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IOWA'S
FISCAL YEAR 1992
STATE ENFORCEMENT PLAN

FOR CONTINUATION
IN THE
FEDERAL HIGHWAY ADMINISTRATION
MOTOR CARRIER SAFETY
ASSISTANCE PROGRAM
(PUBLIC LAW 97-424)

PREPARED BY
IOWA DEPARTMENT OF TRANSPORTATION
OFFICE OF MOTOR VEHICLE ENFORCEMENT

JUNE, 1991



Iowa Department of Transportation

5268 N.W. Second Avenue Des Moines, Iowa 50313 515-237-3202

August 1, 1991

Mr. William Herster
Regional Director
Office of Motor Carriers
Federal Highway Administration
6301 Rockhill Road
P.O. Box 19715
Kansas City, Missouri 64141

Dear Mr. Herster:

I have attached Iowa's grant application and State Enforcement Plan to participate in the 1992 Motor Carrier Safety Assistance Program.

During Fiscal Year 1992, our efforts will be directed toward:

1. Continuing Iowa's driver/vehicle inspection program, including combined checks with bordering states.
2. Continuing a quarterly random sampling of inspections to obtain a representative overview of driver/vehicle compliance by the motor carrier industry.
3. Continuing enhancement of the SAFETYNET motor carrier nationwide data system.
4. Reviewing intrastate carrier driver files to ensure compliance with controlled substance pre-employment testing requirements.
5. Performing inspection verifications and surveillance to assure out-of-service vehicle defects are repaired.
6. Conducting interstate safety reviews.
7. Obtaining training for driver/vehicle and hazardous materials inspections.

Sincerely,

Shirley E. Andre, Director
Motor Vehicle Division

SEA:VB:njh
Attachment

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MCSAP STATE CONTACT

NAME: MCSAP Manager, Valerie Hunter

ADDRESS: Motor Vehicle Enforcement, Iowa DOT
5268 N.W. Second Avenue
Des Moines, Iowa 50313

TELEPHONE: 515-237-3218

EXHIBIT I
STATE CERTIFICATION

I, Shirley E. Andre, Director, Motor Vehicle Division, Iowa Department of Transportation, on behalf of the State of Iowa, as requested by the Federal Highway Administrator as a condition of approval of a grant under the authority of Sec. 402 of the Surface Transportation Assistance Act of 1982 (P.L. 97-424), do hereby certify as follows:

1. The State has adopted commercial carrier and highway hazardous materials safety rules and regulations, which are substantially similar to and consistent with the Federal Motor Carrier Safety Regulations and the Federal Hazardous Materials Regulations. (A copy of the existing or proposed state rules and regulations to be attached in the first year of the program.)

2. The State has designated the Iowa Department of Transportation as the lead agency to administer the enforcement plan for which the grant is being awarded, and the Motor Vehicle Enforcement Office to perform functions under the plan. These agencies have the legal authority, resources and qualified personnel necessary for the enforcement of the State's commercial motor carrier and highway hazardous materials safety rules and regulations.

3. The State will devote such of its own funds as may be necessary to provide its matching share to the Federal assistance provided in the grant to administer the plan it is herewith submitting, and to enforce the State's commercial motor carrier safety rules and regulations in a manner to be consistent with the approved plan.

4. The laws of the State provide the State's enforcement officers right of entry and inspection sufficient to carry out the purposes of the enforcement plan as approved. (A copy of the applicable State law to be attached in the first year of the program.)

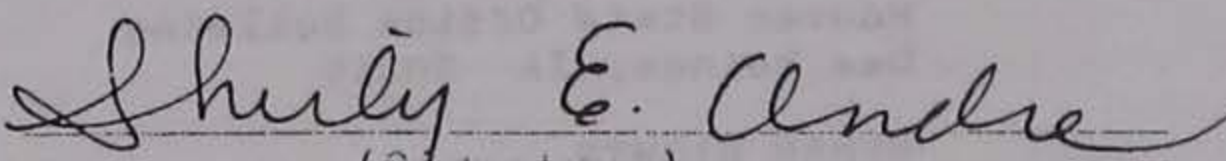
5. The State shall require that all reports relating to the program be submitted to the appropriate State agency or agencies, and such reports will be made available to the Federal Highway Administration upon request.

6. The State will adopt such uniform reporting requirements and use such uniform forms for record keeping, inspection, and other enforcement activities as may be established by the Federal Highway Administration.

7. The State has in effect a requirement that registrants of commercial motor vehicles declare knowledge of the applicable Federal or State commercial motor carrier safety rules and regulations (a copy of the State form used for such purposes to be attached in the first year of the program).

