Appendix C Action Plan for the 2017-2021 Florida Traffic Records Strategic Plan

GOAL 1: Provide ongoing coordination in support of multi-agency initiatives and projects which improve traffic records information systems.

Objective 1: The TRCC Executive Board will meet three times per year with 70 percent participation from representative agencies.

Strategy 1.1: Conduct Executive Board meetings no fewer than three times each calendar year.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
1.1a	• Examine current TRCC Charter to determine membership qualifications and expectations • Establish and implement pre-meeting procedures to ensure 70 percent membership participation in each full Executive Board meeting • Develop procedure for designating alternates for Executive Board members	Number of TRCC Executive Board meetings each year with 70 percent participation	Quarterly	TRCC Chairperson	TRCC Executive Board Meeting were held on: FY20- 12/6/2019; 4/03/2020; 9/11/2020 FY21- 12/4/2021; 4/09/2021; 9/10/2021 FY22- 12/3/2021; 4/08/2022;
1.1b	Conduct subcommittee meetings with data managers, as needed • Identify data managers for agencies with systems to participate in the TRCC subcommittees	Number of TRCC data manager meetings each year w/70% participation	Ongoing	TRCC Coordinator	Application Subcommittee meetings: 3/13/2020; 3/12/2021; 3/11/2022 (future meeting) Go Team Subcommittee (AKA Data Subcommittee) met on 1/31/2020 for final report of the North Highland (NH) Project: FDOT Crash Analysis Reports (CAR) System and Signal Four Analytics (S4) Cloud Subcommittee established at 09/11/2020 meeting for Florida Cloud-Based Traffic Safety Information System (TSIS) Project. Meeting held on 2/1/2021 to receive feedback and approve scope.
1.1c	Develop a comprehensive meeting summary for each TRCC Executive Board meeting • Include percent of member participation	Meeting Summary is developed and approved at the following TRCC Meeting	Quarterly	TRCC Coordinator	Meeting minutes approved by Executive Board for all dates up to Dec. 4, 2020

Objective 2: Establish roles and responsibilities for the TRCC Executive Board and subcommittees.

Strategy 2.1: *Ensure TRCC membership includes agencies and organizations representing key data collectors, managers and users or members who are positioned to share traffic data information with pertinent organizations.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.1a	Review current TRCC membership to identify missing data systems or agencies with data interests not currently represented	Gaps in representation identified, additional members invited	Ongoing	TRCC Coordinator	• Florida Department of Law Enforcement (FDLE) member added (FY20) • FHP member added (FY20) • FDOT Law Enforcement Liaison Program Manager added (FY20) • FDOT Performance and Trends Manager added (FY20) • FDOH Reporting and Analysis Unit Manager added (FY20) • UF Analyst and Program Manager added (FY21)
2.1b	Identify similar working groups (e.g., Safe Mobility for Life/ Aging Road Users Coalition) with strategic plans which include a data component and ensure the TRCC includes representatives from those groups, or that a TRCC member shares traffic data information between the two groups	Similar working groups with traffic data goals or projects identified	Ongoing	TRCC Coordinator	

Strategy 2.2: *Promote and market TRCC work through information sharing.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.2a	Establishing a master calendar of potential participation opportunities	Master calendar established;	Ongoing	TRCC Coordinator	Calendar maintained on TRCC website

2.2b	Coordinating and communicating data needs among data collectors, managers, and users	Mechanism to share traffic data information established among similar working groups	Ongoing	TRCC Coordinator	• NH FDOT CAR/S4 Project began 12/5/2019-Conducted Gap Analysis for S4/CAR capabilities and crash data process, created Crash System Business Context Diagrams.
					  - Close out presented to Data Subcommittee on 1/31/2020
					  - NH Final Report Out provided to TRCC EB on 4/3/2020
					• Florida Cloud-Based Traffic Safety Information System (TSIS) Project proposed to TRCC EB at 9/11/2020 meeting
					• NH presented SOW for Florida Cloud-Based TSIS Project to TRCC EB on 4/9/2021

2.2c	Reporting on outreach efforts to other groups	Outreach efforts conducted and reported	Ongoing	TRCC Coordinator	Outreach conducted as needed

Strategy 2.3: *Establish TRCC roles and responsibilities.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.3a	Establish roles and responsibilities for TRCC Executive Board • Identify present Executive Board roles and responsibilities • Discuss and develop Executive Board roles and responsibilities with input from all members	Executive Board roles and responsibilities established	Complete	TRCC Chairperson	Complete: TSIS 2017-2021
2.3b	Establish roles and responsibilities for Executive Board assigned subcommittees • Identify past/present subcommittees roles and responsibilities • Develop subcommittees roles and responsibilities with input from all members	Working group roles and responsibilities established	Ongoing	TRCC Coordinator	Application Subcommittee established on 3/23/2017. Meetings: 3/13/2020; 3/12/2021; Go Team (Data) Subcommittee established on 8/17/2018. [Consists of TR Data System Subject Matter Experts (SMEs)] Cloud Subcommittee established at 09/11/2020 TRCC meeting for Florida Cloud-Based TSIS Project. Meeting on 2/1/2021 to receive feedback and approve scope.

Strategy 2.4: *Establish TRCC subcommittees.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.4a	Establish at least one data subcommittee under the Executive Board	Data subcommittee established	Ongoing	Executive Board	Formally initiated: 3/29/18 Go Team Subcommittee members AKA Data Subcommittee consists of SMEs representing each TR data system - established on 8/17/2018 Cloud Subcommittee established on 09/11/2020
2.4b	Establish reporting responsibilities for TRCC subcommittee group Chairpersons		Ongoing	TRCC Coordinator	The TRCC Coordinator serves as the Chairperson for all subcommittees, manages reporting responsibilities and delegates responsibilities as needed for: • Go Team Phase II (6/10/19 close out) • NH FDOT CAR/S4 Project (1/31/2020 close out) • Cloud Subcommittee established on 9/11/2020 (scope feedback/ approval); Execution of contract April 2021;
2.4c	Establish reporting mechanism/protocols for subcommittees Chairpersons • Subcommittees Chairpersons follow established protocols and report to the Executive Board	Reporting protocols established	Ongoing	TRCC Coordinator	The TRCC Coordinator will serve as the subcommittees chairperson and updates the Executive Board as necessary.

| 2.4d | TRCC Coordinator monitors the progress of subcommittees activities | Number of reports/briefings provided in compliance with protocol | Ongoing | TRCC Coordinator | • Go Team (Data) Subcommittee - update provided to Executive Board (EB) at 12/7/18 and at the 4/5/19 TRCC meetings
• Application Subcommittee meetings: 3/13/2020; 3/12/21 reported to EB April 2020 and 2021.
• NH Final Report-provided to EB at 4/3/2020 TRCC meeting
• Florida Cloud-Based TSIS Project proposed to TRCC EB at 9/11/2020 meeting
• NH presented SOW for Florida Cloud-Based TSIS Project to TRCC EB on 4/9/2021 |

Objective 3: Develop a 5- year Traffic Records Information System (TRIS) Strategic Plan by FY17.

Strategy 3.1: *Develop a Traffic Records Information System (TRIS) Strategic Plan.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
3.1a	Ensure all TRCC members participate in the development of the TRIS Strategic Plan and selection and prioritization of the projects in the Plan • Address other needs identified by canvassing collectors, managers, and users of each traffic records system component	5-year TRIS Strategic Plan developed	June 2017	Executive Board	Complete. The TRCC developed a five-year Traffic Safety Information System Strategic Plan for years 2017 through 2021; Approved 4/7/2017
3.1b	Develop TRIS Action Plan • Identify performance measures for the TRIS Action Plan • Identify performance measures for each system and project based on guidelines in NHTSA's Model Performance Measures for State Traffic Records Systems	TRIS Action Plan Developed	Updated Annually	TRCC Coordinator	FY21 State Application: Action Plan (FY20) updates received on 3/20/2020 and 4/16/2020 FY22 State Application: Action Plan (FY21) updates received on 3/31/2021

Objective 4: Track progress quarterly of TRIS Strategic Plan implementation through December 2021.

