Traffic Records Coordinating Committee Meeting Report

December 7, 2018

Prepared for

Florida Department of Transportation

Prepared by

Melissa Gonzalez, TRCC Coordinator

Meeting notes taken by:

Danny Shopf, Cambridge Systematics, Inc.

1.0   Attendees

The TRCC attendees are listed in Table 1.1.

Table 1.1 TRCC Meeting Attendees

Name	Title	Agency	Email	
Beth Allman	Senior Manager	FCCC	ALLMAN@FLCLERKS.COM	☐
Steve McCoy	EMS Administrator	DOH	STEVE.MCCOY@FLHEALTH.GOV	☒
Lora Hollingsworth	Chief Safety Officer	DOT	LORA.HOLLINGSWORTH@DOT.STATE.FL.US	☒
David Brand	Law Enforcement Coordinator	FL Sheriffs Association	Dbrand@flsheriffs.org	☐
Robert Kynoch	Division Director	DHSMV	ROBERTKYNOCH@FLHSMV.GOV	☒
Chief Virgil Sandlin	Police Chief	FL Chief's Association	vsandlin@cedarkeyfl.us	☐
Major Gary Howze	FHP Executive Officer	FHP/DHSMV	GARYHOWZE@FLHSMV.GOV	☒
Brenda Clotfelter	EMSTARS Project Manager	DOH	Brenda_Clotfelter@doh.state.fl.us	☒
Richie Frederick	Program Manager	DHSMV	RICHIEFREDERICK@FLHSMV.GOV	☒
Amy Cochran	Program Manager	TraCS	AMYC@TRACSFLORIDA.ORG	☒
Zoe Williams	Program Manager	ELVIS / TraCS	ZWILLIAMS@ELVISFLORIDA.ORG	☒
Ilir Bejliri	Associate Professor	UF	ILIR@UFL.EDU	☒
Joshua Sturms	Section Administration	DOH	JOSHUA.STURMS@FLHEALTH.GOV	☒
Chris Craig	Traffic Safety Admin.	FDOT	CHRIS.CRAIG@DOT.STATE.FL.US	☒
Danielle King	Operation Coordinator	FDOT	DANIELLE.KING@DOT.STATE.FL.US	☐
Melissa Gonzalez	TRCC Coordinator	FDOT	MELISSA.GONZALEZ@DOT.STATE.FL.US	☒
Tom Austin	Management Analyst	DHSMV	THOMASAUSTIN@FLHSMV.GOV	☒
Seth Bartee	Support Specialist	TraCS	SETHB@TRACSFLORIDA.ORG	☒
Major Jeffery Dixon	Troop Commander	FHP / DHSMV	Jeffreydixon@flhsmv.gov	☒
Stephanie Duhart	Bureau Chief	DHSMV	STEPHANIEDUHART@FLHSMV.GOV	☒
Ben Jacobs	Crash Records and Research Admin.	FDOT	BENJAMIN.JACOBS@DOT.STATE.FL.US	☒
Thomas Rast	Inventory Control Manager	DHSMV	thomasrast@flhsmv.gov	☐
Joe Santos	State Safety Engineer	FDOT	JOSEPH.SANTOS@DOT.STATE.FL.US	☒
Danny Shopf	Transportation Analyst	Cambridge Systematics	DSHOPF@CAMSYS.COM	☒
Lisa Spainhour	Professor / Principal Investigator	TraCS / ELVIS	SPAINHOU@ENG.FSU.EDU	☒
Timothy Swiggett	Developer	TraCS	Timothys@tracsflorida.org	☐
Deborah Todd	Program Manager	DHSMV	DEBORAHTODD@FLHSMV.GOV	☐

Others in Attendance:

- Larry Gowen, DHSMV
- Megan Milla, FSU
- Erin Harrell, FDOT
- Joe Worrell, FDOT
- Steve Bentz, FDOT
- Rupert Giroux, FDOT
- Justin Haynes, Cambridge Systematics

2.0 Presentation Notes

Welcome and Introductions **Lead: Melissa Gonzalez**

Melissa Gonzalez asked everyone to introduce themselves and specify which agency they represent. She asked TRCC members to review the meeting minutes from the previous meeting. The members reviewed the meeting minutes, provided minor grammatical edits, and approved them unanimously.

Critical Updates on Current TRCC Projects **Lead: Goal Leaders**

The following updates capture improvements and efforts being made to Florida's traffic records systems.

