TRCC

DATA WHEN, WHERE, AND HOW YOU NEED IT

Florida Traffic Records Coordinating Committee
Executive Board Meeting

Friday, December 16, 2016, 9:00 AM - 12:00 PM
Florida Court Clerks & Comptrollers
3544 Maclay Blvd., Tallahassee, FL 32312

Agenda and Meeting Minutes

You can also dial in using your phone: (850) 414-4973   Access Code: 223188

TIME	DESCRIPTION	LEAD
9:00 AM	**Welcome and Introductions**	**Danielle King**

BACKGROUND: Introduction of new members and discuss roles moving forward.

Attendance: Beth Allman, Lora Hollingsworth, Major Gary Howze, Robert Kynoch, Steve Mccoy, and Chief Virgil Sandlin were in attendance for the Executive Board. Also in attendance were Tom Austin, Ilir Bejliri, Brenda Clotfelter, Amy Cochran, Chris Craig, Major Jeffrey Dixon, Stephanie Duhart, Melissa Gonzalez, Benjamin Jacobs, Danielle King, Joe Santos, Daniel Shopf, Lisa Spainhour, Doris Stanley, Joshua Sturms, Timothy Swiggett, Deborah Todd, Zoe Williams, Maureen Johnson, Connie Clark, Seth Bartee, and Richie Frederick.

Discussion: Introductions were conducted for the new TRCC support staff consultant, Danny Shopf and the new TRCC Coordinator, Melissa Gonzalez.
Danielle King began with an overview of the TRCC and the new regulations due to the FAST ACT. She noted that the structure of the TRCC requires there to be a voting committee with representatives from each data system, the Police Chiefs Association and the Florida Sheriffs Associations.
The Charter was recently updated last year and the membership list is updated annually.
No changes in the entities occur, and the voting members will stay the same.

9:15 AM	**Florida Strategic Highway Safety Plan**	**Lora Hollingsworth**

BACKGROUND: Handout Final Version of Florida SHSP

Discussion: Lora Hollingsworth provided an overview of the recently updated SHSP. She noted that there are 13 emphasis areas and that the traffic records acts as a foundational emphasis area for the other 12.
The SHSP is an overarching state plan and not a FDOT plan.
She thanked membership for their involvement and a special thanks to Benjamin Jacobs and Danny Shopf for assembling it.
The date of completion was August 22, 2016.

9:30 AM	**GoTeam Project**	**Lora Hollingsworth**

BACKGROUND: Discuss the direction, goals and timeline of this project.

Discussion: Lora began with introducing Maureen Johnson, an independent consultant brought in by NHTSA. She has experience in traffic records systems and was therefore asked to be part of this team.

Maureen gave a PPT presentation to explain the goals and purpose of the GoTeam Project funded by NHTSA. This project will assist in improving and finding relationships in the state's crash data systems to ensure the state is being as efficient and effective as possible. The project is intended to consist of two phases. Phase I consists of the infrastructure of the DHSMV and FDOT crash data systems. Phase II will focus on the users of the data, reports the systems provide, and stakeholder needs. A crash data system relationships map and a final report will be delivered. Based on their findings, agencies are not required to comply with their recommendations.

The next GoTeam meeting will be January 23, 2017. The agenda and meeting invite will be sent to the TRCC for those who may want to participate.

Lora asked Maureen to speak with Bob Scopatz in regards to scheduling a meeting with the TRCC to gain input from each project for the Phase II scope.

GoTeam Members: Tim Harmon, Maureen Johnson, Richard Brown, Bob Scopatz

10:00 AM	Reconsideration for Additional Funding	Danielle King

BACKGROUND: Carry forward and 2017 allocation of funds

Discussion: Danielle reminded everyone of the discussion held at the last TRCC voting meeting. TRACS and ELVIS were only given partial funding for the FY 2017. It was decided that at the next TRCC meeting it will consider how to fully fund these projects. To sustain these projects a total of $370,024.00 would be needed. After the close out of the FY2016 projects, $279,729.41 was remaining as carry forward. The voting members would need to decide if they would allocate $90,294.59 from the FY2018 available funds. The projected amount for FY2018 is estimated at $1,839,439.93 and FDOT has currently received 19.18% ($352,812.25) of the total amount.