Strategy 4.1: *Implement the Traffic Records Information System Strategic Plan*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
4.1a	Establish reporting mechanism and protocols to track progress quarterly of the performance measures for each system and project in the TRIS Strategic Plan	Reporting mechanism and protocols established	Quarterly	Executive Board & Project Directors	Reporting mechanism and protocols established Updates provided at each TRCC meeting
4.1b	Track progress of performance measures for each system and project in the TRIS Strategic Plan	Project activity reported	Quarterly	Executive Board & Project Directors	Updates provided at each TRCC meeting
4.1c	Report progress on meeting performance measure goals to the TRCC quarterly.	Progress reports submitted to TRCC Executive Board quarterly	Quarterly	Executive Board and Project Directors	Goal leaders report on quarterly progress

Objective 5: Ensure the Section 405(c) grant application is approved and submitted to FDOT by June 1st annually.

Strategy 5.1: *Report on progress in achieving TRIS Strategic Plan goals and objectives at each TRCC Executive Board Meeting*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
5.1a	Include items on each TRCC meeting agenda regarding progress reports on each system and project	Progress documented in meeting minutes	Each Meeting	TRCC Coordinator & Project Directors	Quarterly updates reported at all TRCC meetings.
5.1b	Include items in each TRCC meeting agenda regarding status of quality measures for each system and project	Progress documented in meeting minutes	Each Meeting	TRCC Coordinator & Project Directors	Quarterly updates reported at all TRCC meetings.
5.1c	Submit an interim progress report to NHTSA prior to annual submission deadline	Interim Progress Report submitted	April/May (Annually)	TRCC Coordinator & Data SC	FY21- Interim progress report submitted to NHTSA on 4/8/2020; Pre-approval received 4/30/2020. FY22- Interim progress report submitted to NHTSA on 4/07/2021; Pre-approval received 4/29/2021.
5.1d	Submit a TRCC approved Section 405(c) Application to FDOT by June 1st annually	405(c) grant application submitted by June 1st	June 1st (Annually)	TRCC Coordinator	FDOT Pre-approval required before NHTSA July 1st submittal date

GOAL 2: Develop and maintain complete, accurate, uniform, and timely traffic records data.

Objective 6*: Improve the completeness of traffic records systems by December 2021.*

Strategy 6.1: *Improve the completeness of the* **Crash Data System** *by expanding collection of crash reports to include collection of Short Form Reports.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.1a	Establish and maintain complete data collection of local crash reports, both long form and short form reports for ALL participating law enforcement agencies (LEAs)	Percent of crash records with no missing critical data elements	July 2012 (Complete)	FLHSMV	
6.1b	Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for incomplete crash reports. • Establish performance measurements (baselines) based on previous FY crash data for crash report accuracy and completeness. • Analyze number of reports in the crash data base that would fail one or more of the measures established for accuracy. • Disseminate conclusions by conducting LEA trainings to reduce error rates by 5 percent each year.	Improve completeness of crash reports by 5% from baseline data.	Annually	FLHSMV	FY20 Crash and UTC Data Improvement Project: FLHSMV continued to distribute scorecards each quarter, which covered accuracy, completeness, and timeliness of crash data; Objective to conduct 4 stakeholder meetings for crash report revision feedback was modified to 1 due to travel restrictions and successfully completed virtually on 9/2/20. FY21 Crash and UTC Data Improvement Project to establish a crash location accuracy measure and baselines for improvement and add the new crash location accuracy measure to the quarterly scorecards and educate law enforcement about this new measure. FY22 Project: Continued distribution of scorecards each quarter, which cover accuracy, completeness, timeliness, and crash location accuracy of crash data. Objective to increase location accuracy by 5% (pending approval).
6.1c	Establish and maintain a viable communication plan with vendors, agencies and other stakeholders • Establish a process for formalizing feedback to LEAs • Establish and maintain current contact information on key players (vendors, agencies, OPS, FLHSMV) • Develop and maintain an online crash manual that is relevant with current practices, policies, and procedures	Law enforcement contact information updated; online crash manual developed and reviewed for updates	Annually	FLHSMV	Contacts updated – January 2019 Online crash report manual completed and published on 2/5/19 FY19 Project TraCS to add help functionality in software that will link to the updated crash manual as a PDF online (May 2019)- Completed

Strategy 6.2: *Improve completeness of the* **Roadway Data System** *by reaching out to local governments and community safety organization for coordination on roadway data-gathering for roads under local jurisdiction not covered by the Department's Integrated Roadway Asset Identification System (IRAIS- aka RCI Rewrite).*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.2a	Work with local governments to maintain relationships for the sharing of local roadway data • Assess opportunities to share data with local entities • Assess value for stakeholder buy-in • Coordinate with State GIO representative • Find out who is asking for local data within FDOT	Maintain a contact list of the number of local relationships established and inventory the number of characteristics collected.	December 2021 (with census update)	FDOT SSO and Transportation Data Analytics Office (TDA)	FDOT has met with MPOAC to coordinate SHSP safety goals List of contacts (2 contacts per city). Summary data is provided; 480 entities
6.2b	Gather an inventory of existing data from local governments, MPOs or transportation planning organizations (what are they willing to share)		December 2021 (with census update)	FDOT SSO and TDA	FDOT TDA and Office of Policy Planning will be planning on the Decennial update of Urban Boundaries and Functional Classifications starting 2021
6.2c	Establish a plan to collect additional public roadway data to include local roadway data • Evaluate / Review current data and processes • Establish a needs and requirements document to meet all local and federal reporting requirements • Develop and conduct a survey to determine the number of additional attributes that should be collected		December 2021 (with census update)	FDOT SSO and TDA	
6.2d	Coordinate MIRE requirements with roadway database owners • Identify MIRE elements to the RCI Handbook for reference • Review current inventory in existing SSO and Roadway Databases • Identify MIRE to include in IRAIS Project (RCI Rewrite)	Maintain an established inventory of the number of contacts made and the number of elements included.	December 2021	SSO and TDA; Traffic Operations; Roadway Design	Crosswalk developed – Traffic OPS Charter currently in place; Identified needs weekly meetings Anticipated vendor to be in place by June 2019. Not all data components have been established. ARNOLD Data Set consists of a layer of all public roads Submitted to FHWA to meet federal requirements. Additional work still needed to fully merge local roads data with current FDOT linear referencing system. Safety Office continues to update the All Roads Basemap based on NavTeq/HERE dataset **FY21** Cloud Feasibility Study to identify/create an ARBM inventory of elements to include MIRE FDEs.

6.2e	Evaluate potential base map considerations • ARNOLD; ARBM; NavTeq (HERE); RCI LRS		January 2021	SSO and Traffic Operations	SSO and GIS Solutions have discussed current modifications needed to the HERE contract agreement to allow the HERE NAVSTREETS data to be shared with USDOT FHWA to meet federal requirements
6.2f	Publicize the Department's local roads map and encourage use of the map by local governments in their own applications and data interfaces • Develop software tools for internal use to create links between local roadway/map data and the FDOT's local roadway dataset	Number of downloads of the UBR (Identify baseline)	Annually	SSO and TDA; CIM (Civil Integrated Management)	TDA has made the ARNOLD dataset available for Department use on its internal network. SSO is releasing a GIS map service of the ARBM to share with Florida government partners in traffic safety before the end of FY21
6.2g	Identify and evaluate current FDOT Roadway data dictionaries		December 2021		ROADS Initiative will address updates to data dictionaries through data stewards and custodians. **FY21:** RCI handbook has incorporated the MIRE reporting element number system in association with the HPMS data item numbering system.

