

NOTICE OF PROPOSED GUIDANCE DOCUMENT

CLD3rdPartyWinter2020Newsletter

Pursuant to Wis. Stat. s. 227.112, the Wisconsin Department of Transportation is hereby seeking comment on CLD3rdPartyWinter2020Newsletter, a proposed guidance document.

PUBLIC COMMENTS AND DEADLINE FOR SUBMISSION

Comments may be submitted to the Wisconsin Department of Transportation for 21 days by:

1. Department's

website: <https://trust.dot.state.wi.us/act369/?id=DMV996&uri=file:CDL3rdPartyWinter2020Newsletter&division=DMV&tags=QIS>

2. Mailing written comments to:

Division of Motor Vehicles
Wisconsin Department of Transportation
4822 Madison Yards Way
PO Box 7336
Madison, WI 53707-7336

WEBSITE LOCATION OF FINAL GUIDANCE DOCUMENT

The final version of this guidance document will be posted at wisconsin.gov to allow for ongoing comment.

AGENCY CONTACT

DOTDMVGuidanceDocs@DOT.WI.GOV



CDL Skills Test 2019 Count

Below are the final test count numbers for 2019. Wisconsin Third-Party Examiners administered 1,583 *more* CDL tests in 2019 than in 2018. Thank you for providing a top-notch CDL test to the citizens of Wisconsin, and with a nation-leading average wait of only a few days. Very impressive everyone!

- Total CDL Test Segments:
 - Scheduled total segments = 49,095
 - Administered total segments = 38,550
- Pass Percentage by Segment
 - Vehicle Inspection: 85%
 - Basic Control Skills: 90%
 - Road Test: 81%

2014-2019 CDL Skills Test Segment Count History

- 2014= 28,484
- 2015= 32,562
- 2016= 33,556
- 2017= 34,640
- 2018= 36,967
- 2019= 38,550

CDL Audit Unit Update

We are excited to announce a new addition to our CDL Audit Unit team, Edward (Ed) Korslin. Ed was hired to replace Doug Rettmann, who retired after 35 years with the DMV. Ed comes to the DMV CDL Unit with a fresh set of eyes and perspective as he has been a CDL examiner, school bus driver, and trainer for the past 7 years at CDL companies in north central Wisconsin. He has reached out to all companies and examiners in his area and is excited to get out to meet everyone.

Meeting with WisDOT auditors fosters a positive partnership and allows Wisconsin to remain compliant with the provisions of Federal guidelines (49 C.F.R. part 383 and part 384).

Many resources are available to help you administer audits successfully. You are encouraged to use them to find answers to your questions. If you cannot find the answer, or are unsure about testing an applicant in any way, STOP the test and reach out to your regional auditor for assistance. We're here to help!

CDL Testing Model Changes 2020

The CDL Testing Model currently being used in Wisconsin will be updated this year to the AAMVA 2005 Testing System (Version:2017).

The current testing system used in Wisconsin is the American Association of Motor Vehicle Administrators (AAMVA) 2005 CDL Testing System (July 2013 version). This version, in place since 2013 in Wisconsin, is still compliant but has become dated.

The July 2017 version of the AAMVA 2005 CDL Testing System contains important updates to commercial testing procedures. This updated testing system will be beneficial to licensing jurisdictions throughout the country. Wisconsin DMV will use this model beginning next year.

What does this mean to you?

1. All CDL Third party examiners will be required to attend a 2-day training at Fox Valley Technical College (FVTC) in spring or summer 2020 to learn the new testing model.
2. WisDOT will fund the cost of the training.
3. Training dates will be available for selection on the Fox Valley Technical College website starting on March 1st, 2020.

4. Classes will be in April, May, and June. Examiners can choose which dates work best for them.
5. All examiners will receive new testing examiner manuals, laminates, score sheets, and materials when they attend the required training at FVTC.
6. All CDL Third Party Testing Companies and Examiners will receive an email with class registration information. **NOTE: This email will be sent in end of February 2020.**

What is the timeline of the testing model switch?

1. The official switchover of the testing model is July 1st, 2020.
2. All examiners must attend a 2-day course at FVTC in either April, May, or June 2020 to learn and prepare for the new CDL skills exam.
3. Update CDL Skills test score sheets will be handed out at class but also available for order on June 1st, 2020.
4. The updated CDL Drivers Manual will be available online for applicants to study for the new testing model on June 1st, 2020.
5. The updated CDL knowledge exam will be administered to applicants beginning on June 15th, 2020.
6. The CDL Skills testing model will official switch on July 1st, 2020. Meaning all applicants on June 30th will receive the old CDL skills exam, all applicants on July 1st will receive the new CDL skills exam.