8. The State will maintain the level of its expenditures for motor carrier safety programs, exclusive of Federal assistance, at least at the level of its expenditures for these purposes during the last two full fiscal years immediately prior to January 6, 1983.

Date: August 1, 1991
Location: Des Moines, Iowa


(Signature)

AGRICULTURE AND LAND STEWARDSHIP
Wallace State Office Building
Des Moines, IA 50319

ATTORNEY GENERAL
Hoover State Office Building
Des Moines, IA 50319

BLIND
4TH AND Keo
Des Moines, IA 50309

CAMPAIGN FINANCE DISCLOSURE
Colony Building
507 10th Street
Des Moines, IA 50309

CIVIL RIGHTS COMMISSION
211 E. Maple
Des Moines, IA 50319

COLLEGE AID COMMISSION
Jewett Building
914 Grand Avenue
Des Moines, IA 50309

COMMERCE
Lucas State Office Building
Des Moines, IA 50319

CORRECTIONS
523 E. 12th
Capitol Annex
Des Moines, IA 50319

CULTURAL AFFAIRS
Historical Building
Des Moines, IA 50319

ECONOMIC DEVELOPMENT
200 E. Grand
Des Moines, IA 50309

EDUCATION
Grimes State Office Building
Des Moines, IA 50319

ELDER AFFAIRS
Jewett Building
914 Grand Avenue
Des Moines, IA 50309

EMPLOYMENT SERVICES
1000 E. Grand
Des Moines, IA 50319

FAIR AUTHORITY
State Capitol
Des Moines, IA 50319

GENERAL SERVICES
Hoover State Office Building
Des Moines, IA 50319

HUMAN RIGHTS
Lucas State Office Building
Des Moines, IA 50319

HUMAN SERVICES
Hoover State Office Building
Des Moines, IA 50319

INSPECTIONS & APPEALS
Lucas State Office Building
Des Moines, IA 50319

LAW ENFORCEMENT (Camp Dodge)
P.O. Box 130
Johnston, IA 50131

LT. GOVERNOR
Capitol Building
Des Moines, IA 50319

MANAGEMENT
Capitol Building
Des Moines, IA 50319

NATURAL RESOURCES
Wallace State Office Building
Des Moines, IA 50319

PAROLE BOARD
523 E. 12th
Des Moines, IA 50319

PERSONNEL
Grimes State Office Building
Des Moines, IA 50319

PUBLIC EMPLOYMENT RELATIONS
BOARD
507 10th Street
Des Moines, IA 50309

PUBLIC DEFENSE
Camp Dodge
Johnston, IA 50131

PUBLIC HEALTH
Lucas State Office Building
Des Moines, IA 50319

PUBLIC SAFETY
Wallace State Office Building
Des Moines, IA 50319

REGENTS
Old Historical Building
Des Moines, IA 50319

REVENUE & FINANCE
Hoover State Office Building
Des Moines, IA 50319

SECRETARY OF STATE
Capitol Building
Des Moines, IA 50319

TRANSPORTATION
800 Lincoln Way
Ames, IA 50010

TREASURER
Capitol Building
Des Moines, IA 50319

STATUTORY AUTHORITY

During the first quarter of Fiscal Year 1991, Iowa developed proposed legislation to narrow the scope of an exemption in Paragraph 3, Section 321.449, Iowa Code.

The proposed legislation (Attachment A) was submitted to the Office of Motor Carriers, Federal Highway Administration, for review and concurrence that submission and passage of the legislation would bring the 100-mile intrastate radius exemption into compliance with the Federal Tolerance Guidelines.

We were notified on December 24, 1990, that the proposed legislation would not bring Iowa's intrastate 100-mile radius into compliance and therefore withdrew the legislation from consideration.

During Federal Fiscal Year 1992, we will discuss the exemption issue with various legislators to determine the level of support available to propose legislation to eliminate Paragraph 3.

Iowa also applied for an industry exemption from an Iowa intrastate law created by Senate File 2070, Paragraph 2, Iowa Code Section 321.449. The exemption reads, "Rules adopted under this section concerning driver qualifications, hours of service, and record keeping requirements do not apply to the operators of public utility trucks, trucks hauling gravel, construction trucks and equipment, trucks moving implements of husbandry, and special trucks, other than a truck tractor, operating intrastate. Trucks for hire on construction projects are not exempt from this section." To date, we have received no information concerning the exemption application.

Administrative rulemaking procedures were initiated to adopt Title 49, Code of Federal Regulations (1990 edition), Parts 390-399, 107, 171-173, 177-178 and 180. Administrative Rule 761 -- Chapter 520, will be effective on August 27, 1991.