Strategy 6.3: *Improve completeness of the* Citation/Adjudication System *by monitoring data elements and identifying those elements which are 'critical' and increase the completeness of these fields by 3 percent annually.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.3a	Review and evaluate existing data; identify critical elements by data mining to compare completeness of data • Compare DUI conviction data from the court's dispositions to Driver Record Conviction data to identify incomplete records. • Establish a baseline for UTC completeness • Maintain training on how to complete the UTC • Review Clerk of Court (COC) case management software systems	Percent of citation records with no missing critical data elements (target – 3% increase per year).	Annually	FLHSMV	FY20 Crash and UTC Data Improvement Project: FLHSMV conducted 4 virtual train-the-trainer UTC workshops w/Clerks with 116 participants across 33 agencies, reviewed 4 COC case management systems, increased accuracy of citation reporting by 3%, and attempted to increase completeness of citation reporting by 3%. FLHSMV FY 21-22 Internal Project: Develop a Performance Measure for Data Integration Project, Dispositions have been identified that are not posting to the driver history that were disposed more than 365+ days ago
6.3b	Establish and maintain a viable communication plan with clerk of courts, agencies, and other stakeholders. • Create a survey • Establish a process for formalizing feedback to LEAs • Establish and maintain current contact information on key players (vendors, clerks, agencies, FLHSMV)	Develop Citation/Adjudication Baseline for Accessibility.	Annually	FLHSMV	FY22: Crash and UTC Data Improvement Project: Develop Citation/Adjudication Performance Measure for Accessibility, including baselines for improvement. (pending approval)

Strategy 6.4: *Improve completeness of the EMS System by continuing to work to increase the number of emergency runs submitting to the state EMSTARS repository.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.4a	Work on identifying high-volume agencies on their aggregate system and transition agencies to EMSTARS. • Increase % of EMS agencies submitting to state incident level repository to 90% by 9/30/22	Number of agencies reporting to EMSTARS contributing to the statewide database	Quarterly	FDOH	FY20 NEMSIS Project: 219 of 289 licensed Florida agencies reporting to EMSTARS (76% participation) FY21 NEMSIS Project: Work with the 74 aggregate agencies to develop a transition plan for EMSTARS reporting
6.4b	Assist agencies with mapping issues, software to enable transition to most current NEMSIS data standard etc.	Number of critical data elements monitored.		FDOH	FY21 NEMSIS Project: Currently monitoring 5 critical data categories as defined by NEMSIS. - Overall NEMSIS Data Quality at 91% for patient information, cardiac arrest, valid system times, cause of injury, clinical times recorded, other incident information. FY21 & 22 NEMSIS Project – Will be working with EMS State Plan to incorporate any other identified data elements for quality monitoring
6.4c	Review and refine the list of critical data elements	Number of critical data elements monitored	December 2021	FDOH	Currently monitoring 5 critical data elements FY21 & 22 NEMSIS Project: Will be working with EMS National Measures to ensure that the most critical elements are being tracked.
6.4d	Reduce the number of missing critical elements (blank elements)	Percent of EMS records with no missing critical data elements	Quarterly	FDOH	FY20- 90% of agencies are reporting with valid data from the 5 data categories - Reported quarterly updates to TRCC FY21 NEMSIS Project: Will continue to monitor any revised critical elements

Strategy 6.5: *Improve completeness of the Trauma System.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.5a	Increase the number of acute care hospitals submitting to the Trauma System	Percent of Trauma centers reporting complete and timely data		FDOH	Requested grant funding to conduct training to educate local EMS agencies on data collection standards.
6.5b	Quarterly reporting of compliance to Trauma Centers			FDOH	

Strategy 6.6: *Improve completeness of the* **Driver Records System** *by reviewing the driver dataset to identify trends and gaps in the current process.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.6a	Establish a process for gathering data, analyzing the data, and monitoring results regularly. • Review and evaluate existing driver data to establish performance measure for completeness	Completeness gaps identified for performance measure	Quarterly	FLHSMV	FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval).

Strategy 6.7: *Improve completeness of the* **Vehicle System** *by reviewing the vehicle dataset to identify trends and gaps in the current process.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.7a	Establish a process for gathering data, analyzing the data, and monitoring results regularly. • Review and evaluate existing vehicle data to establish performance measure for completeness	Completeness gaps identified for performance measure	Quarterly	FLHSMV	FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval).

Objective 7: Improve accuracy of traffic records systems by December 2021.

Strategy 7.1: *Improve accuracy of the* **Crash Data System** *by reducing errors by 5 percent per year.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.1a	Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for inaccurate crash reports • Establish baselines for data accuracy based on previous FY crash report data. • Analyze number of reports in the crash data base that would fail one or more of the measures established for accuracy. • Disseminate conclusions by conducting LEA trainings to reduce error rates by 5 percent each year. • Establish and maintain current contact and contact information on key players (vendors, agencies, OPS, FLHSMV)	Improve accuracy and completeness of crash reports from previous FY baseline data by evaluating the number of crash reports in the crash data base that would fail established baselines due to validation errors.	January 2017 (Complete) Annually Annually Annually	FLHSMV	TraCS provides updates at TRCC meetings on which additional validation checks were added to the system as a result of common errors determined during FLHSMV trainings. FY20 Crash and UTC Data Improvement Project: FLHSMV continued to distribute scorecards each quarter, which covered accuracy, completeness, and timeliness of crash data; Objective to conduct 4 stakeholder meetings for crash report revision feedback was modified to 1 due to travel restrictions and successfully completed virtually on 9/2/20. FY21 Crash and UTC Data Improvement Project to establish a crash location accuracy measure and baselines for improvement and add the new crash location accuracy measure to the quarterly scorecards and educate law enforcement about this new measure. FY22 Project: Continued distribution of scorecards each quarter, which cover accuracy, completeness, timeliness, and crash location accuracy of crash data. Objective to increase location accuracy by 5% (pending approval).
7.1b	Continue to pursue improving the efficiency of the location coding process, including use of up-to-date maps and utilities. • Obtain data on scheduled intervals for evaluation. • Mandate S4 geo-location tool for crash reporting and encourage for citation reporting	Promote Signal 4 and Geolocation tool	Ongoing Ongoing	FLHSMV University of Florida (UF) FDOT FLHSMV	FLHSMV sent memo (12/21/2016) to LEA regarding using S4/Geolocation tool and held meetings with each of the state approved vendors. **TraCS S4 geolocation tool mandate for e-crash:** FY20: 70% LEAs (Jan. 2020) FY21 (April 2021) - Crash Reporting: 183 or 91% of TraCS LEAs - Citation Reporting: 13% of TraCS LEAs A portion of the regional FLHSMV Crash and UTC workshops will focus on the geo-location tool and the benefits it provides.
7.1c	Coordinate among the various providers to complete a mapping of all crash systems to identify any	Percent of crashes locatable using roadway	Ongoing	FLHSMV FDOT	NHTSA Go Team Project Phase I completed. NHTSA Go Team Project Phase II: 6/10/19 close out

	redundancies in crash systems and how they relate to one another.	location coding method Identify system owners, gathered data and data process.		FDOH UF	NH FDOT CAR/S4 Project began 12/5/2019-Conducted Gap Analysis for S4/CAR capabilities and crash data process, created Crash System Business Context Diagrams. Close out presented to Go Team (Data) Subcommittee on 1/31/2020 and TRCC EB on 4/3/2020.
7.1d	Develop and maintain an online crash manual that is relevant with current practices, policies and procedures	Online crash manual developed and maintained	Annually	FLHSMV	Online crash report manual completed (3/8/2018); Revised crash manual to reflect MMUCC new definition for Serious Injuries (2/5/2019)
7.1e	Reduce the occurrence of illegitimate null values from mailed in reports. • Check for missing fields • Review excessive use of "unknown" and/or "other", decreasing the use of these options by 2 percent annually • Implement a quality control process to ensure the accuracy and completeness of crash reports submitted via mail.	Reduce number of crash reports returned to Agency.	Annually	FLHSMV	FY20: FLHSMV transitioned to a new vendor for key punching paper crash reports submitted via mail and is working to implement a quality control process.
7.1f	Improve the crash data quality program by developing the ability to conduct sample-based audits to compare e-crash data received in the FLHSMV database against local agency level data.	Number of discrepancies	Annually	FLHSMV	FY22 Crash and UTC Data Improvement Project to begin identifying a process (pending approval).

