
STATE OF NEW JERSEY

Chris Christie
Governor

M E M O R A N D U M

Kim Guadagno
Lt. Governor

Raymond P. Martinez
Chairman and Chief Administrator

TO: David J. Rosen, Legislative Budget and Finance Officer
Office of Legislative Services

FROM: Raymond P. Martinez, Chairman and Chief Administrator
Motor Vehicle Commission 

DATE: May 13, 2014

SUBJECT: **Request for Senate Budget and Appropriations Committee**

I am providing the following information on behalf of the Motor Vehicle Commission (MVC) as requested by members of the Senate Budget and Appropriations Committee at the budget hearing held on May 1, 2014.

Senator Ruiz:

Request: Please provide information about the role of the MVC when public schools hire new school bus drivers. What information is exchanged between a school and the MVC concerning background checks and any certification of a driver's credentials? Please describe the process by which information is exchanged, the timing of exchanges, and any information that is exchanged.

Response: In New Jersey, public school bus drivers are required to have a Commercial Driver License (CDL) with a passenger ("P") and school bus ("S") endorsement. These drivers are required to submit a bus application to the Motor Vehicle Commission (MVC) to obtain the license and endorsements. The bus application consists of the medical examiner's certificate, verification of public school bus driver employment document, and fingerprint receipt. The motor vehicle agency processes the documentation and completes the licensing transaction.

In addition, public school bus drivers are under the jurisdiction of the Department of Education (DOE). State and federal background checks are required per N.J.S.A 18A:39-19.1, along with the DOE requiring all applicants to be fingerprinted at the time of initial application and upon renewal of their driver's license.

The DOE receives the fingerprint results and notifies the MVC weekly to suspend "S" endorsements for drivers who had a *criminal hit* disqualifying them from maintaining an "S" endorsement. The MVC posts the suspension order for the "S" endorsement to the motorist's driver history record. Further, the MVC electronically transmits a daily report to the DOE identifying school bus drivers who are suspended for matters pertaining to *driving related suspensions*. The DOE notifies the employer and the school bus driver of the suspended status.

I hope this information is helpful and addresses the Senator's concerns.

RPM/rmg

c: Kate Tasch, Acting Deputy Chief Administrator, MVC
Richard J. Miller, Deputy Administrator of Finance and Administration, MVC
Selika Gore, Deputy Administrator of Operations, MVC
Carol Hollows, Director, Financial Management MVC