While the testing model is mostly the same, here are some key changes (new auto failures in red):

1. Federal Medical (Fed Med) cards will be required to be verified before testing. K restriction holders will self-certify that they qualify.
2. Score sheets will look the same but have some scoring additions and deletions.

3. The Basic Control Skills and Road Test will have changes to the final position scoring. The final position will switch from a score of 10 to 13. This means if they do not make the final position on any maneuver, they will not pass.
4. BCS Maneuvers will remain the same with Straight Line, Offset Left and Alley Dock.
5. Hydraulic brake check will become an automatic fail. This means that if the driver fails to perform the hydraulic brake check correctly, it will be an Automatic Fail.
6. The General Scoring area on the road test (bottom left of score sheet) will move from a maximum of 5 points to a maximum of 10 points that you can score in that area.
7. Shifting during turns will be allowed.

How do we attend Class:

1. The class registration will be available via the Fox Valley Technical College website starting on March 1st, 2020.
2. Look for an email from Wayne Georgeson with all of the details and links at the end of February, 2020.

FMCSA Regulatory Updates-ELDT

Wisconsin DOT has received official notice that Federal Regulation 49 CFR 380, which contains Entry Level Driver Training (ELDT) Requirements, has extended its compliance date from February 7th, 2020 to February 7th, 2022. In conformity with the extension of the compliance date, Wisconsin DOT will also not require Entry Level Driver Training requirements to be implemented prior to February 7th, 2022.

Please see the link below regarding the official FMCSA extension notice:

- <https://www.fmcsa.dot.gov/newsroom/extension-compliance-date-entry-level-driver-training-0>.

Thank you for your continued patience and professionalism while awaiting a final ruling from FMCSA regarding the compliance date. We appreciate and value all of the guidance, advice, and support we have received from the industry while we have all been navigating ELDT requirements over the past couple years. We look forward to working with all of you more as we now prepare for the new compliance date and implementation of the rule in 2022.

CDL 3rd Party Testing Violations- 4th Quarter

It is easy to get wrapped up in how busy we are and forget that the small details are big details. When violations occur, the testing company and/or examiner are subject to sanctions that include warning letters, cancellations and revocation of testing company and/or examiner testing privileges.

The goal is to ensure each examiner in Wisconsin is providing a CDL exam that is consistent and compliant with all testing procedures and are using the resources provided to them.

We all play a part in ensuring that the CDL testing program in Wisconsin is consistent and that an applicant can go to any examiner in the state and get the exact same test and results from each examiner.

Below are some examples of testing violations that have occurred in the 4th quarter that have resulted in sanctions being taken against the company and/or examiner:

- Improper testing of an applicant in air brake vehicle; Applicant had air brake restriction on CLP.
- Training and testing the same individuals (applicants are always re-tested).
- Charging the applicant more than the allowed fee of \$50 per CDL segment.

CDL Skills Testing Questions

Q: I am testing an applicant from another Jurisdiction, can I use the banked CDL test results and pick up where the other state left off on testing?

A: This is found on page 12 in Chapter 340-B.

- “Banking” of CDL skills testing results from other jurisdictions will no longer be permitted for Out of State applicants. All Out of State applicants must start the CDL skills test with the Vehicle Inspection, regardless of what they may have already passed in other jurisdictions. The only CDL skills test “banking” allowed is Wisconsin CDL testing results.

Q. Does the requirement for applicants to be trained 100% in Wisconsin apply to the training an applicant may take to obtain the Commercial Learners Permit?

A. No, the requirement for an applicant to be trained 100% in Wisconsin applies only to the classroom, range, and roadway training an applicant takes AFTER they obtain their CLP.

Q: What should I do with fees that I collected from an applicant, but they did not get all the way through the CDL skills test?

Example: Applicant pays \$150 up front to the examiner but fails the Vehicle Inspection)

A: CDL 3rd Party Companies and/or Examiner cannot keep fees for any testing that has not occurred. If the applicant pays in advance, refund any remaining balance back to the applicant if they do not do all of the testing they paid for. Failure to do so would be in violation of the CDL testing agreement in which maximum testing fees are addressed. Remember, this is also a business in which reputation is how you continue to get more business. Holding examining fees for testing that has not been performed reflects poorly on the companies and examiner and may result in sanctions placed against the testing company.

