

Motorcycle Safety Education Commission Meeting Minutes

September 10, 2018 10:00am

KSP Academy Coffee Tree Rd. Frankfort, KY

Commission Members Present:

Steve Hanlon
Marshall Johnson
Matt Cole
Bob Heckel
Joe Altobellis
Glenda Hobbic

Justice Cabinet Representatives

Jay Huber
Stacy Woodrum
Brad Holajter
Elisabeth Dixon

Guests:

Bill Meister III, Randy Deere, Evan Shipper, Shane Richmond, Carlos Luna, Scot Williams, Josh Bentley

Open Session:

Previous Meeting Minutes reviewed. Motion to approve by Joe Altobellis seconded by Bob Heckle motion passed.

Website:

Demonstration was provided by Kentucky Interactive personnel Scot Williams and Carlos Luna of the basic website features of the proposed website. The site will use the framework of the Kentucky State Police website used for scheduling driver testing sessions at the various county locations across the state. Various functions of the website were discussed and how they are projected to work. Concerns were brought up by some of the site provider representatives about how the students and site providers would interact with the website. Concerns were addressed by Brad Holajter, Jay Huber, Steve Hanlon and Carlos Luna as to how the website is projected to work. Brad stated that the site's main purpose was for the benefit of the student and to help reduce the labor surrounding the data collection and processing as well as compliance with the various KRS related to the program. Once the website is further fleshed out then additional changes may be made to address user friendliness and other minor issues. Discussion was had about how students will move from the state website to the site provider sites potentially. One option discussed was that upon completion of the student registration the student would be directed to the site provider's site or in some way use an embed code to merge the sites.

Revised Site Provider Contracts:

Draft of the contract provision changes were passed out to the members and the proposed changes discussed. Changes included provisions to require use of the website, reimbursement payments and ability to limit payments based on funds available. The out of state rider and private training provisions discussed from the previous meeting were reviewed by the legal team. The legal opinion was that neither of those programs were allowed by way of the RFP and / or KRS. Discussion of the insurance provisions in the contract were raised by Joe Altobellis and if needed items were covered. It was general consensus after the discussion that the insurance requirements have been met.

Motion was made to accept by Bob Heckel, seconded by Glenda Hobbic. Motion Passed

Site Provider Contracts:

Copies of bullet points of the items to be included in the contracts were passed out for the commission members to review. Any further discussion was decided to take place in executive session. Motion to accept the provisions as laid out as a basis for the contracts was made by Bob Heckel, seconded by Joe Altobellis and passed.

New sites:

Tim Cody is in discussion with Morehead University about using their facilities which look promising. Details are yet to be worked out in full. Other discussions have been had with Elizabethtown KCTCS who has expressed an interest in offering the program. Their main concern at this time is the ability to get the bikes from the ECU program. Since they are interagency the bikes can be transferred directly from the Cabinet to the KCTCS schools without going through the surplus properties process. Also the RFP process would not apply to the KCTCS schools. Due to the nature of the interagency setup a Memorandum of Agreement (MOA) could be signed which would take the place of the traditional site provider contract. Owensboro KCTCS has not returned any calls or emails of late so I am assuming at this point they are not interested in being in the program. ABATE of IN has expressed interest in perhaps running a site in the Henderson / Owensboro area but is concerned about the availability of instructors in the area among other things. Kentuckiana Motorsports has also expressed interest in expanding their operations in that area as well. However, they are in search of an available site which would be a concern for any site provider. The option of working with a site provider who is out of state was discussed as a possibility especially if they are located on the border. One such site was in Huntington, WV just across the border.

RFP vs Sole Source:

The goal of the Cabinet is to move away from the RFP process which is cumbersome and move to a process similar to the CCDW process of approving trainers. The administrative regulations need to be put in place first however and was explained by Elisabeth Dixon as to some of the requirements of this process. There is a working draft of the regulation in process at this point.

Administrative Regulations:

There is a current working draft. Elisabeth Dixon discussed the need to set the fee schedule in regulation which would not only comply with current statute but would also help in the Sole Source question.

EKU Equipment:

Titles for many of the motorcycles had never been transferred into the name of ECU since the inception of the program. Jay Huber had tried to persuade ECU to simply transfer the titles from the current holder directly to the Justice Cabinet but they said that could not follow that process. Jay Huber is in the process of trying to set up a date to meet with ECU personnel and view / pickup any smaller office equipment and see what the Cabinet may wish to retain or be able to use in the future. Brad Holajter stated that the larger equipment would be housed at ECU until auctioned / transferred and then any remaining equipment a home would need to be found if needed.

Site Provider Invoicing Process:

Treasury has still not responded as to the process by which they would like for us to use prior to the website being up and running. The decisions from the previous meeting concerning private training and out of state riders were overridden by the legal team opinion after review of current statute and regulations.

Motion to adjourn by Joe Altobellis, seconded by Glenda Hobbic motion passed.