THREE QUARTERS COMBINED
MCSAP QUARTERLY REPORT

STATE Iowa

Months of October, 1990 through June, 1991

VIOLATIONS BY TYPE:

	<i>Trucks</i> Total No./No.OOS Viol.	<i>Bus</i> Total No./No.OOS Viol.
DRIVER		
Medical Certificate	2028 / 0	0 / 0
Hours-of-Service	4727 / 1716	0 / 0
All Other Driver Violations	2119 / 540	0 / 0
VEHICLE		
Brake Adjustment	6476 / 3664	0 / 0
Brakes, All Others	8207 / 3119	1 / 0
Coupling Devices	314 / 100	0 / 0
Fuel System	490 / 98	0 / 0
Frames	442 / 113	0 / 0
Lighting	12301 / 2636	1 / 0
Steering Mechanism	252 / 70	1 / 0
Suspension	1082 / 432	0 / 0
Tires	4249 / 915	0 / 0
Wheels, Studs, Clamps, etc.	843 / 259	1 / 1
All Other Vehicle Defects	10664 / 882	0 / 0
HAZARDOUS MATERIALS		
Shipping paper	106 / 54	
Improper placarding	171 / 60	
Accepting shipment improperly marked, labeled or described	1 / 0	
Improper blocking & bracing	10 / 5	
No retest & inspection (cargo tank)	13 / 0	
No remote shutoff control	0 / 0	
Use of nonspec container	2 / 2	
All other H/M violations	61 / 27	

ATTACHMENT 1

Narrative:

Regulatory, legislative, administrative changes during the first three quarters:

Iowa adopted the revised October 1, 1989, Title 49 Code of Federal Regulations, Parts 390-399, 107, 171-173, 177-178, and 180.

Motor Vehicle Enforcement management met with an industry advisory committee to discuss proposed changes to the Federal Motor Carrier Safety and Hazardous Materials Regulations. Iowa began administrative rulemaking procedures to adopt the 1990 Title 49, Code of Federal Regulations, Parts 390-399, 107, 171-173, 177-178, and 180. The rules will become final August 28, 1991.

Program highlights, milestones, training completed, difficulties during the first three quarters:

Motor Vehicle Enforcement staff attended the Annual Commercial Vehicle Safety Alliance meeting on October 8-11, 1990. The status of implementing the AEG Olympia Forms Reader remains the same. Data processing is developing the necessary program changes for the mainframe.

Iowa conducted a North American Standard Inspection Course on February 4-8, 1991. Sixteen Motor Vehicle Enforcement officers attended the class. A representative from the Office of Motor Carriers conducted a one-day training session for Iowa officers who will be performing pre-employment drug audits on intrastate motor carriers.

Two one-day Drug Interdiction Classes were conducted, resulting in 48 Motor Vehicle Enforcement officers, 57 State Patrol troopers, 7 narcotics agents, and 9 FHWA persons being trained.

On April 16, 18, 23, and 25, in-service training was provided to 76 officers on inspection form completion and how to determine if the carrier (for inspection purposes) was inter- or intrastate. Officers were advised that the determination shouldn't be made solely on that one day's load only but rather by the carrier's overall operation.

The MCSAP Manager attended a State Enforcement Plan Pre-Planning meeting in Kansas City to receive input on changes and requirements for the 1992 Plan.

Iowa participated in the International Road Check on May 14-16, which resulted in 660 inspections being performed, with 38 drivers and 198 vehicles being placed out of service.

EXHIBIT II

STATE ENFORCEMENT PLAN - F.Y. 1992

1. Status of Operation of Commercial Motor Carriers in Iowa:

a. Number, frequency (rate), and severity of commercial vehicle accidents:

	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>
Number of commercial vehicle accidents	3,918	3,948	3,977	Not avail.
**Commercial vehicle accident rate: (Per million miles)	1.54	1.46	1.47	Not avail.
Fatal accidents	78	80	67	Not avail.
Injury accidents	1,024	1,026	996	Not avail.
***Property damage	\$74.3 Million	\$79.0 Million	\$78.1 Million	Not avail.

*Preliminary data.

**Commercial vehicle includes:

Straight trucks weighing 10,000 lbs. or more; truck tractors; and truck tractors with semitrailers.

***Property damage includes a total value loss to society of \$435,000 per fatality, and \$15,000 per injury. This data is available through Iowa's ALAS accident data files.

A. Personnel

Our estimated staff for FY 1992 including titles, average salaries, and percentages of time to be spent in MCSAP are shown on the following page:

B. Facilities Used

Iowa will utilize permanent scale location sites for safety inspections. Also used on an occasional basis are maintenance garage facilities, as well as areas where the vehicle could be removed from the traveled way for optimum safety.

Iowa has 37 weigh scales located across the state. Twenty of the scale facilities are located on the primary road systems and 17 scales are located on the interstate system. (See Attachment B.)

