



Florida Traffic Records Coordinating Committee Executive Board Meeting

Friday, May 11, 2012, 9:00 am - 4:30 pm
 Florida Department of Transportation
 Burns Building Auditorium
 605 Suwannee Street, Tallahassee

Agenda

ITEM #	DESCRIPTION	TIME	LEAD
1	Welcome and Introductions	9:00 am	Danielle King
	BACKGROUND: Introduction of TRCC Executive Board Members, Technical Committee Members and guests.		
MINUTES:			
2	Section 408 Funding Request Presentations - Field Data Collection for NEMSIS Compliance	9:15 am	Florida Department of Health
	BACKGROUND: Funding Requested for FY 2013: \$569,272 Florida is in compliance with NEMSIS version 2.2.1 but will need to begin its transition to NEMSIS version 3 immediately to enable continued compliance with the current version until it is phased out and to ensure completion of the new state compliance process for NEMSIS version 3 by 2013. Resources (contractual services) are required to assist in developing and maintaining complete, accurate, uniform, and timely EMS data as a major component of the Traffic Record Information System (TRIS). These resources will concentrate on the improvement of the completeness of Florida's EMS System data by continuing to increase the number of agencies submitting to the state repository in compliance with the current National EMS Information System (NEMSIS version 2.2.1) program, and to begin implementation and compliance for the new NEMSIS version 3 required standards; both of which furthers the implementation of the EMS Prehospital Data Collection and Reporting System and enables greater usage of the EMS Data Mart for linkages and integration with other data sets.		
MINUTES:			
3	Section 408 Funding Request Presentations - Crash Records Data Improvement Plan	9:45 am	Department of Highway Safety and Motor Vehicles
	BACKGROUND: Funding requested for FY 2013: \$127,500 This project would address deficiencies related to the accuracy and completeness of crash reports and crash data stored by DHSMV, the state's custodian of crash records, and the Department's inability to meaningfully report on the accuracy and completeness of crash		



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	<p>reports. The proposed project would address the following deficiencies: logic inconsistencies resulting from a lack of cross-field logic edits (Daytime crashes coded as Dark; Nighttime crashes coded as Daylight); weak single field pattern constraints (a high percentage of records with values that were not consistent with correct VIN's); a lack of analysis of data fields to determine the over use of "unknown" or "other", resulting in a lack of established completeness metrics, and the inability to provide specific feedback to individual law enforcement agencies.</p>		
MINUTES:			
4	<p>Section 408 Funding Request Presentations - Expanding Accessibility, Utilization and Data Integration of Signal Four Analytics</p> <p>BACKGROUND: Funding requested for FY2013: \$179,950</p> <p>The State of Florida has invested considerable resources in the development of Signal Four Analytics, a statewide crash analysis system that allows local, regional, and state agencies to map, analyze, and create statistical reports of crashes in a consistent, uniform, and timely fashion. Leveraging the unified statewide GIS basemap and loaded with complete crash records for 2006 thru 2011, and FHP-only for 2012-to-date, Signal Four Analytics currently supports nearly 300 users representing 20 different agencies. However, several problems still remain. Resolution of these problems will contribute to four of the TRCC long vision goals: data quality, integration, accessibility and utilization.</p>	10:15 am	University of Florida
MINUTES:			
5	<p>Section 408 Funding Request Presentations - Data Acquisition and Sharing (DASH) for Traffic Records Injury Prevention Program (TRIP) - Phase III</p> <p>BACKGROUND: Funding Requested for FY 2013: \$119,165</p> <p>In response to the adverse impact of motor vehicle crashes upon public health, we have created (with NHTSA Sec. 408 support through TRCC) a virtual warehouse and analysis</p>	10:45 pm	University of Florida



