1 and 2, to address the issue.

Action #12 - Kien L. to provide names of Caltrans Headquarters and District representatives for the new workgroup to Eric S.

Action #13 – Eric S. to establish committee to address the issue of oversize loads on smaller rural state highways in the northern part of the state.

Item #12 – Review Action Items and Next Meeting

Action items were reviewed and clarified. Dennis Agar was invited to all future meetings and Yin-Ping L. will coordinate. The next meeting is tentatively scheduled for Thursday, September 12, 2013 in Fontana, California. Kien Le will provide confirmation and additional information on the meeting location, date and times.

Action #14 – Yin-Ping L. to invite Dennis Agar to all future CTPAC meetings.

Action #15 – Kien L. to provide date, time and location of next CTPAC meeting.