Iowa also has 4 inspection facilities with weigh pads located in Brandon, Early, and Denison.

C. Equipment Utilized

All enforcement officers have vehicles equipped with communications equipment. Radio units provide enforcement officers with three sources of telecommunications. They may communicate with other DOT enforcement officers through their own Motor Vehicle Enforcement frequency; they may communicate with the Iowa State Patrol on the Department of Public Safety Base communication system; or they may communicate with all state, city and county officials on the Law Enforcement Assistance (LEA) frequency. LEA's transmissions can be broadcasted on repeater stations located throughout the state.

D. Number of Vehicles Inspected

Below is a list of the year and number of driver/vehicle inspections completed.

<u>Year</u>	<u>Number of Inspections</u>				<u>Total</u>
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Level 4</u>	
*1981	17,824				17,824
*1982	14,214				14,214
1983	15,243				15,243
1984	13,827				13,827
1985	17,883				17,883
1986	17,723				17,723
1987	21,323				21,323
**1988	20,660	6,797	1,250	0	28,707
1989	19,446	7,574	4,370	0	31,390
1990	19,495	9,357	8,273	0	37,125
1991	19,000	12,000	2,000	0	33,000 (estimate)

*Indicates base year.

**Began recording data by inspection levels.

F. Maintenance of Effort -- \$148,500

3. Problem Identification

Commercial Vehicle Inspections

During the first three quarters of Fiscal Year 1991, the number of equipment and driver violations increased slightly in comparison to total inspections completed during the same period of time in the previous year. A comparison of the inspections completed during the first three quarters of Federal Fiscal Year 1990 and 1991 shows:

	<u>F.Y. 90</u>	<u>F.Y. 91</u>
Inspections completed, Level 1, 2 & 3	28,979	26,386
Vehicle violations found	42,544	45,688
Driver violations found	9,974	8,874
Vehicles placed out of service	7,620	7,813
Drivers placed out of service	1,902	2,084

The main emphasis of Iowa's participation in the Motor Carrier Safety Assistance Program during Fiscal Year 1992 will be to continue to identify defective equipment, driver deficiencies, and unsafe motor carrier practices. In order to do so, Iowa must continue and improve its statewide inspection program of enforcing uniform motor carrier safety and hazardous materials regulations for both inter and intra-state motor carriers.

As Iowa's enforcement program consists of over 50% patrol and scale bypass operations, and as driver fatigue is considered a major cause of many commercial vehicle accidents, we propose to do three levels of inspection. Level 1 (full inspections) will be completed unless the inspection site is inadequate or inclement weather exists. Included in a level 1 inspection are items 1-20 listed below. A level 2 inspection (driver/vehicle walk-around) will be completed when an officer is unable to crawl under the vehicle safely. Included in a level 2 inspection are items 1-19. A level 3 inspection (driver-only) will be completed when an enforcement officer is inspecting only driver requirements. A level 3 inspection will include items 1-5.

Of all bus accidents reported during the three year period, bus vehicle defects found are shown below:

<u>Defect</u>	<u>1987</u>	<u>1988</u>	<u>1989</u>
Brakes	2	5	0
Tires	1	0	1
Lights	1	0	0
Other	2	2	2

During the last two Federal Fiscal Years, Iowa has conducted five Level 1 and 2 bus inspections. Results from the inspections show that one bus was placed out of service for a cracked wheel. The out-of-service vehicle also had a defective headlight, brake hose and clearance lamp. Another vehicle had a steering lash problem. One driver out of the five drivers inspected failed to have a medical card and to maintain a logbook.

Iowa is concerned about public safety involving bus transportation. We are also concerned about delays and personal safety of passengers. We have determined however that the greater emphasis of our motor carrier safety activities should be placed on commercial motor vehicles other than buses partly due to accident data that indicates a low involvement on the part of buses.

During Federal Fiscal Year 1992, we will continue to perform bus inspections resulting from complaints received, as well as when possible at scale facilities when passenger involvement can be reduced to a minimum.

Reinspection

During Federal Fiscal Year 1992, Iowa will reinspect 792 vehicles that were placed out of service. This is approximately 10 percent of the 7,928 Level 1 out-of-service vehicles found during Fiscal Year 1990.

The purpose of the inspection repair verification (reinspection) program is to reduce the safety risk associated with the continued operation of vehicles placed out-of-service and to insure that defects are properly repaired.

The reinspection process will be conducted on out-of-service violation items by the officer who performed the original inspection. The officer will note on the inspection form that a reinspection occurred, identifying repairs that were made.

Costs for the reinspection program are show below:

792 reinspections @ 10 minutes each = 7,920 minutes divided by 60 minutes = 132 hours x \$20.01/hr. = \$2,641.32.