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	<p>system for crash related data called TRIP (Traffic Records Injury Prevention Program). Our TRIP system inputs, integrates, and analyzes crash data, to form an integrated picture of one or more vehicular crashes. We have also developed the DASH system (Data Analysis and Sharing) that facilitates the acquisition, cleaning, error checking, and transformation of data for TRIP. In this proposal, we discuss (a) extending the coverage of DASH to multiple data sharing districts, in addition to those developed in FY2011 and FY2012; as well as (b) the development of a "gold standard" dataset for demonstrating and exemplifying the TRIP/DASH data acquisition and analysis process; and (c) porting of the TRIP system to a State of Florida agency.</p>		
MINUTES:			
6	<p>Section 408 Funding Request Presentations - A Unified and Sustainable Solution to Improve Geo-Location Timeliness and Accuracy</p>	11:15 pm	University of Florida
	<p>BACKGROUND: Funding Requested for FY2013: \$39,492</p> <p>In summary, Florida has a unified basemap and a unified crash form but is missing a unified crash geolocation and validation method. A statewide long term unified and sustainable solution is critically needed. We propose to solve the geo-location problem and eliminate the majority of the recurring cost, increase timeliness and increase the accuracy by creating a unified geo-location and validation service that can be accessed via the internet by any electronic crash data collection system of any vendor in Florida. The concept is similar to the validation of driver and vehicle information whereby driver license and tag information are electronically transmitted to Tallahassee for immediate verification during the process of filling out a report. We would develop a web service solution that will accomplish the geo-location and validation of the location in a similar fashion using the Florida unified basemap.</p>		
MINUTES:			
<p>11:45 to 1:00 pm *** LUNCH BREAK ***</p>			



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7	<p>Scoring/Ranking Process for Project Prioritization</p> <p>BACKGROUND:</p> <p><u>Four -Box Classification of Projects:</u> Members of the TRCC will be asked to reach consensus on how to classify each of the five projects using the “four-box” analysis model.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; width: 80%;"> <tr> <td style="text-align: center; padding: 10px;"> <p>A. Low Cost – Big Return (5 pts.) (Cheap with good performance measures to report)</p> </td> <td style="text-align: center; padding: 10px;"> <p>B. Big Cost – Big Return (3 pts.) (Expensive but good performance measures to report)</p> </td> </tr> <tr> <td style="text-align: center; padding: 10px;"> <p>C. Low Cost – Small Return (2 pts.) (Cheap but few performance measures to report)</p> </td> <td style="text-align: center; padding: 10px;"> <p>D. Big Cost – Small Return (1 pts.) (Expensive and few performance measures to report)</p> </td> </tr> </table> <p>NOTE: Average project proposal cost (projects presented today) = \$206,676 Average project proposal cost (all proposals submitted) = \$124,583</p> <p><u>Impact on Deficiencies and Performance Goals:</u> Each participant should then consider each project in terms of its expected impact upon deficiencies and performance goals/objectives (ability to demonstrate progress in terms of the long-term impact on performance goals). Members of the TRCC will be asked to assign a 1-5 (5 being highest) point value for each project.</p> <p>5 - Very Significant Impact 4 - Significant Impact 3 - Some Impact 2 - Little Impact 1 - No Impact</p> <p>DESIRED OUTCOME: To provide TRCC Board Members with an understanding of the project ranking/ prioritization process.</p>	<p>A. Low Cost – Big Return (5 pts.) (Cheap with good performance measures to report)</p>	<p>B. Big Cost – Big Return (3 pts.) (Expensive but good performance measures to report)</p>	<p>C. Low Cost – Small Return (2 pts.) (Cheap but few performance measures to report)</p>	<p>D. Big Cost – Small Return (1 pts.) (Expensive and few performance measures to report)</p>	1:00 pm	Dena Snyder
<p>A. Low Cost – Big Return (5 pts.) (Cheap with good performance measures to report)</p>	<p>B. Big Cost – Big Return (3 pts.) (Expensive but good performance measures to report)</p>						
<p>C. Low Cost – Small Return (2 pts.) (Cheap but few performance measures to report)</p>	<p>D. Big Cost – Small Return (1 pts.) (Expensive and few performance measures to report)</p>						
MINUTES:							
8	<p>Board Discussion</p> <ul style="list-style-type: none"> • Discussion on use/funding of TRACS • Discussion on grant proposals/ranking 	1:15 pm	TRCC Executive Board				