Strategy 7.2: *Improve accuracy of the* **Roadway Data System** *by constant review and improvement in the QA/QC processes for the roadway dataset.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.2a	Expand coverage of data quality checks to include maps • Annually review dataset edits and find ways to improve the monitoring of date error-correction	Number of new edits implemented	TBD	FDOT	LRS reconciliation process is monthly
7.2b	Perform a Quality Assurance Review Program for all Districts within 2 years	Number of District reviews conducted	Quarterly	FDOT	Natural Disaster and Travel ban impacted schedule (only 2 field visits conducted) but in office review was conducted
7.2c	Perform District Quality Evaluations to ensure Districts are meeting deadlines (RCI, HPMS, RITA, SLDs, Key Sheets, etc.)	Number of Evaluations completed	Biannual	FDOT	Completed all periods; Ongoing

Strategy 7.3: *Improve accuracy of the* *Driver Records System* *by identifying and reviewing the use of inconsistent codes, comparing internal data with an independent standard and reducing the frequency of duplicate record entries.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.3a	Review, evaluate, and analyze driver data to find errors, duplicates, and missing data entry elements by developing citation inventory system.	Number of driver records with missing data elements.	Dec. 2021	FLHSMV	New citation inventory system handles duplicate citation numbers. Citation Inventory System will be included in the department's Motorist Modernization Phase II re-write of our systems. (August 2023)
7.3b	Track the number of duplicate record entries and reduce those entries by 6 percent in five years	Percent reduction in duplicate record entries (target – 1.2% per year)	Annually	FLHSMV	FLHSMV documented conviction data edit requirements to increase accuracy. FLHSMV working on project to identify and delete duplicate records as part of onboarding process for State2State project
7.3c	Improve integrity of data by identifying and implementing a means to electronically receive and post-conviction codes for all serious and/or major offenses used by AAMVA/FMCSA so that driver record is accurate and consistent when transferred to other jurisdictions	Track the number of improvements based on federal or state laws.	Dec. 2021	FLHSMV	Modernization Project to improve Issuance system by redefining codes / business rules to unify four systems: DL / tag / title / and citation (Dec. 2021) FY21 Driver Data Improvement grant requested to establish baseline data and measures for completeness and timeliness of the data in the driver system
7.3d	Continue to participate in workshops with AAMVA to achieve data accuracy • Provide updates to crash and citation reporting vendors when AAMVA barcode formats change in Florida to ensure imports from barcode readers are successful.	Number of AAMVA workshops attended	Annually	FLHSMV	FLHSMV attended the 2021 Workshop & Law Institute AAMVA conference virtually on March 16-18. FLHSMV is working to onboard to AAMVA's State2State platform in 2023, which will allow for more accurate driver records.
7.3e	Establish a process for gathering data, analyzing the data, and monitoring results regularly. • Review and evaluate existing driver data to establish performance measure for accuracy	Accuracy issues identified for performance measure	Quarterly	FLHSMV	FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval).

Strategy 7.4: *Improve accuracy of the* **Vehicle Data System** *by expanding use of Vehicle Identification Number (VIN) decoding through the Florida Real- Time Vehicle Information System (FRVIS) application and its remaining subsystems.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.4a	Request programming plan to implement VIN decoding throughout remaining motor vehicle applications	Percent of VINs successfully validated with VIN checking software	Annually	FLHSMV	FLHSMV has implemented VIN decoding in FRVIS, along with augmented NHTSA VIN decoding, for improved accuracy. This technology was already implemented in the EFS system. FY20 Update: The VIN decoding system will be augmented with a NHTSA VIN decoding system to ensure decoding accuracy. The augmented system will be implemented by Fall 2020.
7.4b	Route plan through the agency's governance process		Annually	FLHSMV	FLHSMV is unable to provide the percentage of vehicle records with no errors in critical data elements at this time.
7.4c	Establish a process for gathering data, analyzing the data, and monitoring results regularly. • Review and evaluate existing vehicle data to establish performance measure for accuracy	Accuracy issues identified for performance measure	Quarterly	FLHSMV	FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval).

Strategy 7.5: *Improve accuracy of the* **EMS System** *by monitoring previously implemented data quality measures.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.5a	Monitor measurements for error in critical data elements quarterly • Update of Florida Data Dictionary to reflect NEMSIS V3.5 and associated business rules to decrease error rates for critical data elements (Approved Data Dictionary – 12/1/2021)	Number of measures implemented	Quarterly December 2021	FDOH	Data quality measures consistent with State EMS Strategic Plan are being monitored on a quarterly basis. FY19 NEMSIS Project: 89% of agencies are reporting with valid data from the 5 data categories. FY20 NEMSIS Project: 97% Emergency runs in EMSTARS; 90% of these agencies are reporting with valid data from the 5 NEMSIS data categories. FY21 NEMSIS Project: Track accuracy percent of all types of runs with valid data from the 5 NEMSIS data categories – previously only monitored accuracy from the "911 emergency calls"; Overall NEMSIS accuracy at 91% for the 5 data categories.

Strategy 7.6: *Improve accuracy of the* **Trauma System** *by updating business rule validations on edit checks.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.6a	Improve accuracy by developing quality performance errors for Trauma data		Quarterly	FDOH	Utilizing the NEMSIS Data Quality Reports to track national measures.
7.6b	Develop accuracy performance measures	Number of performance measures established	Quarterly	FDOH	Implemented 5 data quality categories to measure: Patient Information; Cardiac Arrest; Valid System Times; Cause of Injury; Clinical Times Recorded

Strategy 7.7: *Improve accuracy of the* **Citation/Adjudication System** *by reducing errors by 3 percent per year.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.7a	Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for inaccurate citation reporting • Establish a baseline for UTC accuracy • Maintain training on how to complete the UTC • Review Clerk of Court (COC) case management software system • Disseminate conclusions by conducting COCs trainings to reduce error rates by 3 percent each year.	Improve accuracy of citation reports from previous FY baseline data	January 2018 (Complete) Annually Annually September 2020 September 2020 Annually	FLHSMV	FY20 Crash and UTC Data Improvement Project: FLHSMV conducted 4 virtual train-the-trainer UTC workshops w/Clerks with 116 participants across 33 agencies, reviewed 4 COC case management systems, increased accuracy of citation reporting by 3% and attempted to increase completeness of citation reporting by 3%. FY 21-22 Project: Develop a Performance Measure for Data Integration Project, Dispositions have been identified that are not posting to the driver history that were disposed more than 365+ days ago FY21-22: Project: Develop Citation/Adjudication Performance Measure for Accessibility, including baselines for improvement. (pending approval)

Objective 8: Improve uniformity of traffic records systems by December 2021.