On the second Thursday of the second month of each quarter, six enforcement officers will be scheduled at the Interstate 35, Story scales (three officers located northbound, and three officers located southbound). Whenever possible, the same officers will be performing the random inspections. The inspections will be conducted between 8:00 a.m. and 4:00 p.m. The officers will perform level 1 inspections on every third vehicle. One officer will be scheduled at each facility to randomly select inspection vehicles for the officers and monitor/record traffic volumes, including the number of placarded vehicles passing through the scale that day. If weather conditions do not permit the inspections to be completed on the specified day, the next Thursday of the following week will be used.

The dates of the random checks will be:

November 7, 1991	February 13, 1992
May 14, 1992	August 13, 1992.

Concentrated Cargo Tank Checks

Each District will conduct at least one concentrated cargo tank check to enhance our hazardous materials inspection program. The checks will occur in the Cedar Rapids, Des Moines, Council Bluffs and Sioux City areas. We request the Federal Office of Motor Carriers participation in these checks to provide our officers with technical cargo tank expertise.

Controlled Substance Testing Compliance

Iowa began auditing pre-employment drug testing during Federal Fiscal Year 1991. During FY 92, we will continue with a special program to review intrastate carriers for compliance with Title 49, Code of Federal Regulations, Part 391.87(f). We intend on randomly selecting 26 intrastate carriers from our Iowa for-hire intrastate carriers listing to conduct a pre-employment drug testing audit. Driver files that are not in compliance will be reviewed with a company representative. Our officer will ask the representative sign the audit form. A citation may be issued to the company for the scheduled violation.

We anticipate the 26 audits will take approximately six hours each, of which two hours will consist of travel time. Results from this activity will be indicated on the MCSAP Quarterly Reports. Costs for the audits are shown below:

Staff Hours--156 hours @ \$20.31	= \$3,168.36
(2 hours travel, 4 hours audit for 26 carriers)	
Meals--26 days @ \$7.75 (breakfast/lunch)	= 201.50
	<u>\$3,369.86</u>

<u>Quantity</u>	<u>Job Title</u>	<u>Description</u>	<u>Hourly Salary</u>
48	Communications Specialist II	Runs CDL check through NLETS	\$16.28
6	Communications Center Manager	Coordinate CDL effort, compile statistics	\$24.10
1	Deputy Director	Oversees the entire CDL communications operation	\$31.40

To simplify billing procedures, the Communications Division will bill MCSAP for each 50-state inquiry. The total cost per inquiry will be \$4.92 (including a \$.98 per inquiry soft match). The process used to determine this cost is shown below:

Average communications specialist salary = \$16.28 per hour;
 \$16.28 divided by 60 minutes = \$.270 per minute X 11 minutes
 per inquiry = \$2.97.

Estimated number of CDL requests: 3,300
 (Dept. of Public Safety, 300; MV Enforcement 3,000)

3,300 X \$2.97	= \$ 9,801.00
Communications Manager's salary 20 hrs. @ \$24.10 ea.	= 2,892.00
Deputy Director's salary 10 hours @ \$31.40	= 314.00
	<u>\$13,007.00</u>

Dividing \$13,007.00 by 3,300 = \$3.94 + \$.98 soft match = \$4.92 per check. The total CDL Fiscal Year 1992 funding will be \$16,236.00 (\$4.92 X 3,300).

The Communications Division will provide billings for the CDL checks monthly with detailed information including the number of checks and driver names. The information is readily available from the log currently being maintained by the Communications Division. The logs will be available for audit purposes for three calendar years.

The Communications Division elects to use the 80% to 20% soft match system for vouchering purposes. Attachment C specifies the Communication Division's 20% soft match itemization.

SAFETYNET

Forms Reader

In June, 1989, Iowa purchased a Polyfont Forms Reader Automatic Data Entry Machine to scan and record inspection data from our Motor Vehicle Enforcement Inspection Forms. Iowa performs 33,000 commercial vehicle inspections per year.

We will request programming assistance to write a download program from the Driver Services accident file which will contain the required SAFETYNET accident elements. The program will give Motor Vehicle Enforcement the capability to upload accident data into the Washington, D.C. Motor Carrier Management Information System (MCMIS).

Iowa has not yet performed safety reviews. We will install the safety review program after we begin conducting safety reviews.

4. Problem Solution

Mission Statement

The mission of this program is to promote compliance with national uniform safety standards for all types of commercial motor carriers and to provide a basis for improving carriers with poor safety performance.

Objective

The objective in implementing the Iowa State Enforcement Plan is to reduce the number and severity of accidents and hazardous materials incidents involving commercial vehicles by increasing the detection and correction of safety defects, driver deficiencies and unsafe motor carrier practices.