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ITEM #	DESCRIPTION	TIME	LEAD
	<p>BACKGROUND: Board members will discuss use/funding of TRACS, as well as grant proposals/presentations</p> <p>DESIRED OUTCOME: Discussion of any remaining questions/concerns regarding project presentations and grant proposals and merit of applications idea/concepts.</p>		
MINUTES:			
9	<p>Discussion and Board approval of prioritization results</p> <p>BACKGROUND: The ballots will be tallied by the TRCC Coordinator, and the prioritization results will be presented to the Board. There will be an opportunity for discussion and Board approval of the results.</p> <p>DESIRED OUTCOME: Board will prioritize projects to be funded during the upcoming Section 408 application cycle.</p>	<p>1:45 pm</p>	<p>TRCC Executive Board</p>
MINUTES:			
10	<p>Next Steps</p> <p>BACKGROUND: Danielle will provide an overview of what was accomplished during today's meeting and how the TRCC will move forward with projects in the future.</p>	<p>2:00 pm</p>	<p>Danielle King</p>
MINUTES:			
11	<p>Adjourn</p>	<p>2:30 pm</p>	<p>Danielle King</p>
MINUTES:			



**Florida Traffic Records Coordinating Committee
Executive Board Meeting
Meeting Summary
May 11, 2012**

Participants

Executive Board Members

John Bixler, Chair, Florida Department of Health
Cheryl Stewart, Vice Chair, Police Chief's Association
Dana Reiding, Department of Highway Safety and Motor Vehicles
Grady Carrick, Florida Highway Patrol
Danielle King, TRCC Coordinator, Florida Department of Transportation

Other Participants

Mark Schmalz, University of Florida
Tom Benton, University of Florida
Ilir Bejleri, University of Florida
Stephanie Daugherty, Florida Department of Health
Brenda Clotfelter, Florida Department of Health
Dorothy Hill, Department of Highway Safety and Motor Vehicles
Dee Dee Holley, Department of Highway Safety and Motor Vehicles
Maureen Johnson, Department of Highway Safety and Motor Vehicles
Tom Austin, Department of Highway Safety and Motor Vehicles
Dena Snyder, Cambridge Systematics
Mary Frasca, Cambridge Systematics

Section 408 Funding Request Presentation - Field Data Collection for NEMSIS Compliance

Brenda Clotfelter, Florida Department of Health

Funding requested for FY12/13: \$569,272

Brenda presented on the project background, major accomplishments for FY 11/12, current status, and activities proposed for FY12/13. The TRCC goals for EMS data quality (completeness, accuracy, uniformity, timeliness) have been incorporated into DOH's Strategic Plan. Project objectives and performance measures for FY12/13 include the following:

- 1) Increase completeness and consistency: % agency participation, % of all Florida runs.
- 2) Improve accuracy of EMS record systems: data validation score, % missing critical data (Social Security Number and primary impression are critical data elements).
- 3) Improve uniformity of EMS records system
- 4) Improve timeliness of data submissions and availability: Mean time from incident to availability, percent of reports sent within 10 days of incident, % reports sent within 30 days of incident.
- 5) Improve integration of data. Continue data linkage efforts for pre-hospital data with other critical datasets

Board members questions and response are as follows:

- Dana inquired about maintenance costs for the software. These would be covered. There is a one year warranty on the software, and coverage beyond that would be done through the EMS trust fund.
- Dana asked what would happen if the project doesn't receive funding. DOH would stay in compliance with NEMSIS 2.1 until they reach a point they are no longer in compliance.
- Danielle asked if the licensing fee is a one-time cost. DOH included a request for the hosting fee in the grant application.
- Dana inquired about the number of state staff assigned to the project. State staff includes Stephanie Daugherty, John Ross, Steve McCoy, and Karen Card. Staffing was considered in development of long term strategy – staff hours are going down, and the State is picking up more of the staff costs. John Bixler noted that DOH returned \$150k in grant funding last year, and they anticipate returning at least \$100k this year. The effort will be completed in September 2013.
- Dana asked if participation is based on voluntary compliance on the part of local agencies. Yes, it is. The benefit to them is better information that wasn't available to them before. Participation is really being pushed by the vendors. DOH is now linking with AHCA data, so they are working on developing reports that will show patient outcomes. They would also like to link with Vital Statistics in the next few years. NEMSIS is working on a reporting template that will allow agencies to compare themselves nationally and with other state agencies.

Section 408 Funding Request Presentation – Crash Records Data Improvement Plan

Maureen Johnson, *Department of Highway Safety and Motor Vehicles*

Funding requested for FY12/13: \$127,500

The current project met its objective of achieving 60% electronic crash reporting. This grant proposal would implement strategies to resolve weaknesses identified in the 2011 CDIP assessment, specifically to improve crash accuracy and completeness.