Strategy 8.1: *Improve uniformity of the* **Crash Data System** *by continuing to comply with MMUCC Standard and Compliance.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.1a	Continue review of FLHSMV processes and MMUCC Standards to ensure consistency and uniformity • Perform an analysis on stance of new MMUCC Standards to create baselines on a National Standard. • Create an implementation plan for MMUCC Compliance • Develop a crash report control Document, based on the most recent MMUCC version, which would serve as a reference resource for the new crash report and the associated database changes, including XSD definitions and report layout.	Crash Report comparison to National MMUCC standards Number of Crash Report Control Documents developed	December 2021 September 2020	FLHSMV	MMUCC goal: 90% compliant MMUCC standards analysis completed in 2018. Uniformity baseline established in December 2017. Request grant funding to review manual and add MMUCC definitions by Sept. 2018. FY20 Project- Crash & UTC Data Improvement Objective- developed a crash report control document based on most recent MMUCC version completed.
8.1b	Develop and maintain an online crash manual that is relevant with current practices, policies and procedures	Online crash manual developed	Annually	FLHSMV	Online crash report manual completed and published on 2/5/19
8.1c	Develop a centralized crash locating database by creating tools in S4 Analytics for the FDOT Crash Analysis Reporting (CAR) System analysts to manually verify all crash reports (meeting FDOT requirements).	Tools Developed	September 2021	UNF FDOT FLHSMV	Geolocation-Based Crash Diagramming & FDOT Crash Mapping to Improve Crash Location Timeliness and Quality -Project approved FY20 and FY21; mock-ups presented to TRCC crash team on 12/18/20; tool development continues

Strategy 8.2: *Improve uniformity of the* **Roadway Data System** *by working with internal FDOT offices and local governments.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.2a	Monitor the process on updating Data Inventory Applications IRAIS to improve uniformity and integration	TBD	December 2021	FDOT	FDOT is coordinating internally to expand the collection of RCI data to local roads IRAIS IRAIS implementation services to replace the RCI application and database. Tentative award date is June 2019. **FY21**: IRAIS data model still being developed. Discussions with Safety Office on ARBM needs being affected by transition of the RCI to IRAIS Roads and Highway platform held on 5/5/21.
8.2b	Provide a modified process of data collection methods and adding the MIRE Fundamental Data Elements to be collected	Methods and techniques implemented	Ongoing	FDOT CIM	FDOT currently reviewing data collection methods and techniques. **FY21** Cloud Feasibility Study to identify/create an ARBM inventory of elements to include MIRE FDEs.

8.2c	GIS will provide uniform data in LRS format • Evaluate potential basemap considerations	Testing results shared; Prototype finalized	December 2021	FDOT	FDOT working with vendor to provide and test new tools

Strategy 8.3: *Improve uniformity of* **Driver Records System** *by focusing on driver record data fields not electronically provided via TCATS.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.3a	Review TCATS data collection and submission process and target specific data elements for improvement for the new ICD 7.0.		September 2018/2019 August 2023	FLHSMV	FY20 and FY21 Crash and UTC Data Improvement Project to focus on improving completeness/accuracy of crash and citation reporting. FLHSMV has met with the Florida Court Clerks and Comptrollers and the list of data elements for improvement is up to date. These fields will be considered in the Citation Inventory Phase II project rewrite of systems (August 2023)
8.3b	Compare targeted fields with data record requirements		September 2018/2019	FLHSMV	FY21 Driver Data Improvement project- funding to target data elements for improvement.
8.3c	Establish common rules for data elements (i.e. Naming conventions, address, zip code, etc.)		December 2021	FLHSMV	Modernization project will create uniformity by creating common rules.

Strategy 8.4: *Improve uniformity of the* **Vehicle Data System** *by completing a data reconciliation/synchronization project with the American   Association of Motor Vehicle Administrators (AAMVA) and the National Motor Vehicle Title Information System (NMVTIS) to ensure a uniform data exchange between the two entities.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.4a	Conduct a comparison and correction (data synchronization) to ensure the data Florida provides is accurate, reliable, and complies with NMVTIS uniform titling standards that will aid in preventing the processing of stolen vehicles in other states • Engage in a project with the American Association of Motor Vehicle Administrators (AAMVA) to synchronize our data with NMVTIS • Initiate one to one file comparison to determine the root cause of any data discrepancies and correct the data • Ensure an analysis/comparison of Florida's active and cancelled title records	The percentage of NMVTIS standards-compliant data elements in the Vehicle Data System	Annually	FLHSMV	The NMVTIS project has produced the following improvements: Identified the primary reason sending duplicate VIN's. The issue was corrected, and we have seen a significant drop in the number of duplicate records being reported to NMVTIS. Reviewing a daily report and removing duplicate records from NMVTIS when applicable. (manual process) Received AAMVA tool (SWI) to correct current / older records. System updates most current title records based on files received from AAMVA (based on states that supply data to AAMVA).

| 8.5b | Establish a process for gathering data, analyzing the data, and monitoring results regularly.
• Review and evaluate existing vehicle data to establish performance measure for uniformity | Uniformity issues identified for performance measure | Quarterly | FLHSMV | FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval). |

Strategy 8.5: *Improve uniformity of the EMS System by transitioning agencies to most current NEMSIS compliance standard.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.5a	Maintain data dictionary in compliance with current NEMSIS standards • Update of Florida Data Dictionary to reflect NEMSIS V3.5	Percent of EMS runs that are NEMSIS compliant	Annually	FDOH	FY20 Project: 97% (FY19: 90%) of EMS emergency run reports in Florida are submitted to the state in a NEMSIS format. The state is in transition to the most current NEMSIS standard. Of the current 210 (FY19: 203) agencies submitting, 90% (FY19: 66%) are submitting in V3. Florida remains the largest V3 submitting state to NEMSIS FY21 NEMSIS Project: 219 of 291 licensed agencies submitting to EMSTARS, of which 215 (98.17%) of the 219 EMSTARS reporting agencies are submitting by V3 standards. FY22 NEMSIS Project: Objective- Publish Florida Data Dictionary to reflect NEMSIS V3.5 by 12/2021
8.5b	Implement training on current data dictionary standards • Conduct work sessions to continue to maintain Florida data standards, business rules and implementation of best practices consistent with NEMSIS.	Number of trainings conducted	Annually	FDOH	Anticipate formal adoptions of Florida V3.5 data dictionary by 12/2021 Anticipate training on V3.5 to begin December 2021 and continue on a quarterly basis Continuing quarterly EMSAC BioSpatial Training: FY21 NEMSIS Project: • 6 completed EMSAC Data Committee work sessions on: 11/17/20; 2/9/21; 2/24/21; 3/3/21; 3/23/21; 4/27/21. • Participated in biweekly Technical advisory calls; NEMSIS TAC and NASEMSO annual meetings TBD. FY22 NEMSIS Project- Anticipate 4 EMSAC Data Committee work sessions and participation in NEMSIS TAC and NASEMSO annual meetings.

| 8.5c | Track the percent of EMS runs that are in compliance with the current NEMSIS standard | Number of EMS submitting agencies transitioned to current standard | | | FY21 NEMSIS Project: 219 of 291 licensed agencies submitting to EMSTARS, of which 215 (98.17%) of the 219 EMSTARS reporting agencies are submitting by V3 standards.
V3.3.4 = 39 - 18.14% of all v3 agencies
V3.4 = 176 - 81.86% of all v3 agencies |

Objective 9: *Improve timeliness of traffic records systems by December 2021.*

Strategy 9.1: *Improve timeliness of the* **Crash Data System** *by increasing the number of crash reports received within 10 days.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.1a	Develop outreach program and provide training with LEAs to increase their interest in electronic submissions	Number of training classes with LEAs conducted	Annually	FLHSMV	FY20 Crash and UTC Data Improvement Project: FLHSMV continued to distribute scorecards each quarter, which covered accuracy, completeness, and timeliness of crash data; FY21 Crash and UTC Data Improvement Project to establish a crash location accuracy measure and baselines for improvement and add the new crash location accuracy measure to the quarterly scorecards and educate law enforcement about this new measure. FY22 Crash and UTC Data Improvement Project: Continue distribution of scorecards each quarter, which cover accuracy, completeness, timeliness, and crash location accuracy of crash data (pending approval).
9.1b	Decrease time from crash date to date of crash submission by scan and data entry process by 5 percent annually	Percent of crash reports submitted electronically (baseline is 60 percent; target – 10% increase yearly); Percentage of crash records aged more than 10 days	Annually	FLHSMV	FY20 Update: 313 agencies are submitting crash reports electronically **Baseline Period** (4/1/19-3/31/20): 571,377 of 708,710 (80.62%) submitted w/in 10 days FY21 Update: 98.39% of LEAs are submitting crash reports electronically **Current Period** (4/1/20-3/31/21): 446,755 of 548,872 (81.40%) submitted w/in 10 days

