



**Office of the City Clerk
License Division**

Ronald D. Leonhardt
City Clerk

Rebecca N. Barron
License Division Manager

November 1, 2007

Mayor Tom Barrett
City Hall, Room 201

Re: Uniform testing procedures for public passenger vehicle drivers' licenses.

Dear Mayor Barrett:

Your office has requested that the License Division provide information related to the reasons for the policy change provided in CCFN 070790, an ordinance establishing uniform testing procedures related to knowledge of city geography and public passenger vehicle (PPV) regulations for applicants for PPV drivers' licenses.

The License Division drafted and introduced CCFN 070790 on behalf of the Milwaukee Police Department (MPD) - License Investigation Unit and Safety Division, and is in support of the MPD position that applicants for PPV drivers' licenses for the operation of handicapped and elderly vehicles be required to take the same city geography and PPV regulation tests currently established by the City Clerk and administered by the MPD for all other PPV driver license applicants.

The reasons in support of the policy change include the following:

- Establishes consistent test compositions for all PPV applicants.
- Increases City oversight and ensures integrity of testing standards.
- Reduces impact of license portability between employers and PPV types on public health, safety and welfare.
- Provides limited impact on the availability of current testing opportunities for applicants.

Background Information

CCFN 991901, effective July 30, 2000, established that certain applicants for PPV drivers' licenses for the operation of handicapped and elderly vehicles are permitted to be tested by their prospective employers through certain in-house programs that have been approved by the chief of police.

Currently, only one in-house training program, Transit Express, has been approved by the chief of police and is currently being administered.

Recently, the License Division was approached by a second handicapped and elderly vehicles company, Laidlaw, for information relating to establishing their own in-house testing program under the provisions of CCFN 991901. Laidlaw was referred to both the MPD License Investigation Unit and Safety Division.

Upon review by the MPD of the ordinance provisions and department procedures permitting and regulating certain in-house testing programs, and the review of the current level of oversight by the City of the one existing in-house testing program, the MPD requested that an ordinance be introduced to repeal its authority to approve in-house programs, rather than increase the number of such programs in operation.

Reasons for Policy Change

1. Establishes Consistent Test Composition.

After the passage of an CCFN 050292, effective February 4, 2006, which established that the City Clerk rather than the MPD shall establish the PPV driver examination (commonly known as the "map test" and administered by the MPD Safety Division), the composition of the PPV test was doubled in length to 40-questions and was amended to include a 10-question section that tests knowledge of City PPV regulations that are applicable to drivers of all types of PPVs.

The existing in-house program does not test for knowledge of City PPV regulations.

2. Improves City Oversight and Ensures Integrity of Testing Standards.

PPV tests established by the City Clerk and administered by the MPD are continuously revised to provide for changes in names of locations and the establishment or amendment of relevant ordinance provisions.

Four (4) separate but equal PPV tests are administered amongst applicants at each testing session. One PPV tests is retired every 6 months and replaced with a new test in order to insure testing integrity and the relevance of test questions. An MMATC ESL instructor has reviewed the formatting and wording of the tests in order to reduce the potential for any disparate impact.

Applicants are required to achieve a score of at least 70% or 28 out of 40 correct answers, and must retake the test until a passing score is achieved. Applicants must pay \$8 for each and any test taken.

There has been no City oversight of the existing in-house program since the time of its implementation.

3. Reduces Impact of License Portability between Employers and PPV Types on Health, Safety and Welfare of Public.

Current ordinance provisions do not restrict holders of PPV licenses to the same employer or same type of vehicle that was disclosed by the applicant at the time of application. During any 2-year license period, a license holder can work for more than one employer, either successively or simultaneously, and drive more than one type of PPV.

The existing in-house program does not address the impact that the high turnover and mobility experienced in the job position has on the public health, safety and welfare. In addition, the potential now exists for PPV license applicants to exploit the system by taking the shorter, less rigorous tests at no cost to the applicants through an in-house testing program, and then upon license issuance seek employment at another PPV service provider that does not provide in-house testing.

4. Provides Limited Impact on the Availability of Current Testing Opportunities for Applicants.

Currently, the MPD provides 36 testing sessions annually, which are scheduled approximately once every 10 calendar days. In addition, MPD testing administrators have indicated that private group testing sessions have in the past been held at an employment site whenever testing demand from a single employer is high.

Over the past 12-month period, 84 new license applicants have identified Transit Express as their current or prospective employer, which would add approximately 2 applicants to any scheduled testing session.

Any backlog currently being experienced by applicants relating to the availability of scheduled testing opportunities may be attributable to the recent increased enforcement by MPD of unlicensed drivers of human service vehicles, which has sporadically increased the number of new license applicants.

If you have any additional questions or concerns, please feel free to contact our office.

Sincerely,



Richard G. Pfaff
Assistant Manager License Division