Board members questions and response are as follows:

- Cheryl asked whether the validation rules to improve accuracy were internal and not based on law enforcement input. The validation rules would carry over to agencies as a training mechanism.
- Danielle asked whether this would carry over to statewide training. DHSMV has a pending grant that will provide training to improve crash data. They also have 6 law enforcement liaisons in the field to educate agencies on common errors and reporting problems.
- Dana noted that with citations, they have an ICD that includes business rules. With crash, there are no business rules, but they do have data. Would this project include definitions? Yes, it would include business rules and plain language definitions. These would be provided to vendors to incorporate into the validation rules for electronic crash reporting. This would be a good area to obtain support from UF. DHSMV did talk to purchasing, and UF is exempt and would be able to receive funds for the project. Danielle noted that as the TRCC grant funding coordinator, she doesn't have a problem if the TRCC approves a process to give funding to UF. If the applying grant agency agrees that it is easier for another agency to do the work (and that agency is a member of the TRCC), there is no problem in doing that. We have until October to negotiate between the two agencies.

- Dana inquired about the use of long forms now that Florida law has changed to require short forms as of July 1. Short form data will be included, but performance measures don't include improvement for short forms because they have no way to measure this. It would be possible to add a measure regarding completeness of the entire data form. Both the 2011 TRA & CDIP suggested that short forms be included. Danielle noted that completeness of total crashes submitted is a more appropriate measure.
- Danielle inquired about the data berth. Some information could be auto populated. The data berth comes more into play with manual reporting.

Section 408 Funding Request Presentation - Expanding Accessibility, Utilization and Data Integration of Signal Four Analytics

Ilir Bejleri, University of Florida

Funding requested for FY12/13 - \$179,950

Ilir provided an overview of the current system status, proposed tasks for FY13, and the TRCC goals and objectives supported by the project. The primary objectives for FY13 are to expand accessibility and utilization, and to integrate citation analysis. The project will contribute to the TRCC's goals related to data quality, integration, accessibility, and utilization.

Board members questions and response are as follows:

- John inquired about the staffing plan for the project. The budget is primarily dedicated to salaries/expenses, with a small portion dedicated to computer support. Proposed staff includes a database architect, application architect, a software developer, and two graduate students to support data analysis/geocoding.
- Cheryl asked about plans for expansion. She observed that the number of users and agencies seems very small. One of the biggest tasks going forward is marketing and outreach. The project is just moving out of pilot phase, so the user base is substantial considering it has been opened up for just a few months. S4A is now using historical data for 2006 through 2011. The data is good for engineering analysis, but law enforcement needs more current data to support development of quarterly reports. One task is to develop a process to support daily loading of data so that the most current information is available to users. Cheryl observed that it is good that DUI information is included, because DUI checkpoints have to be justified, and this application would support that. Danielle is developing a PowerPoint that will market all of the available TRCC projects and applications.
- John asked if the project is using Florida's Unified Roadway Basemap. Yes, it's been a great resource. Ilir noted that there is a larger law enforcement user base than engineers, which is why they are pushing to incorporate citations.

Section 408 Funding Request Presentation - Data Acquisition and Sharing (DASH) for Traffic Records Injury Prevention Program (TRIP) - Phase III

Mark Schmalz, University of Florida

Funding requested for FY12/13 - \$119,165

Dr. Schmalz provided an overview and history of DASH/TRIP, update on current progress, and proposed work for FY 12/13. The funding request is significantly less than previous years because technology development for TRIP will be complete by the end of this fiscal year. The goals for the

upcoming year are to expand DASH/TRIP statewide, develop a Gold Standard dataset, investigate the migration of TRIP/DASH to state agencies, and provide education and training for DASH and TRIP.

Board members questions and response are as follows:

- Dana asked if anyone is actually using the system. Yes, the Metro Orlando Trauma Center is using it to analyze/model what is going on in Trauma operations. UF will include directions on the project website on how to log in/use the system.
- John asked if the project team has approached Orange County Fire/Rescue to participate. Yes, they have. John noted that there are currently 26 verified Trauma Centers, and now there will soon be 27.
- Dana asked what would happen to DASH/TRIP if they don't receive funding. The program would probably end, because internal university funds are not available to continue it. They are proposing to get the system into at least one state agency so they can provide technology, integration strategies, and software to help implement it at the state level.
- Danielle asked whether UF has had discussions with DOH, AHCA, and other agencies who deal with health data, since the system is most relevant to the medical community. The project team is just beginning those discussions, and it is included as a subtask item for the proposed project.
- Dana agrees that it is more healthcare based. DHSMV wouldn't really work with this type of data.
- DOH noted that they would have to get the Trauma group involved, as well as AHCA. Brenda suggested that the system be presented to the Data Committee (EMS/Trauma) at DOH. Is the intent to move the technology to a state agency? The idea is to provide it and let them decide what data is most useful.
- Chf. Carrick noted that although the project has been a success as a proof of concept, what is the value of expanding it to other centers without a specific need or user base in place? There is practical value in that data has been integrated and can be queried. Brenda suggested a need to have a conversation with state agencies to decide how to move the project to the next level. Danielle suggested that additional marketing could help with this process. The TRCC role should be to help identify a champion for the effort and improve its visibility. Brenda suggested that Injury Prevention could be a major stakeholder. John reported that DOH isn't in a position to champion this effort right now.
- The TRCC concluded that they would be open to funding a smaller amount to determine if there is a market for the project. Stephanie suggested that there probably is a market, but people just don't know about it.

Section 408 Funding Request Presentation - A Unified and Sustainable Solution to Improve Geo-Location Timeliness and Accuracy

Ilir Bejleri, *University of Florida*

Funding requested for FY12/13 - \$39,492

Ilir provided an overview of why geolocation is important, current problems with geolocation, and a proposed solution. There are two options - a web service solution or a web application solution. This project would involve development of a prototype, small scale testing, documentation of the results, and development of requirements for full scale implementation. The project will contribute to the TRCC's goals related to data quality and integration.

Board members questions and response are as follows:

- Danielle inquired about the challenge of geo-locating interchange points. Ilir acknowledged this is challenging; however, with Signal 4 they use Google Street View to solve this problem, and he believes they can easily resolve this issue with testing.
- Danielle asked whether officers had access to complete missing information at a later date/location, in cases where internet access may not be available in the field. Ilir noted that officers would have access onsite or at the office and the information can be updated at any time.
- Danielle asked if the geo-location will be validated. In order to save a report, and have it approved by a supervisor, geo-location information must be validated through the system.
- Cheryl inquired as to where the server would be located. Ilir suggested that during the development and testing of the project, the server would be hosted at the University. Once final, the Board can determine where to house the server long-term (DOT, DHSMV, etc.).
- Cheryl acknowledged that next steps will include additional funding for full-scale implementation. Ilir confirmed that next steps will require working with individual vendors to implement the system and then training officers. From there, the TRCC Board will determine where to host the server.
- Dana asked if UF would be working with one vendor for the prototype. Dana then inquired whether Chief Carrick/FHP would be interested. Chief Carrick noted that he and Ilir have discussed this option but that he suggested this be tested with a smaller agency and vendor. Danielle noted that FDOT already pays TraCS; therefore, TraCS can conduct testing for this project.
- The Board agreed that of all the applications this year, this project was the most innovative.
- Brenda noted she was very excited about this project. Although EMS is not ready at this time, she can envision using the same process, with different implementation, in the future. Ilir noted the engine would be the same for both options but the way you interface it for the client would change.

Scoring/Ranking Process for Project Prioritization

Danielle King, *TRCC Coordinator*

The Board was familiar with the ranking/project prioritization process that includes the traditional four-box classification of projects, along with a secondary rating system based on project impact on deficiencies and performance goals/objectives. The Board determined more information is needed from the 30 local agencies that submitted grant proposals in order to prioritize these projects. Therefore, Board members completed the ballot for the six projects categorized as “institutional/statewide”.

Board Discussion

Danielle King, *TRCC Coordinator*

There was general discussion regarding prioritization of the 30 grant proposals received from local law enforcement agencies. The Board determined that it is difficult to rank the projects because 30 of the applications were basically asking for the same thing and roughly 14-15 were virtually identical. In addition, crucial data needed for appropriately assigning funds was missing.

During the discussion, Dana Reiding provided 2010 crash and citation reporting rates for the applicant agencies for the Board's review. The Board concluded Ponce Inlet PD and Wakulla SO appeared to be reasonable requests considering the number of citations written compared to funding amounts, while Jacksonville Aviation PD and Lake Mary PD requests seem unreasonable based on low citation reporting rates. Treasure Island PD and Titusville PD requested significant funding for equipment, which may need to be considered for partial funding. Longboat Key PD was flagged because DHSMV could not locate any data.