Q: For scoring during the Vehicle Inspection, does the vehicle need to be running while the applicant checks the gauges to receive credit?

A: Yes, the CDL examiners manual requires that the engine is running to properly check that all gauges are functioning properly and are rising to, or reading, proper operating levels.

Q: How do I score an applicant that refuses to turn right on red due to a school policy or their own opinion?

A: The CDL Audit Unit would like to emphasize that if *traffic is affected* due to the applicant's failure to turn right on red (when it is safe to do so), score this under the "Automatic Failures" section on the bottom right portion of your score sheet. This is to be marked as an "avoidable accident or incident, dangerous act." Inform the application that there is a seven-day wait period before retaking the test.

Prompting Exception: For the purpose and fairness of the exam, if there is a conflicted turn on the CDL route, the examiner may inform the applicant that a turn right on red is permitted, but the examiner must inform the applicant before the road test exam begins.

The CDL Audit Unit understands that schools may have policies pertaining to the students' training and use of the school's commercial vehicles. Please contact your CDL auditor if you conduct CDL examinations in an area that may conflict with commercial schooling policies.

CSTIMS Questions

These are some common questions about WisDOT's integrated systems:

Q: If I have an applicant scheduled for a Class B exam and they show up in a Class B School Bus, can I test them?

A: No. The test must be conducted in the class and endorsement of vehicle for which it was scheduled. The test must be rescheduled if the test vehicle is a different vehicle class or endorsement from what was scheduled.

- Exceptions: The applicant may be scheduled for air brakes and show up in a non-air brake vehicle, this is fine. Record results accordingly in CSTIMS.
- Exception: The applicant may be scheduled for a manual transmission and show up in an automatic transmission vehicle, this is acceptable. Record results accordingly in CSTIMS.

Q: What are the scheduling reasons in CSTIMS? What does each one mean?

A: Please use these CSTIMS scheduling reasons:

- **Initial CDL**
 - New CDL Applicants
- **Other-** The only scheduling reason that would indicate you are lifting restrictions.
 - Lifting Air Brakes
 - Vehicle Inspection Only
 - Lifting Automatic Transmission Restriction
 - Road Test Only
 - Lifting Tractor Trailer Restriction
 - Vehicle Inspection, Backing, Road Test (Full Test)
- **Previous Fail**
 - New CDL applicants that failed previous attempts. Treated the same as [Initial CDL]
- **Upgrade**
 - Upgrading Classes
 - Upgrading Endorsements

DMV Online Tools- eNotify

eNotify (wisconsindmv.gov/eNotify) is a free email/text reminder service from the Wisconsin DMV to help commercial drivers stay current on their licensing requirements. Commercial drivers who sign up will receive CDL notifications for:

- Fed Med Card renewals (for Tier 1 CDL drivers)
- School bus physical and testing requirement reminders
- Haz Mat renewals

Email alerts also include confirmation of transactions to avoid fraudulent activities on an account and renewal notices for driver license and license plates on eligible vehicles.

Sign up today: wisconsindmv.gov/eNotify

Helpful Links

NEW FORM (12/2018): [CDL Skills Test Guide \(BDS TP1\)](#)

[Wisconsin Department of Transportation Commercial Driver License \(CDL\) Third Party Testing Program](#)

[Driver License Guide](#) to check status and get checklist for paperwork

[Wisconsin DMV Official Government Site - School bus drivers](#)

[Wisconsin DMV Official Government Site - Tiers of operation](#)

[Wisconsin Department of Transportation Diverging Diamond Interchange \(DDI\)](#)

[wisc.jobs](#) for job opportunities with the State of Wisconsin

<http://www.aamva.org/>

<https://www.fmcsa.dot.gov/>

Other Wisconsin DMV tools:

- The [Wisconsin's Commercial Driver's Manual](#) is updated and available in English and Spanish and in various electronic formats.
- Commercial Driver License [practice knowledge test](#) mobile application
- [eNotify](#) (email reminders for important licensing credentials that are about to expire, such as CDL license, S endorsement (school bus license), Fed Med card, Physical examination (if required), Personal vehicle registration.
- [License status checker](#) to check the status of their license anytime, including classes and endorsements, and their current status, driving restriction(s), Tier of operation, and Federal Medical (Fed Med) exams.

Past issues of CDL Third Party Examiner News:

- [Spring 2018](#)

- [Winter 2018](#)
 - [Fall 2017](#)
 - [Summer 2017](#)
 - [Spring 2017](#)
 - [Winter 2017](#)
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