Crash & UTC Data Improvement: DHSMV
Richie Fredrick, DHSMV, provided an overview of the Crash and Uniform Traffic Citation (UTC) Improvement Project:
- Completeness, Accuracy and Timeliness: DHSMV has developed a law enforcement agency performance report and distribution list that includes different examples of performance reporting to share with agencies. Reporting examples include monitoring of agency-specific statistics, comparisons to other similar agencies, and performance measurement against a strategic goal.
  - DHSMV is working with agencies to see which performance monitoring strategies are most useful.
- DHSMV will continue its ongoing training efforts by conducting eight train-the-trainer crash reporting workshops to collect feedback on the revised crash report. DHSMV is also conducting five in-person workshops, with one virtual workshop to review UTC with support from the clerks of courts.
- In addition, DHSMV will perform four Clerks of Court case management system reviews.

Field Data Collection for NEMSIS Compliance: DOH
Brenda Clotfelter, DOH, provided an overview of the Field Data Collection for National Emergency Medical Services Information System (NEMSIS) Compliance Project:
- Completeness: 90 percent of emergency run submissions (3% increase) are being submitted through NEMSIS. New trainings are not yet scheduled but will be finalized in early 2019.
- Completeness and Accuracy: DOH implemented NHTSA's data quality measures and will contribute efforts on cause of injury records and clinical times recorded (medication, procedure, vital signs, pre-arrival alert times).
- Uniformity: DOH is still focused on getting all agencies on the current version of NEMSIS. Currently, 58 percent of EMS agencies have transitioned to Version 3. Once NEMSIS Version 3.5 is released in May of 2019, DOH will finalize the data dictionary.
- Integration: Integration with the Agency for Health Care Administration's (AHCA) out-patient/in-patient data and the crash records integration with the National Collaboration for Bio Preparedness is complete. Integration with the Electronic Surveillance System for the Early Notification of Community based Epidemics (ESSENCE) is currently in progress.
- Timeliness: About 15 percent of emergency run reports are submitted within two hours, and approximately 35 percent are submitted within 10 hours.

- o The question was asked if 2 hours seemed too ambitious and if this could possibly cause data quality issues. Response: Many agencies have additional quality assurance and quality control processes and choose to submit the following day.
  - Accessibility: RFI in progress for an integrated solution for EMS Data Collection Repository/Data Warehouse/Business Intelligence

TraCS: FSU
Seth Bartee, FSU, provided an overview of the TraCS system:
- Accessibility: Rebuilding the network architecture is complete at the Panama City Police Department (PCPD) and the hardware has been purchased for the disaster recovery site at Clermont PD. A plan is in place to set up the disaster recovery site and the data hosting contract with Clermont PD is fully executed.
  - o Hurricane Michael has delayed the schedule for the disaster recovery site and caused the TraCS staff to physically remove the equipment at PCPD and migrate the existing infrastructure to Clermont PD. There was six days of downtime due to the storm. Rebuilding the main site at Panama City Police Department will take place in early 2019.
- Accuracy: 99.94 percent error-free rate for TraCS crash reports submitted electronically into the DHSMV's database
- Completeness: 30 percent of statewide crashes are submitted through TraCS;
- Integration (FCIC/NCIC tool): 71 percent of users integrate with ELVIS
- Integration (S4's Geo-location tool): TraCS has 19,000 users throughout the state and 7,000 (37%) of those users are required to use the Signal Four tool for crash reporting.
- TraCS has surveyed users to get feedback on making Signal Four a requirement for all TraCS users.
  - o Responding agencies were generally favorable to the mandate and additional trainings will be offered before agencies are required to start using the tool.
  - o TraCS is anticipating making this tool a requirement in early January.
- Uniformity: This objective is met by providing a uniform software package. There are 167 LEAs with 213,514 crash reports accepted electronically into DHSMV's crash repository using TraCS.

ELVIS: FSU
Zoey Williams, FSU, provided an overview of the ELVIS System:
- ELVIS was also affected by the hurricane and will seek FDLE approval to set up a backup site.
  - o The ELVIS staff were able to retrieve all equipment from Panama City PD and transfer it to the new data hosting agency, Tallahassee PD.
  - o 85 percent of agencies (170 LEAs) using ELVIS are back online and all agencies using ELVIS were required to sign a memorandum of understanding with Tallahassee PD to continue services.
- The application developer resigned and ELVIS is currently searching for a system administrator to replace that position and cover additional responsibilities.