Strategy 9.2: *Improve timeliness of the* **Roadway Data System***.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.2a	Perform a Quality Assurance Review Program for all Districts within 2 years	Number of District reviews conducted	Quarterly	FDOT	Natural Disaster and Travel ban impacted schedule (only 2 field visits conducted) but in office review was conducted
9.2b	Perform District Quality Evaluations to ensure Districts are meeting deadlines (RCI, HPMS, RITA, SLDs, Key Sheets, etc.)	Number of Evaluations completed	Biannually	FDOT	Completed all periods- Ongoing

Strategy 9.3: *Improve timeliness of the* **Driver Records System** *by measuring both the internal and external average of the length of time between the occurrence of adverse action by a driver and the time it takes for that information to appear in the FLHSMV database.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.3a	Reduce the average time required for disposition information to be added to the driver record • Establish a baseline for the length of time it takes an adverse action by a driver to be entered into the DHSMV database (external measure) • Establish a baseline for the length of time it takes for disposition information to be added to the driver record (internal measure)	Average number of days from the date of a driver's adverse action to the date the adverse action is entered into the database (target – 2% reduction per year); Average number of days from the date of citation disposition notification by the driver repository to the date the disposition report is entered into the database	Annually	FLHSMV	Requested grant to work on improving TCATS submissions September 2018/2019. Citation Inventory System will be included in the department's Motorist Modernization Phase II re-write of our systems. 2020 electronic Citation submission is 94.93% received electronically an increase of 1.31% from 2019. UTC has a timeliness report for dispositions which can be ran statewide or by county.

Strategy 9.4: *Improve timeliness of the* **Citation/Adjudication System** *by reducing the time between citation issuance and disposition.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.4a	Establish a baseline for timeliness			FLHSMV/ Clerks	UTC has a timeliness report for dispositions which can be ran statewide or by county.
9.4b	Increase the number of Clerk of Courts submitting citations electronically	Number of Clerks submitting electronically		FLHSMV/ Clerks	FY20- As of March 2020, 5 COCs do not accept E- Citation processing FY21- As of March 2021, 3 COCs do not accept E- Citation processing All 67 clerks submit electronically to FCCC. There are 326 Law Enforcement agencies using E-Citations.

9.4c	Identify counties/agencies with longer average processing times between the issuance of a citation and the disposition; work with these counties/agencies to reduce average processing time	Average number of days between citation issuance and disposition		Clerks	The department is reviewing Citation Inventory, to identify the citation offenses received and the department has not received a disposition within 365 days. This data is sent to the individual clerks to review and advise the status of each citation identified. If a disposition has been rendered the clerk notifies the department of their research. Any disposition we do not have in the system are transmitted to the department through the TCATS system.
9.4d	Continue education efforts on the benefits of electronic data submission to the Clerks			FLHSMV/ Clerks	FY20 Crash and UTC Data Improvement Project: FLHSMV conducted 4 UTC virtual train-the-trainer workshops with 116 participants across 33 agencies, reviewed COC case management systems to encourage electronic reporting. FY21 Crash and UTC Data Improvement Project: FLHSMV will conduct 4 UTC training events, which will discuss the benefits of electronic reporting. Training materials have been created. 2020 electronic Citation submission is 94.93% received electronically an increase of 1.31% from 2019.
9.4e	Continue outreach program with Law Enforcement Agencies to increase their interest in and awareness of e-citation programs	Number of LEAs educated on e-citation programs		FLHSMV	44 law enforcement agencies (LEA) have been identified for using paper citations only. An email has been sent to the directors, chiefs and Sheriffs over these agencies. The email explains the reasons to go with electronic submission. We are requesting to know when their agency plans to move towards electronic submission and provided the approved eCitation vendors list for their review. The department's goal is to be 100% electronic. We are waiting to hear back from the agencies with their response. 11 responses were received back from the contacted LEAs, and the results are as follows: Zero anticipated less than 6 months (0%) Five anticipated 6 months -1year (46%) Three anticipated 1-2 years (27%) One anticipated more than 2 years (9%) One stated only if it is made mandatory and the other agency was dissolved. (18%)

Strategy 9.5: *Improve timeliness of the* **EMS System** *by continuing to monitor timeliness of submission indicators.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.5a	Continue to define timeliness measures and monitor quarterly	Percent of EMS run reports sent within 10 hours..	Quarterly	FDOH	**FY20:** 51.58 %　　　　　0-1 day (within 24hrs) 11.5 %　　　　　2-7 days 9 %　　　　　　8-30 days 26.9 %　　　　　GT 30 days **FY21 update:** 68 %　　　　　0-1 day (within 24hrs) 13 %　　　　　2-7 days 8 %　　　　　8-30 days 11 %　　　　　GT 30 days FY21: Project: increase in timeliness measure to 70% of EMS runs reports sent within 10 hours of run

Strategy 9.6: *Improve timeliness of the* **Trauma System** *by establishing timeliness performance measure.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.6a	Establish timeliness performance measures	Performance measures established	December 2018	FDOH	

Strategy 9.7: *Improve timeliness of the* **Vehicle System** *by reviewing the vehicle dataset to identify trends and gaps in the current process.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.7a	Establish a process for gathering data, analyzing the data, and monitoring results regularly. • Review and evaluate existing vehicle data to establish performance measure for timeliness	Timeliness issues identified for performance measure	Quarterly	FLHSMV	FY22 Driver and Vehicle Data Quality Improvement Project to begin identifying a process (pending approval).

GOAL 3: Provide the ability to link traffic records data.
Objective 10: Understand the needs of end users and stakeholders that require linked data by December 2021.

Strategy 10.1: *Convene Special Projects (E.g. NHTSA Go Team) to identify traffic records users/uses, contributors, linkages, & duplications of efforts.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
10.1a	Establish user and stakeholder needs by conducting crash data survey, research studies, assessments, etc. and implement findings/recommendations: • Conduct Cloud-Based TSIS Project to improve data sharing and identify integration opportunities to establish S4 Analytics as Florida's analytical central repository (Go Team Recommendation). Project will consist of the following: - Identify Current State Systems and Traffic Data Inventory - Document the Current State Data Management in place - Document Current State Systems Assessment to create a data blueprint - Develop High Level Cloud Architecture • Create a Diagram Tool compatible with S4's Geolocation Tool to be used by LEAs to improve crash data location (Go Team Recommendation) - Update FLHSMV's CRSCAN ingestion process to accept high resolution aerial photography in crash diagrams • Reduce crash systems by: - Enhancing S4 Geolocation Tool for FDOT crash analysts to verify crash locations within S4 Analytics to create a single unified crash location database - Develop a webservice to serve the crash report images directly from FLHSMV to eliminate distribution of crash data to S4 and FDOT crash databases - Develop process to fully synchronize FLHSMV and S4 crash databases to allow users access to the most current data available - FDOT CAR Analysis function to be moved and developed within S4 Analytics Environment (CAR Rewrite)	Survey conducted Implementation Plan and High Level Cloud Architecture Complete Tool Developed Number of high-resolution diagrams accepted in repository Tool Developed Webservice Developed Crash data elements matched		TRCC stakeholders	Go Team Phase II User Survey conducted 10/17/2018-10/28/2018. Results presented at 12/7/2018 TRCC Meeting. NH Final Report (Final Report- 1/31/2020) conducted GAP Analysis on CAR vs S4 capabilities and functions across geolocating, analytics and roadway reference category areas. • Florida Cloud-Based TSIS Project Scope approved by Data Subcommittee 2/1/21 and NH Phase I contract executed May 2021; Scope presented to EB on 4/9/21 at the TRCC Meeting. • Geolocation-Based Crash Diagramming and FDOT Crash Mapping to Improve Crash Location Timeliness and Quality Project - **FDOT Tool:** FY21 Technicalities and mockups completed 12/20; tool currently in development and to be operational by 9/21. FY22 will focus on enhancements, bug fixes, etc. - **Diagram Tool:** FY21 Tool developed; next steps to test within TraCS. FY22 enhancements, expand functions and pilot with TraCS Leas. • Central Crash Data Repository and Improved Crash Data Quality Project - **FY2**1 Light synchronization conducted between S4 and FLHSMV crash databases for 2011-2021 crash data. FY22 full synchronization to be completed. - **FY21** resolution discovered for high resolution acceptance; next steps to test/deploy. • State funds approved for FY21 and FY22 CAR Rewrite project. Kick-off meeting held 12/20.

