

**New Mexico Statewide Traffic Records Coordinating Committee**  
**STRCC Meeting Notes for December 11, 2003**

**STREOC Members Present:**

Deputy Chief Eric Johnson, Santa Fe PD

**STRCC Members Present:**

Donna Hibner, DH Consulting for NM DOT  
Lydia Lioce, SFPD  
Viola Perea, Administrative Office of the Courts  
Sandra Martinez, NM DOT, Traffic Safety Bureau  
Robert DeVargas, NM DOT  
Ragha Mulakala, TRD/MVD  
Ray Rodgers, DPS, Motor Transportation Division  
Jim Davis, UNM/DGR  
Veronica L. Garcia, DPS/NMSP  
Ellen Barr, DPS/ITP  
Mike Archibeque, AOC/JID  
Maureen Rene, AOC/JID  
Mary DeGravelles, Rio Rancho DPS  
Barbara Chaterjee, DOH  
Jerry Simpson, DFA

**Others Present:**

Rocky Lira, Bency & Associates  
Patricia L. Rodriguez, NM DOT

**Via Phone:**

DASO  
Albuquerque PD

- I. Michael Archibeque, STRCC Chairperson opened the meeting.
- II. TraCS License Agreement Update
  - A. A meeting took place at the Office of the CIO with representatives from the NM DOT, TSB, and STRCC Chairperson where the following items were discussed.
    - i. Oversight of the NM Statewide Traffic Records System (STRS) and its first project, the TraCS Evaluation Pilot Project will remain with the STREOC.
    - ii. Bob Ashmore (NMDOT, CIO) will serve as a liaison between the STREOC and the Office of the CIO for reporting purposes.
    - iii. Sandra Martinez (TSB, Director of Traffic Records and Finance) is responsible for fiscal tracking and reporting.
    - iv. The technical Project Manager for the STRS/TraCS Pilot Project will report directly to the STRCC Chairperson, Michael Archibeque.

- B. Mike Archibeque will present the Project Reporting and Status Model to the STREOC for approval on December 15, 2003.

### III. Technical Project Manager (TPM) position (STRS/TraCS Pilot Project)

- A. The current DPS & TSB Project Agreement was not signed by all parties within the 45-day requirement and cannot be used.
- B. The STRCC recommended using contractual services in order to hire a TPM immediately.
- C. Because of the critical nature/need to have a TPM on board as soon as possible the following options were reviewed.
  - i. Discussion/meetings have taken place with representatives from Bency & Associates regarding project management services for the STRS/TraCS Pilot Project.
  - ii. Bency & Associates are on the State vendor list.
  - iii. Bency & Associates are currently negotiating a separate contract with DPS to upgrade their internal records management system.
- D. Contractual services costs/TPM costs
  - i. There is an approximate 50K cost savings as a result in the delay in finalization of the project agreement between DPS and the TSB for a STRS/TraCS Pilot Project TPM.
  - ii. Bency & Associates rate is 110.00 per hour. The total cost for 6months is \$122,000.00. The total rate for 3 months is \$61,000.00.
- E. Other related issues
  - i. Interviews are required for the TPM. The interview panel was previously determined to be made up of the following members:

### IV. Project Plan Workshop

- A. Mike Archibeque reviewed TraCS Pilot budget information with TraCS Pilot Agencies for Phases 1A through 1B.
  - i. Budget amounts are based on original Pilot Agency proposals.
  - ii. Costs on similar items vary because each agency may have quoted slightly different specifications or different pricing.
- B. The following numbers of officers participating in the TraCS Pilot by Agency were determined.
  - i. Santa Fe PD, 6 officers
  - ii. Rio Rancho DPS, 10 officers
  - iii. DPS/ MTD, 6
  - iv. APD, 12
  - v. DASO, 11
  - vi. DPS/State Police, 6