Expanding Accessibility, Utilization, and Data Integration of Signal Four Analytics: UF
Ilir Bejliri, University of Florida, provided an overview for the Signal Four Analytics project:
- Signal Four has similar user stats, at approximately 12,000 queries per month.
- Signal Four has received the complete citation database from the Florida Court Clerks and Comptrollers (FCCC) and now has citation records from January 1, 2001 to present.
- Signal Four is transitioning to a new platform which is ready to roll out in January 2019. A webinar will be conducted in January to train users on the new platform.

A Unified and Sustainable Solution to Improve Geo-Location Accuracy and Timeliness of Crashes and Citations: UF

Ilir Bejliri, University of Florida, provided an overview for the Geo-Location project:

- Signal Four's Geo-Location is partnering with TraCS to support trainings that help officers prepare for the mandate of using the Geo-Location tool within TraCS' crash forms. These trainings will be recorded to share with users for future reference.
- Additional outreach will be conducted to the vendors LexisNexis and Superion. The vendor SmartCop has begun utilizing the tool for electronic crash reporting.
- Jacksonville Sheriff's Office is currently under testing with the tool, and training discussions have begun.

Go-Team Phase II   **Lead: Melissa Gonzalez**

The Go-Team analyzed the Florida crash systems (CR Scan, Signal Four, DHSMV Analytical Warehouse, CAR, FIRES). Onsite visit was held on October 17-19 where the Go-Team learned about each system and discussed future goals.

Day 1
- Discussed the results for the Model Minimum Uniform Crash Criteria (MMUCC) Mapping. The following documents were used:
    - FL Crash Database Data dictionary
    - Police Crash Report Manual (2015) and Police Crash Report (2013)
- MMUCC Mapping did not consider the Roadway Data Dictionary.
- Reviewed and evaluated Crash Data User results
    - Key Takeaway – Signal Four users seem to be the most satisfied; engineers have a need for additional roadway data.

Day 2
- Crash Data System Comparisons
    - Key takeaways – CRSCAN is positioned to take on a more sophisticated role in terms of improving the data.
    - DHSMV Analytical Warehouse has integration of driver, vehicle, crash, and citation data which could potentially lead to behavioral data analysis capabilities.
    - Each system goes through various tasks to tailor the data to their unique agency needs.
- Integration Opportunities
    - Focused on the DHSMV Analytical Warehouse integration with EMS data

Day 3
- Identify and analyze cost of each crash system
- Data Sharing
    - EMS plays a vital role in data linkage. Not all data fields may be necessary for linkage.
    - Pursue creating the capability to run behavioral analysis and share with power users.

The Go-Team noted that Florida is very far along with full integration which is very encouraging.

Go Team Next Steps:
- Review and Evaluation of Findings – December 17, 2018
- Draft Report – January 31, 2019
- Final Report – February 28, 2019

Crash Data Systems User Satisfaction Survey Results **Lead: Larry Gowan**
- 42 percent of survey responses to the survey were from law enforcement, 37 percent were engineering, and two percent were Emergency Response.
- 694 users completed the survey.
- Most respondents were analytical and support roles (14%), followed by law enforcement (13%) and engineers (12%).
- There was a total of 368 respondents that only have access to one data system and 216 respondents with access to two data systems.
- Most users utilize standard reports provided by the systems (40%).
  - Users focused on education are more focused on geo-spatial reports and tabular reports, rather than the standard reports.
- 77 percent of respondents need access to the crash reports to perform their job duties.
  - Many referenced that the 60-day limitation for obtaining crash reports is too long. (See Statute 316.066 for reference.)

Traffic Information System Strategic Plan 2017-2021 **Lead: Melissa Gonzalez**

Melissa reviewed the Traffic Information System Strategic Plan 2017-2021. She reviewed each action in the Strategic Plan and asked for input from each data system owner.

Next Steps **Lead: Melissa Gonzalez**

Future meetings were discussed and scheduled for the following dates:
- March 15, 2019 – Application Review Subcommittee Meeting for FY2020
- April 5, 2019- Executive Board Voting Meeting for FY2020 Projects
- September 13, 2019 Status of FY2020 Projects/Critical Updates to FY2019 TR Projects (non-voting meeting)
- December 6, 2019- Critical Updates on FY2020 Projects

Adjourn

- Meeting was adjourned at 11:50 am.

All presentations can be found at http://www.fltrafficrecords.com/