

State of Florida Traffic Records Coordinating Committee Charter

Mission

Through the coordinated efforts of its member organizations, the Traffic Records Coordinating Committee (TRCC) will facilitate and support improvements to the creation, implementation, and management of a traffic safety information system that provides accessible, accurate, complete, consistent, integrated, and timely traffic safety data to the State of Florida. The TRCC Executive Board shall include policy level representatives of the following data systems: Crash Data, Roadway Inventory, Citation/Adjudication, EMS/Injury Control, Driver License/Driver History, Vehicle Title and Registration.

Governance of the TRCC

The TRCC will consist of multi-tiers, which includes Executive and Technical committees, and other stakeholder representation to assist with the improvement of traffic records in the State of Florida. The TRCC Executive Board will elect the chair and vice chair of the TRCC from among its membership. The vice chair will serve as chair in his/her absence. The TRCC Executive Board will meet at least once annually and the TRCC will hold at least three meetings annually. A majority vote of the members present at a meeting of the Executive Board will be sufficient to conduct TRCC business. At least four members of the Executive Board must be present to conduct business. Executive Board members who are unable to attend a meeting may provide their written proxy for voting purposes.

The Executive Board can create technical committees to perform work for the board. Membership on these committees can include representatives from any Florida entity that contributes to or makes use of the traffic safety information system. The chair of the Executive Board will appoint committee chairs.

Membership on the TRCC

The membership of the TRCC Executive Board should include representatives of the Department of Transportation, Department of Health, Department of Highway Safety and Motor Vehicles, Agency for Health Care Administration, the State Court System, Florida Highway Patrol, and Florida Police Chiefs and Sheriffs Associations. Members of the Executive Board will be appointed by the heads of their respective agencies. The Executive Board can vote to extend membership on the Executive Board to other Florida entities, public or private, that are part of the traffic safety information system.

Technical committees can meet as often as needed to perform the work assigned by the Executive Board, and committee chairs shall report committee activities to the Executive Board Chair as necessary. Representatives from all Florida stakeholders that are part of the traffic safety information system can participate on the TRCC, but only Executive Board members can vote on TRCC business.

Purpose

To ensure that accurate, complete, and timely traffic safety data is collected, analyzed, and made available to those agencies and individuals that need the information. Key functions will include, but not be limited to:

1. Maintain authority to review Florida's highway safety data and traffic records systems;
2. Provide a forum for the discussion of highway safety data and traffic records issues and report on any such issues to the agencies and the organizations in the State that create, maintain, and use highway safety data and traffic records;
3. Consider and coordinate the views of organizations in the State that are involved in the administration, collection, and use of the highway safety data and traffic records system;
4. Represent the interests of the agencies and organizations within the traffic records system to outside organizations;
5. Review and evaluate new technologies to keep the highway safety data and traffic records systems up-to-date;
6. Assist traffic data stakeholders with obtaining funds to support and improve traffic records;
7. Approve Florida's annual Section 405(c) application submitted by the Florida Department of Transportation (FDOT) to the National Highway Traffic Safety Administration;
8. Approve the award of Section 405(c) funds received by the FDOT; and
9. Review and approve the update or revision to the Florida Traffic Safety Information System Strategic Plan.

Committee Functions

The traffic records coordinating committee shall—

- (i) Have authority to review any of the State's highway safety data and traffic records systems and any changes to such systems before the changes are implemented;
- (ii) Consider and coordinate the views of organizations in the State that are involved in the collection, administration, and use of highway safety data and traffic records systems, and represent those views to outside organizations;
- (iii) Review and evaluate new technologies to keep the highway safety data and traffic records system current; and
- (iv) Approve annually the membership of the TRCC, the TRCC coordinator, any change to the State's multi-year Strategic Plan required under paragraph (c) of this section, and performance measures to be used to demonstrate quantitative progress in the accuracy, completeness, timeliness, uniformity, accessibility or integration of a core highway safety database.

John Bixler
TRCC Chair



Jim Boxold
Governor's Representative



Revised: September 16, 2015