Previous email communication indicated the Board was not in favor of funding software requests, due to the fact that TraCS is provided by the State at no cost to agencies. Danielle reminded the Board of the TRCC's ultimate goal to collect electronic data. If an agency is working with a vendor to implement a software solution and they are only requesting funding for equipment to fully implement this solution, the Board may still want to consider awarding funding. However, Danielle also raised the point that DHSMV is the only organization that has statutory authority to charge for crash forms. When agencies use software other than APS, it costs the state potential revenue. As APS markets their solution, they will point out that agencies are not in compliance with Florida Statute and that it's costing the state money to use other software, which must also be considered.

The Board learned that DHSMV also advertised grant funding opportunities during the same time frame of the Section 408 funding notification. Dana explained that their grant opportunities are chartered to improving commercial vehicle crash data, which is currently in the red. Also, DHSMV is working with smaller agencies to provide used laptops. Danielle reported that OMCC/FHP cycles out laptops every two years, which could also be used to fulfill equipment requests.

The Board discussed many considerations including the fact that Section 408 funds cannot be used for maintenance/warranties pursuant to law 2 CFR 225 (regarding allowable/unallowable cost for federal grants for State, Local and Indian Tribal governments).

During the last grant cycle, standard structure testing to minimize error rates was implemented, and all eCitation vendors were to be tested. Of approximately 16-17 eCitation vendors, roughly 10 have completed testing and have either passed or have a pending status (e.g., APS and TraCS). Other vendors have not conducted testing (e.g., Iyetek). Dana raised this issue as another point to consider when assigning funding.

Dana noted that software vendors provide solutions to both eCitation and eCrash, not just eCitation. In assigning funding, the Board may want to consider requiring agencies to provide both eCitation and eCrash reports, for agencies where only eCitations were referenced in the application. Danielle mentioned that if funding is contingent upon submitting both, we'll need to confirm that all Clerk of Courts are ready to handle such submissions.

The Board made the final decision to not accept the one late proposal submitted.

Discussion and Board Approval of Prioritization Results

Danielle King, *TRCC Coordinator*

The Board prioritized the six projects categorized as “institutional/statewide projects”. The projects were ranked as follows:

1. A Unified and Sustainable Solution to Improve Geo-Location Timeliness and Accuracy
2. Crash Records Data Improvement Plan*
3. Field Data Collection for NEMSIS Compliance
4. Expanding Accessibility, Utilization and Data Integration of Signal Four Analytics
5. Data Acquisition and Sharing (DASH) for Traffic Records Injury Prevention Program (TRIP) - Phase III**
6. Error Analysis of Integrated Crash Related Data for TRIP

*DHSMV may use UF for implementation, which will increase their budget by \$27,500.

**The DASH/TRIP-Phase III project was approved contingent upon Board approval (via email) of a modified scope for outreach vs. expansion of the project, which is due on May 25th. Danielle will forward the revised scope, and estimated budget, to the Board for final approval.

Contingent upon final assignment of Section 408 grant funding, there was an approved motion to award the top-five ranked projects, totaling \$1,035,379.

In order to appropriately assign remaining funding (potential estimate of \$650,000) for “local projects”, the Board will request each law enforcement agency (LEA) provide supplemental information on their current crash/citation reporting rates and electronic reporting capabilities. LEAs must return the supplemental information form by COB Friday, May 18, 2012. Danielle King will research the average cost to fully outfit/equip a patrol vehicle as well as the estimated cost for an adequate laptop. An excel spreadsheet, along with 2011 long form data from FIRES, will be provided to the Board. The Board will review the information received and prioritize projects via email communication using the traditional four-box classification scoring system.

Next Steps

Danielle King, *TRCC Coordinator*

In the future, the call for proposals will be more specific and related to the TRCC Strategic Plan timeline of priorities, rather than an open-call request. The Board hopes this will encourage innovative thinking on a statewide level. Applications will include more specific questions pertaining to statistics, equipment, electronic submission, agency size, etc. In addition, the Board will be more selective when requesting presentations and provide presentation expectation guidelines.

If the Board decides to partially fund a project, applicants may be notified that future additional funding opportunities may be awarded contingent upon federal funding and project performance. The Board agreed it is important to provide applicants with feedback as to why funding was not awarded – or partially awarded (e.g., incomplete vendor structure testing, high cost/small return, etc.).