10.1b	Create a framework for all system user needs based on findings of survey, research, assessments, etc. • Create Implementation Plan built on Agency/Stakeholder input to create strategy for data sharing across multiple agencies	Develop a framework for all systems	December 2021	Data System Owners / Data SC	Framework Implementation began in NH CAR/S4 Project. FY21 TSIS Cloud Project Scope finalized and will include: Implementation Plan; TR Inventory; and High-Level Cloud Architecture recommendation;
10.1c	Form a subcommittee of data system representatives	Committee established representing data system owners		TRCC Executive Board	Go Team/Data Subcommittee established. Continued efforts on "Special Projects": • NH FDOT CAR/S4 (Dec. 2019-Jan. 2020) Florida Cloud-Based TSIS Project (study) Scope approved on 2/1/21;

Objective 11: Define the framework by Identifying key data fields needed to facilitate linking traffic records information systems by December 2021.

Strategy 11.1: *Identify key data fields which should exist in all traffic records information systems.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes

11.1a	Data Subcommittee (from Action 10.1c) will participate in Florida Cloud-Based TSIS Project to assist NH with the following:
	• Implementation Plan to:
	  - Create a strategy for data integration within a cloud environment between the 6 TR systems.
	  - Project communications and governance
	• Identifying the Current State of the TR Systems to Create a Traffic Records Inventory to include:
	  - General overview of the TR systems
	  - Information on the owner, users, and contact info for the systems
	  - Descriptions and standards used for each system
	  - Master data and systems of record
	• Documenting the Current State Data Management to define business insights, user personas, data security and confidentiality requirements, and current data governance.
	• Documenting the Current State Systems Assessment and data blueprint to:
		Number of meetings participated in
		
		Implementation Plan created
		
		TR Inventory created
		
		Data blueprint created
			December 2021	Data Subcommittee TRCC Coordinator	Received Go Team Phase II funding to explore linkage possibilities. Final report June 10, 2019.
					
					NH CAR/S4 Project began documentation of Crash Business Models (current/future state) to map Florida's Crash System's physical and logical data flow to identify linkage and data improvement opportunities; GAP Analysis on CAR/S4 demonstrated benefits gained with the consolidation of location processes in a central database; (Final report provided 1/31/2020)
					
					FY21 S4 Analytics- to focus on data linkage opportunities between EMS/Crash/Citation/Roadway data (ongoing)
					 - Meeting held with stakeholders on 4/1/2021
					
					FY22 S4 will continue to determine EMS linkage opportunities, create an ETL process to obtain EMS data and develop tools to analyze the data.
					
					Florida Cloud-Based TSIS Project (study) Scope approved by Data Subcommittee on 2/1/21; Finalized Scope presented to EB on 4/9/21 at the TRCC Meeting.

	- Measure the relative strength and limitations of each system - Map traffic data flow against current systems involved in TR data exchanges - Define current data integration points and access methods - Identify current issues with data flow and integration - Identify how each core component validates the data collected				
11.1b	Progress update will be provided at quarterly TRCC meetings	Progress reports provided	Quarterly	TRCC Coordinator	Results presented at 12/7/2018 and 4/5/2019 TRCC Meeting: Go Team Phase II final report and survey results. FY20: Executive Board updated at April 3, 2020 TRCC meeting on the following: NH Final Report-FDOT CAR/S4 Project FY21: TRCC Meeting on April 9, 2021 EB was presented Florida TSIS Cloud Project Scope to be conducted by NH.

Objective 12: Expand integration of Traffic Records (TR) projects to maintain a uniform data collection platform across key data fields needed to facilitate linking traffic records information systems by December 2021.

Strategy 12.1: *Continue to support and increase Law Enforcement Agency (LEA) utilization of TR data collection systems/tools and S4 Analytics by providing the integration of Traffic Records Projects: Systems and/or Software.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes

12.1a	Track the utilization of traffic records systems/software for the following TR projects:
	• Tracs (Traffic and Criminal Software)
	• ELVIS (Electronic License and Vehicle Information System)
	• Signal Four Analytics' Geo-Location Tool
	• National Emergency Medical Services Tracking and Reporting System Version 3 standards
		Number of users/agencies	Annually	Project Leads	**FY20:**
					TraCS- 19,578 users / 179 LEAs
					ELVIS- 18,975 users / 197 LEAs
					S4's Geo-Location Tool
					  - Crash Reporting: 167 (TraCS) LEAs
					  - Citation Reporting: 115 (TraCS) LEAs
					S4 Analytics- 4,268 users / 850 agencies and vendors
					NEMSIS V3- 194 EMS Agencies
					
					FY21:
					TraCS- 26,030 users / 188 LEAs
					ELVIS- 22,284 users / 217 LEAs
					S4's Geo-Location Tool
					  - Crash Reporting: 183 or 91% of TraCS LEAs
					  - Citation Reporting: 13% of TraCS LEAs
					S4 Analytics- 5,111 users / 706 agencies and 189 contractors
					215 of 219 EMS Agencies submitting by NEMSIS V3 standards

12.1b	Improve key data field collection across traffic records reporting: • By integrating S4's Geo-location Tool w/TraCS crash and citation reporting • By integrating ELVIS with TraCS	Number of incidents Number of agencies	Annually	Project Leads	**FY21:** S4 Geo-Location Tool usage Oct. 1, 2020-April 21, 2021: - 110,222 crash reports - 92,135 citation reports - 34,304 traffic warnings - 6,824 tow sheets - 2,331 DUI Citations - 870 Parking Citation - 810 Field Interview Report - 147 Offense Incident Report - 54 Boating Warning - 123 Boating Citation **FY21:** ELVIS Usage: Total LEAs 217 99% or 188 TraCS LEAs agencies are using ELVIS

GOAL 4: Facilitate access to traffic records data.

Objective 13: Identify high priority user needs and develop a strategy to improve accessibility by December 2021.