Lora asked if an overview of the TraCS and ELVIS systems could be done before making this decision. Amy Cochran and Zoe Williams gave a presentation and explained their current situation with both projects continuously growing at a fast pace. If they do not receive full funding they could face losing two employees. They are currently operating with four employees and providing services for 16,000 users which equals 42% of the law enforcement officers. Danielle said that TraCS came to Florida because there was not a state wide solution in place for free electronic crash and citation reporting. TRCC pays the TraCS annual license to provide law enforcement this free solution.

Amy provided a chart to compare TraCS usage to the other available vendors. They currently are the leading vendor for the state in both crash/citations. Their forms continue to improve and are capable of autopopulating off one another to allow the officer to clear the scene quickly.

Amy also announced the opening of the Center for Transportation and Public Safety which allows for avenues to collect funding from. Their current goal is to find funding for the Computer Aided Dispatch (CAD) license to offer this feature at a small cost to law enforcement.

This small cost would provide a suitable solution to employ their staff and become self-sustaining. The system will be customized to TraCS and provided state wide for a yearly license fee of $85,000.

The question was asked if the TRCC would fund this. Lora indicated this would be an ineligible use of 405 funding. Amy explained that they are in the process of applying for FDLE funding because they are seeking a CAD system. A council member for FDLE must present the TraCS/ELVIS concept paper to be considered for funding. Amy asked if anyone knew a council member or could get in touch with one to set up a meeting to discuss their concept paper.

Brenda Clotfelter asked if there was any possible funding from DHSMV. Richie Frederick stated that DHSMV does not fund LexisNexis / FIRES and they provide free crash reporting.
Maureen asked if FIRES recommends agencies to use TraCS. Amy answered yes.

Zoe explained that ELVIS has six thousand users with 96 LEAs and non-law enforcement agencies. ELVIS is centralized on one website that can even be accessed through mobile devices.
The information accessed is imported from the FCIC/NCIC data systems. The information is then processed and autopopulated through TraCS forms. Additional features included are the wants/warrants and the capability to view stolen vehicles.
Maureen asked how non-law enforcement agencies are able to use this tool. Zoe explained that ELVIS is regulated through FDLE and an ORI number (Originating Agency Identifier) is given to identify the agency as well as their purpose.
Steve Mccoy asked how FSU's indirect costs are established. Chris Craig noted that NHTSA allows universities to charge any indirect cost up to their federally negotiated indirect cost rate but the Safety Office usually does not enter into subgrants with an indirect rate over 10%. FSU currently receives indirect costs of 10% for both TraCS and ELVIS.

Danielle asked if there was a motion to use FY2018 funding to cover the additional cost of $90,294.59.
A motion was made by Steve Mccoy and Robert Kynoch to fully fund TraCS and ELVIS using 2018 grant funding. Beth Allman opened the floor for a vote and the motion passed unanimously.

10:30 AM	TRCC Strategic Plan Update- Planning	Danielle King
BACKGROUND: Discuss future scheduling for strategic planning meetings		

Discussion: Danielle informed everyone on the update requirement for the Traffic Safety Information System Strategic Plan. The plan will be broken down by systems and teleconference meetings will be scheduled in the near future. The update will consist of the new plans for the next 5 years.

Danielle said that the GoTeam project will be included in the Strategic Plan. Josh Sturms asked for the timeline of the GoTeam project. Maureen said the duration is March to March.
March 2018 Phase II will be completed, asked Steve. Maureen said yes but funding approval will not be known till April or May of 2017.

The completion of the Strategic Plan is set for May 2017 to include with the state application for NHTSA funds due by June.

10:45 AM	Critical Updates on TR Projects	Goal Leaders
BACKGROUND: Project Directors will update the TRCC on significant progress on statewide TR projects.		