In order to meet this goal, short- and long-range goals have been established by Iowa.

Short-range goals include:

1. To continue a three-level inspection program.
2. To conduct quarterly random sampling inspections to obtain a representative overview of driver/vehicle compliance by the motor carrier industry.
3. To perform inspection verifications and surveillance to assure out-of-service vehicle defects are repaired before a driver and vehicle continue down the road.
4. To conduct interstate carrier safety reviews.
5. To provide training for enforcement personnel on current commercial motor vehicle and hazardous materials inspection procedures.

Third quarter -- 250
 Fourth quarter-- 250

(Iowa performs inspections on a 24-hour schedule.)

- d. Projected hours devoted to inspection training: (3,730 hours)

(Includes 688 hours of pre-course work, travel and homework)

- e. Projected hours devoted to data entry of inspections/citations, notation of returns, and filing. (6,560 hours)

MCSAP BUDGET
 (INCLUDING MAINTENANCE OF EFFORT COST)
 FISCAL YEAR 1992

AGENCY: Iowa DOT

1. PERSONNEL

EMPLOYEE TITLE	NUMBER OF EMPLOY	PERCENTAGE OF TIME DEDICATED TO MCSAP	SALARY/HOUR	EMPLOYEE FRINGE BENEFITS	TOTAL HOURS	TOTAL DOLLARS
MVE Officer-Insp.	85	23.0022%	\$16.87	3.14	22,666	\$453,546.66
MVE Officer-SR	8	04.9469	17.11	3.20	560	11,373.60
MVE Officer-Drug	8	01.3780	17.11	3.20	156	3,168.36
MVE Officer-Rein.	85	00.1097	16.87	3.14	132	2,641.32
MVE Officer-Surv.	85	00.3325	16.87	3.14	(OT)400	12,004.00
MVE Commander	4	*14.6996	24.81	4.19	832	24,128.00
MVE Captain	8	*18.3745	23.02	4.02	2,080	56,243.20
Office Dir.	1	*09.8939	31.41	4.86	140	5,077.80
Assist. Dir.	1	11.4487	27.27	4.44	162	5,137.02
Division Dir.	1	06.3604	39.70	5.70	90	4,086.00
MCSAP Manager	1	100.0000	19.08	3.12	1,415	31,413.00
Haz. Mat. Spec.	1	100.0000	23.02	4.02	1,415	38,261.60
Training Officer	1	18.3745	23.02	4.02	260	7,030.40
Clerical-Data	8	57.9505	11.51	2.18	6,560	89,806.40
Accounting Tech.	1	14.2756	15.03	3.21	202	3,684.48
Data Proc. Support	1	19.0812	22.14	3.82	270	7,009.20

TOTAL PERSONNEL

\$754,611.04

*As a result of a concerted effort to ensure quality inspections are being conducted, we have increased the percentage of time designated to MCSAP.

Percentage of time based on 1,415 hours of productivity per person.

4 commanders x 22 hours	4	22	\$ 2,552.00
1 director x 22 hours	1	22	797.94
1 assistant director x 22 hours	1	22	697.62
			<u> </u>
			x 23%
			\$ 11,804.82

Sub-Total Inspection Training \$186,978.61

Safety Reviews

Safety Review Compliance and Enforcement			
8 officers x 80 hours training	8	80	\$ 12,998.40
8 officers x 16 hours travel at overtime	8	16	3,900.16
			<u> </u>
			\$ 16,898.56

Safety Review On-The-Job Training			
8 officers x 80 hours	8	80	\$ 12,998.40

Sub-Total Safety Review Training \$ 29,896.96

TOTAL TRAINING \$216,875.57

3. COMMERCIAL DRIVER LICENSE CHECKS \$ 16,236.00

4. TRAVEL AND PER DIEM EXPENSE
 (Includes travel, meals, motel, classrooms, instructor fees, etc., expenses for inspection activities, concentrated checks, carrier compliance reviews, training programs, conferences and memberships.)

Training

During FY 1992, we will utilize the Iowa Military Academy (IMA) for training lodging and meeting rooms.

