



Motor Vehicle Division Driver Services Bureau

Traffic Education Conference
2017

Driver Services Bureau

Introductions

- Michele Snowberger, Bureau Chief
- Tammy Stefanik, Deputy Bureau Chief
- Patrick McJannet, Deputy Bureau Chief
- Terry Davis, Western Regional Manager
- Kadee Peterson, Northern Regional Manager

Driver Services Bureau

Licensing Section

- Testing and credential issuance
- Medical and mail-in unit

Records Section

- Commercial unit
- Non-commercial unit
- Sanctions and record

Region realignment

Effective March 2017

Central Region

- Bozeman, Butte, Helena, Livingston, Lewistown

Eastern Region

- Billings, Glendive, Miles City, Sidney

Northern Region

- Cut Bank, Great Falls, Havre, Glasgow

Western Region

- Kalispell, Libby, Missoula, Polson, Stevensville, Thompson Falls

What's new since 2016

- Debit/credit cards
- Road test tablets
- Learner licenses
- Driver education pilot (Kalispell)
- Appointment scheduling upgrade

CDTP reminders

Application completeness

- Legal identification documents
- Testing and scores
- Learner license issuance
- Vision screening (with or without corrective lenses)

Send to exam stations (within 3 days of issuance)

- No staples
- Name on both
- Paperclips okay

CDTP Best Practices

Timeliness

- 3 days after learner license issued

Foreign Nationals

- Student must be actively enrolled in school
- Student's authorized presence verified prior to licensing

TEDRS updated

- Within 10 days of class completion

Supplies (exam stations)

- Applications (2 pages)
- Manuals
- TEP's
- Tests

Unique situations

- No birth certificate, adoption, family circumstances, medical situations

Who to Contact – Regional Managers

- **Eastern Region**

Vicki Gambrel (Billings)

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C: 406-702-0696

- **Central Region**

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- **Northern Region**

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- **Western Region**

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Who to Contact - DSB Headquarters (Helena)

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Questions?