***Only brief, high level updates (5-10 min) to be provided.

• *Crash & Citation Data Accuracy Improvement: DHSMV*
Richie Frederick said the first objective for this project has been completed. The first objective consisted of developing formal performance measurements for crash accuracy and completeness. Accuracy measurements will evaluate 33 criteria and completeness measurements will evaluate 58 criteria.

The team will review one approved e-crash/e-citation vendor collection software per quarter

and provide recommended enhanced error validations and business rules. Lexis-Nexis has been approached and will be the first vendor.

The final step will be to increase accuracy and completeness by 5% throughout 11 workshops that will consist of targeted material based on performance measures.

Danielle asked if this training was tailored to LEOs and Richie said that it focuses more on the collection of data and was not positive if it will be for Clerks but the presentation may be created into parts to allow LEOs, Clerks and vendors to attend their part throughout the day.

Danielle asked if there was a flyer prepared. It is currently in draft form pending official dates.

Lisa Spainhour asked how these measurements were established and Richie informed her that they gathered data from FDOT Crash section with the geo-location tool.

Richie also stated that the FMCSA is invested in this data to impact motor carrier safety throughout the country. Steve asked if this training is different from their previous trainings. The answer is yes because this project will focus on the accuracy and completeness rather than time.

Current workshop dates set: Feb. 28th- Miami-Date; March 1st- Broward; March 2nd- Palm Beach

• *Field Data Collection for NEMSIS Compliance: DOH*

Brenda spoke of the all-around improvements for this project. They are currently at 66% of EMS agencies that have transitioned to EMSTARS and improvements in timeliness, accuracy and uniformity have also increased. She was also proud to announce that the first submission of V3 to NEMSIS was done on 12/8/2016 with 18 agencies completely transitioned and 8 in progress.

Josh Sturms provided an update on the Trauma Registry and it's continuation to grow especially an increase of hospitals. A Trauma Registry Data Use Agreement has been created and researchers have begun to show interest in obtaining the data. Currently the Data Dictionary is being updated.

Danielle asked how someone may require access to the Trauma Data Registry. Josh said that the agreement was recently approved by legal and all that was needed was an email sent to him.

Connie Clark provided information on a new CDC grant opportunity. The purpose of this grant is to solicit investigator-initiated research that will help determine the utility of linked data for identifying risk factors, protective factors, and outcomes of motor vehicle crashes among older adults (65+).

There is only one award for this grant with a potential total funding of $400K/per year for up to 3 years.

The key data sources to understand motor vehicle injury among older adults are Emergency Dept. and Hospital Data, Crash data, licensing data, citation data, toxicology data, and will being using EMS, Trauma and Vital Statistics data. This project will align with the TRCC's goal for integration. It will provide the linkage of crash data with the other components of the Injury Surveillance System (ISS).

Connie expressed she was seeking the commitment of the DOT Data team for crash and highway data links. Benjamin Jacobs, Crash Records & Research Administrator, agreed to assist.

Next steps are to complete the components of the application and obtain LOSs, MOUs/Data Agreements.

Key Dates: Dec. 16, 2016- Pre-Application Conference Call w/CDC; Jan. 13, 2017- Letter of Intent Feb. 13, 2017 Application Due

• *Electronic License and Vehicle Information System (ELVIS): FSU*
  Discussed earlier.

• *TraCS Support, Enhancement and Training: FSU*

Discussed earlier.

• *A Unified and Sustainable Solution to Improve Geo-Location Accuracy and Timeliness of
  Crashes and Citations: U. Florida*

Dr. Bejleri announced that the tool is currently operational but optional. In the last year TraCS has
successfully geolocated 40,000 crashes and 20,000 citations. Missing location is the most problematic
on a crash report and citation. Once pinpointed on a map, the fields on the forms are autopopulated.
This tool will improve the mapped location accuracy of crash data from the current 42%.
Starting in January, one-on-one trainings by agency will be held. The tool will gradually be made required
for LEAs to use.
The vendor APPRISS, has recently tested 400 crashes with one agency. FHP has their own mapping tool
but were experiencing some problems. Their data will be evaluated and the future implementation
plan would be to create a hybrid solution. The current mapping tool captures the latitude and longitude by
map. This will then be inserted to the unified basemap in the background to get accurate data.