Inspections

Basic Academy

Academy fee of \$1,350 per person includes lodging and school supplies x 10 persons =	\$ 13,500.00
Ammunition--\$16.00 x 10 persons	160.00
Meals--\$370.50 (10 weeks) x 10 persons	3,705.00
	<u> </u>
	\$ 17,365.00
	x 23%
	\$ 3,993.95

North American Standard Inspection Course

IMA lodging--10 officers x 5 nights = 50 nights x \$10.00/night =	\$ 500.00
Meals--10 persons x \$51.00 (includes a Sunday Supper @ \$8.75 and 5 days @ \$42.25/academy)	510.00
	<u> </u>
	\$ 1,010.00

8 Captains, 1 MCSAP Manager		
4 Commanders= 13 persons x 10 nights =		
130 nights x \$32/night		\$ 4,160.00
Meals--130 days x \$16.50/day		<u>2,145.00</u>
		\$ 6,305.00

Random Sampling Checks (Four Checks Scheduled)

Motel--8 officers x 1 night		
= 8 nights x \$32/night	\$256.00	
Meals--16 days x \$16.50/day	<u>264.00</u>	
	\$520.00 x 4 Checks	\$ 2,080.00

Controlled Substance Audits--26 days X		
\$7.75 (breakfast/lunch) =		\$ 201.50

Inspection Vehicle Mileage Reimbursement	=	\$ 70,000.00
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Sub-Total Inspections Per Diem		<u>\$119,811.50</u>
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Safety Reviews

Safety Reviews--70 days x \$16.50		
(breakfast/lunch/dinner)		\$ 1,155.00

Safety Review Mileage Reimbursement		\$ <u>500.00</u>
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Sub-Total Safety Reviews Per Diem		\$ 1,655.00
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Conferences

Dues--Commercial Vehicle Safety Alliance	=	\$ 2,000.00
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CVSA Fall Conference

Motel--3 persons x 5 nights = 15 nights		
x \$100/night	=	\$ 1,500.00
Meals--3 x 6 days = 18 days x \$30/day	=	540.00
Registration--3 x \$225	=	675.00
Air fare--3 x \$700	=	2,100.00
Ground transportation--3 x \$50	=	<u>150.00</u>
		\$ 4,965.00

CVSA Committee Meetings/Workshops

Motel--2 persons x 5 nights =10 nights		
@ \$100	=	\$ 1,000.00
Meals--2 x 5 days = 10 days x \$30/day	=	300.00
Air fare--2 persons x \$700	=	1,400.00
Registration fees--2 @ \$225	=	450.00
Ground transportation--2 x \$50	=	<u>100.00</u>
		\$ 3,250.00

5. EQUIPMENT

EXPENDABLE

Uniform expense:

Winter coveralls for 85
officers at \$33.00 each = \$ 2,805.00
(Item listed used during inspection
procedures)

Sub-Total Expendable Equipment \$ 2,805.00

OTHER EXPENDABLE EQUIPMENT:

Creepers--20 heavy-duty "Snap On Tool"
creepers @ \$65.00 each, to continue replacing
defective creepers of 85 officers. = \$ 1,300.00

CFR 49, parts 100-177, 100 copies
@ \$21.00 each = 2,100.00

CFR 49, parts 178-199, 100 copies
@ \$20.00 each = 2,000.00

CFR 49, parts 200-399, 100 copies
@ \$15.00 each = 1,500.00

CFR Update Service--6 sets @
\$266.00 each = 1,596.00

Telephone line fees--12 months
@ \$60/month = 720.00

Long distance fees--SNET transmission
to WDC--12 months @ \$75/month = 900.00

Postage--12 months @ \$600/month = 7,200.00

Inspection reports 50,000 each of 2 four-part
inspection forms @ \$290.00 per 1,000 forms =
100,000 x \$290.00/1,000 = 29,000.00

Printing of supplemental accident report
for all Iowa law enforcement agencies =
50,000 @ \$.10 each = 5,000.00

NON-EXPENDABLE:

Vehicles and vehicle-related expense:

A formula was established at the inception of the Iowa program to prorate enforcement vehicles operating costs eligible for MCSAP funding. The formula shown below is used for each officer charging time to MCSAP inspections:

$$\text{MCSAP - Eligible Vehicle Operating Costs} = \frac{\text{Total Vehicle Operating Costs}}{\text{MCSAP Hours}} \times \text{Total Working Hours}$$

The costs for vehicle mileage are included under "Travel and Per Diem Expense."

Remodeling Scales

Remodeling 6 scale facilities at the Avoca, Salix and Cedar Scales (removing office space within the scale facility to accommodate additional officers/drivers) @ \$6,125 each = \$36,750 x 23% MSCAP usage = \$ 8,452.50

~~Remodeling restrooms at 6 primary scales, including Ogden, Early, LeMars, Harlan, Afton and Glenwood to accommodate needs of both officers and drivers of both sexes. Estimated cost of \$20,000 each x 120,000 x 23% MCSAP usage = \$ 27,600.00~~

ADP Equipment and related ADP expense:

SAFETYNET software to accommodate programming changes from R Base to D Base, including DBASE IV, Ashton-Tate Software = \$ 500.00
 R & R Relational Report Writer = 200.00
 dQuery Software = 200.00
 \$ 900.00

Maintenance Contract for AEG Olympia Forms Reader (8.5% of \$63,000 purchase price per year) = \$ 5,355.00

TOTAL NON-EXPENDABLE: \$14,707.50 \$ ~~42,307.50~~

TOTAL SALARY/SUPPORT/EQUIPMENT: \$1,263,493 \$1,291,093.00
 Minus - maintenance of effort - 148,500 -148,500.00
 Estimated participation cost \$ 1,114,993 \$1,142,593.00
 State participation (20%) 222,999 \$ 228,518.60
 Federal MCSAP Grant Request (80%) \$ 891,994 \$ 914,074.40

1 age.