Strategy 13.1: *Convene Special Projects (E.g. NHTSA Go Team) to conduct needs assessment for a Cloud-Based Traffic Safety Information System.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
13.1a	Identify agency to lead needs assessment	Needs assessment conducted (survey)	December 2021	FDOT FLHSMV	• Applied for Go Team Phase II funding to explore linkage possibilities. Survey conducted 10/17/2018-10/28/2018. Results presented at 12/7/2018 TRCC Meeting. • FY21: FDOT SSO to implement Florida TSIS Cloud Project. Scope approved 2/1/21; NH contract executed May 2021.
13.1b	Create a framework based on results from surveys or assessment projects • Create and distribute survey to receive stakeholder and user feedback on the accessibility of citation and adjudication data • Explore a possible UTC accessibility performance measure with baseline	Final assessment report delivered to TRCC Executive Board	December 2021	FDOT FLHSMV	• Go Team Phase II final report and survey results presented on 12/7/2018 and 4/5/2019 • FY20: NH Final Report findings for CAR/S4 Project presented on 4/3/20 • FY21: Florida TSIS Cloud Project Scope presented on 4/9/21 • FY22 Crash and UTC Data Improvement Project to begin on UTC survey (pending approval).
13.1c	Apply framework to Signal Four Analytics	Develop framework for all system needs	December 2021	FDOT FLHSMV FDOH UF	Executive Board updated at 4/3/20 TRCC meeting on the following: NH CAR/S4 Project: Crash Business Models (current/future state) to include consolidation- 2 CAR System functions (location and analytics) within S4 Analytics; CAR/S4 GAP Analysis. (Final report provided 1/31/2020) Executive Board updated at 4/9/21 TRCC meeting on the following: • FY21 TSIS Cloud Project Scope finalized and will include: Implementation Plan; TR Inventory; and High-Level Cloud Architecture recommendation to provide a visual of the transition to a Cloud based environment to include S4 Analytics as the analytical platform. • FY21 S4 Analytics- to focus on data linkage opportunities between EMS/Crash/Citation/Roadway data (ongoing) - Meeting held with stakeholders on 4/1/2021 FY22 S4 will continue to determine EMS linkage opportunities, create an ETL process to obtain EMS data and develop tools to analyze the data (pending approval).

Objective 14: Improve accessibility to data for all systems by December 2021

Strategy 14.1: *Increase public record data availability through online access.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
14.1a	Assist agencies with public facing websites to make data available through online access • Signal Four (S4) Analytics to develop public facing Florida Traffic Safety Dashboard (crash) • S4 Analytics to develop public facing dashboard for citations data	Number of users accessing traffic records data	December 2021	Executive Board/Data System Owners	• FY21: S4 Analytics currently provides linkage between crash, citation, and roadway data. Public facing portal developed for crash data and went live December 2020. • FY22 S4 will focus on expanding crash dashboard capabilities to include mobile platform as well as creating a citations data dashboard (pending approval). • FY21: S4 Analytics- to focus on data linkage opportunities w/EMS/Crash/Citation/Roadway data to enhance safety analysis (ongoing) • FY22 S4 will continue to determine EMS linkage opportunities, create an ETL process to obtain EMS data and develop tools to analyze the data (pending approval).
14.1b	Provide access to real-time summary data reports	Number of users accessing real-time summary data reports	December 2021	Executive Board/Data System Owners	See notes above;
14.1c	Implement web development standards to make data accessible as public data based on needs assessment	User satisfaction with (a) the quality of traffic records data, and (b) their ability to obtain the data when, where, and in the form needed.	December 2021	Executive Board/Data System Owners	See notes above;
14.1d	Provide federal, state, and local agencies with access to the linkable data among traffic safety information system databases • Conduct Florida Cloud-Based TSIS Project to improve data sharing and identify data integration opportunities		December 2021	Executive Board/Data System Owners	• S4 Analytics currently provides linkage between crash, citation, and roadway data. Public facing portal developed and went live Dec. 2020. FY22 will focus on citations data dashboard and continue identifying EMS linkage opportunities. • FY21: Florida Cloud-Based TSIS Phase I Project approved and executed May 2021.

GOAL 5: Promote the use of traffic records data.

Objective 15: Promote the understanding and use of available data.

Strategy 15.1: *Increase users understanding of what is available and its use/importance (systems, grant funding, etc.) by December 2021.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.1a	Maintain a metadata resource that describes available data and how it can be accessed		Ongoing	TRCC Coordinator	
15.1b	Post metadata resource on respective agency websites	Publish on TRCC Website	Ongoing	TRCC Coordinator	Information published on TRCC website

Strategy 15.2: *Educate users on what systems are available and how to use them by December 2021.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.2a	Conduct user training	Number of training sessions, type, frequency, online tutorials, PowerPoints	Annually	Project Leads	The following trainings were conducted: <u>Crash and UTC Data Improvement:</u> **FY20** Crash and UTC dates: Crash- 9/2/20 (virtual stakeholder meeting) UTC- 7/13/20 (2 sessions) and 7/20/20 (2 sessions). **FY21** Crash and UTC dates: UTC Workshops: TBD; Curriculum is being routed for approvals. <u>TraCS:</u> **FY20:** 13 user trainings- 10/2/19; 10/17/19; 10/23/19 (2 trainings); 11/7/19; 11/15/19; 11/20/19; 12/5/19 and 12/6/19 (1 training); 12/6/19; 1/9/20; 2/7/20; 2/19/20; 3/4/20; 6/16/20; 6/23/20; **FY21**: 21 user trainings-10/2/20; 10/8/20; 12/1/20; 12/14/20 (2 sessions); 12/15/20; 1/6/21; 1/29/21 (2 sessions); 2/3/21 (2 sessions); 2/18/21; 2/24/21; 3/5/21; 3/9/21; 3/14/21; 3/19/21; 3/22/21; 3/23/21; 3/24/21; 3/30/21; <u>Signal 4 and Geo-location:</u> **FY20** S4: 11/5/2019 at Ninth International Visualization in Transportation Symposium; 6/19/20 Intersection DB meeting w/FDOT; Geo-location: 4/27/20; 6/3/20; 8/6/20; 9/4/20; 9/23/20; 9/29/20; **FY21** S4: 2/9/21 (2 sessions); 2/10/21 (2 sessions); <u>FDOH NEMSIS Compliance:</u> **FY20:** EMSAC BioSpatial Training: 3/3/20, 6/10/20 EMSAC Data Committee: 10/2019; 1/2020; 3/3/2020, 6/10/20; NEMSIS TAC and NASEMSO: 08/2020; **FY21**: EMSAC Data Committee: 11/17/20; 2/9/21; 2/24/21; 3/3/21; 3/23/21; 4/27/21. NEMSIS TAC and NASEMSO: TBD; <u>ELVIS</u> **FY20:** 35 Remote Trainings: 10/14/19; 10/25/19; 10/28/19; 10/30/19; 11/4/19; 11/13/19; 11/19/19; 12/4/19; 12/6/19; 12/10/19; 12/19/19; 12/26/19; 1/10/20; 1/29/20; 2/24/20; 4/2/20; 4/14/20; 4/22/20; 5/18/20; 5/28/20; 6/1/20; 6/4/20;

				6/29/20; 6/30/20; 7/22/20; 7/23/20; 7/28/20; 8/12/20; 8/18/20; 8/20/20; 8/28/20; 9/2/20; 9/24/20; 9/30/20 (2 sessions) 10 In-person: 11/13/19; 11/15/19; 12/16/19; 12/17/19; 12/27/19; 1/2/20; 1/31/20 (2 trainings); 2/7/20 (2 trainings); 9 Demonstrations. **FY21:**20 Remote Trainings: 10/15/20; 10/16/20; 10/22/20; 10/30/20; 11/6/20; 11/18/20; 11/19/20; 12/9/20; 12/16/20; 12/21/20; 1/7/2 (2 sessions); 1/13/21; 1/22/21; 1/26/21 (3 sessions); 2/23/21 (2 sessions); 2/25/21; 1 In-person: 10/28/20; 4 Demonstrations **NOTE:** Most trainings were moved to virtual setting due to Covid-19 beginning March/April 2020;

Strategy 15.3: *Monitor utilization of traffic records data by December 2021.*

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.3a	Monitor utilization of traffic records data		Annually	Data System Owners	
15.3b	Monitor utilization of web-based system		Annually	Data System Owners	
15.3c	Report utilization results by month at quarterly TRCC meetings	Reports provided	Annually	Data System Owners	