The remaining vendors/agencies consist of 45-50% of crashes statewide and need to be reached. To ease
this transition, DHSMV has agreed to send a memo to all vendors/agencies making them aware of the
department's efforts to improve geolocation of crashes and to set a time goal for implementation of the
tool.

• *Expanding Accessibility, Utilization, and Data Integration of Signal Four (S4) Analytics:
  U. Florida; Dr. Bejleri- New citation addition demo*

Dr. Bejleri explained that their current objective was to increase the access for the use of the system.
Creating a web-based approval tool can simplify account requests and reduce the approval time.

The project team will assist the Office of Performance Management, DHSMV, to setup a process for
nightly export of crash location information using the geocode red light camera locations.

A new S4 functionality being utilized by USF is the Pedestrian and Bicycle Crash Typing. It allows
editors on each crash to put more detail. A small group webinar will be available in the near future.

The final task is the integration of crashes and citations. Dr. Bejleri said a pilot with FHP citations was
performed. Citation data was obtained daily from FHP and integration was completed. A short
demonstration of the integration was given. Crashes were identified by a blue dot and violations in green
on the map. Dr. Bejleri explained the idea was to provide when, where, age, gender, and the agency that
issued the crash/citation could provide areas where enforcement was needed. The data obtained does
not contain any personal information. Because there are more citations vs crashes, the system is much
larger.

Timothy Swiggett of TraCS asked if this will be the next step from the geolocation tool they are using.
Dr. Bejleri informed that the longitude and latitude are required to gain this functionality. Timothy said
TraCS now requires longitude and latitude and received no backlash from agencies. Knowing agencies
are cooperative could make for a less difficult transition.

11:15 AM	Agency Data Systems	Stakeholders
BACKGROUND: Agency Data System Updates		

Discussion: Danielle asked if any of the Data System representatives had any updates or changes to report. There were none.		

11:30 AM	Membership Updates	Danielle King
BACKGROUND: Discuss possible members to reach out to for involvement and members to remove from the email meeting invite.		
Danielle asked if there were any recommendations for additions to the membership list. It was said that a representative for AHCA could benefit the TRCC.		

11:40 AM	Next Steps	Danielle King
BACKGROUND: Discuss future meeting dates and FY18 Concept Paper due dates		
Discussion: Danielle noted that the time period for concept papers would change to coincide with the Safety Office due date of the last business day in February instead of the original date of March 31st. The chair made a motion to approve this change. None were opposed and the motion passed. The March 7, 2017 meeting will be moved to a later date and will be for the subcommittee to review concept papers. Melissa will email the members for those who would like to participate on the subcommittee. Danielle suggested we move the next TRCC Meeting to April 7, 2017 at the same location at 9 am. This will be a voting meeting and likely take until 2:00 pm with lunch included. August 11, 2017 was agreed upon to hold a meeting to discuss project statuses. Melissa will be sending out the email invite for the upcoming meeting's date, time and locations as well as the GoTeam meeting for January 23, 2017, the teleconference meetings for the Strategic Plan update, and an email for participants in the subcommittee to review concept papers. Danielle referred to a Memorandum from NHTSA. The new language does not permit new projects to solely purchase equipment. Based on this change, the concept paper instructions and supplemental application should be adjusted accordingly. The website will also be updated. Because of this change, Danielle asked if LEA should be included for future project consideration or should it be left open for statewide projects and Clerks only? It was decided to leave it open to not discourage applicants with potential positive ideas from applying. Richie added that since November of this year, the state is at 96% submitting electronically. Lora asked if TRCC should worry about the 4% remaining, but Richie said DHSMV is currently focusing on that. Danielle added that FHP has old equipment they would like to disperse to other agencies in need. Lastly, Danielle informed everyone on the approval for Section 1906 funds for the Central Repository project. Although it has been approved, funding has not been received.		

12:16 PM	Adjourn	Danielle King