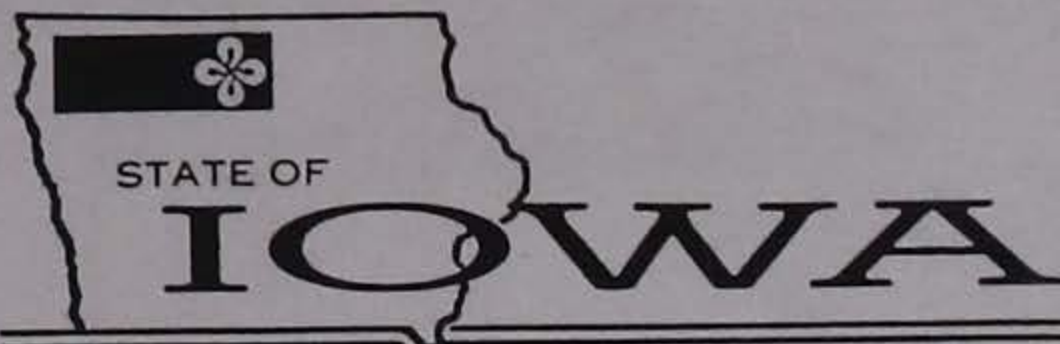
2 3. Notwithstanding other provisions of this section, rules
3 adopted under this section for a driver of a commercial
4 vehicle shall not apply to ~~a-driver-for-a-private-carrier, who~~
5 ~~is-not-for-hire-and-who-is-engaged-exclusively-in-intrastate~~
6 ~~commerce, when the driver's commercial vehicle is not operated~~
7 ~~more-than-one-hundred-miles-from-the-driver's-work-reporting~~
8 location retail dealers of feed and fertilizers, petroleum
9 products, or pesticides and their employees while delivering
10 feed and fertilizers, petroleum products, or pesticides to
11 farm customers within a one-hundred-mile radius of their
12 retail place of business.

13 4. Notwithstanding other provisions of this section, rules
14 adopted under this section concerning physical and medical
15 qualifications for drivers of commercial vehicles engaged in
16 intrastate commerce shall not be construed as disqualifying
17 any individual who was employed as a driver of commercial
18 vehicles engaged in intrastate commerce prior to January 1,
19 1988.

20 5. Notwithstanding other provisions of this section, rules
21 adopted under this section concerning physical and medical
22 qualifications for a driver shall not apply to a farmer or a
23 farmer's hired help when operating a vehicle owned by the
24 farmer while it is being used in connection with the
25 intrastate transportation of fertilizers and chemicals used in
26 the farmer's crop production.

27 6. Notwithstanding other provisions of this section, rules
28 adopted under this section concerning physical and medical
29 qualifications for a driver shall not apply to a farmer or a
30 farmer's hired help when operating a vehicle owned by the
31 farmer while it is being used in connection with the
32 intrastate transportation of agricultural commodities or feed.

33 7. Notwithstanding other provisions of this section, rules
34 adopted under this section shall not impose any requirements
35 which impose any restrictions upon a person operating an



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF PUBLIC SAFETY
PAUL H. WIECK II, COMMISSIONER

July 15, 1991

Ms. Valerie Hunter
5265 N.W. 2nd Avenue
Motor Vehicle Enforcement
L O C A L

Dear Ms. Hunter:

The following figures should cover the "soft match" funding involved in the MCSAP Program for federal fiscal year 1991.

1. Indirect costs of the IOWA System terminals used to access the nation data base, \$700.00 per month per terminal x 15 terminals for 12 months x 04% of the time used by the terminal for this program = \$5,040.00
 2. Indirect cost rate of 10.22% x direct wages, \$13,007.00 (see attached indirect cost rate sheet) x .1022 = \$1329.32
- Total Cost \$6,369.32

For billing purposes we will only soft match at a cost of \$.98 per CDL check as stated in the State Enforcement Plan.
(\$3.94 + \$.98 soft match = \$4.92.

Sincerely,

GARY LEE STEVENS,
Director

GLS:mcc
cc: Marion Wissler
Bob Heinsen

STATE LIBRARY OF IOWA



3 1723 02118 1532