ACTION PLAN FOR THE 2022-2026 FLORIDA TRAFFIC RECORDS STRATEGIC PLAN

UPDATED JUNE 2023

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 (EB) 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 – Identify potential dates for additional TRCC meeting per NHTSA Traffic Record Assessment (2020) recommendation.	Number of TRCC Executive Board meetings each year with 70 percent participation	Quarterly	TRCC Chairperson	TRCC Executive Board Meeting were held on: FY22- 12/3/2021; 2/04/2022; 4/08/2022; 09/09/2022 FY23 - 12/2/2022; 2/03/2023; 6/02/2023
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: 3/11/2022

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 June 02, 2023

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	– Metropolitan Planning Organization Advisory Council (MPOAC) members added (FY22) – Space Coast Transportation Planning Organization (TPO) (FY22) –
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	– MPOAC members added (FY22) – Vision Zero Space Coast TPO members added (FY22)

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 – Latest updates reflect up to FY23 Quarter 2

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	– 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 – Cloud-Based TSIS Project final report out presented to EB at 9/10/2021 TRCC meeting.
2.2c	Reporting on outreach efforts to other groups – Request EB approval for addition of fourth TRCC meeting per NHTSA TRA recommendations to allow participation of other safety groups	Outreach efforts conducted and reported	Ongoing	TRCC Coordinator	Outreach conducted as needed. FY22 12/3/2022- EB approved fourth TRCC meeting to be scheduled during second quarter of FY to allow quarterly project updates and opportunities for safety coalition meet and greet.

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 Coordinator	Complete: TSIS 2022-2026
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: 03/13/2020; 03/12/2021; 03/11/2022 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 held on 2/1/2021 to receive feedback and approve scope. – 12 Workshops held w/Cloud Subcommittee and stakeholders on: 6/10/21; 6/17/21; 6/21/21; 6/23/21; 6/28/21; 6/30/21; 7/1/21; 7/6/21. – Final report out to EB presented at 9/10/2021 TRCC meeting.

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 and participate in 12 workshops for the Florida Cloud-Based TSIS Project.
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; – Florida Cloud Based TSIS Project final report out on 9/10/2021.
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: 3/12/21; 3/11/22; update reported to EB April 2021 and 2022. – 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 – Coordinated/Facilitated 12 workshops for the Florida Cloud-Based TSIS Project. – Florida Cloud Based TSIS Project final report out to EB on 9/10/2021.

Objective 3: Develop a 5- year Traffic Records Information System (TRIS) Strategic Plan by FY22.

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 2022	TRCC Coordinator Executive Board	Complete. The TRCC developed a five-year Traffic Safety Information System Strategic Plan for years 2022 through 2026; Approved 4/8/2022
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 and Data Sub-committee	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 FY23 State Application: Action Plan (FY22) updates received on 3/25/2022

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 FY22 updates provided on: 12/03/21, 02/04/22, 04/08/22, 09/09/22

					FY23 updated provided on: 12/02/22, 02/03/23, 06/02/23
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 FY22 updates provided on: 12/03/21, 02/04/22, 04/08/22, 09/09/22 FY23 updated provided on: 12/02/22, 02/03/23, 06/02/23

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. FY22 updates provided on: 12/03/21, 02/04/22, 04/08/22, 09/09/22 FY23 updated provided on: 12/02/22, 02/03/23, 06/02/23
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	FY22- Interim progress report submitted to NHTSA on 4/07/2021; Pre-approval received 4/29/2021. FY23- Interim progress report submitted to NHTSA on 5/10/2022; Pre-approval received 4/XX/2022.
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 FY22 Application submitted to FDOT for pre-approval on 05/26/2021 FY23 Application submitted to FDOT for pre-approval on 05/XX/2022

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

Objective 6: Improve the completeness of traffic records systems by December 2026.

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	FY21: Total crashes 703,071 (98.65% electronic and 1.35% paper) FY22: Total crashes 696,947 (98.67% electronic and 1.33% paper)
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 distributing Accuracy, Completeness, Timeliness (ACT) reports and conducting LEA trainings to reduce error rates by 5 percent each year.	Improve completeness of crash reports by 5% from baseline data. ACT Reports sent	Annually Quarterly	FLHSMV FLHSMV	FY22 Crash and UTC Data Improvement Project developed a method to conduct sample-based audits for all e-crash submittals to improve FLHSMV crash system's accuracy, completeness, and uniformity; 151 reports reviewed (84 long forms / 67 updates) across 67 LEAs; Baseline Results: 11 (or 0.03%) data fields of 47,146 reviewed were inaccurate; 55 (or 0.06%) data fields of 47,146 reviewed were incomplete; 35 (or 0.07%) data fields of 47,146 reviewed had a uniformity discrepancy; TBD: further define an automated process to provide ACT reports and continued distribution of scorecards;

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 / verified on every crash number request. Online crash report manual completed and published on 2/5/19 FY22 TraCS Project: continued functionality in software that links to the most recent PDF crash manual. FY23 Crash and UTC Data Improvement Project to expand crash data dictionary and manual to include edit checks, validation rules, links to other data sets/elements from other TR databases to improve accuracy and completeness.

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 & 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		December 2021 (with census update)	FDOT SSO and TDA	

	Develop and conduct a survey to determine the number of additional attributes that should be collected				
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	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. – Establish a process for formalizing feedback to LEAs – Establish and maintain current contact information on key players (vendors, clerks, agencies, FLHSMV)	Maintain Citation/Adjudication contact list.	Annually	FLHSMV	FY22: Crash and UTC Data Improvement Project: UTC accessibility survey delivered successfully to 1,716 users (S4 Analytics, FCCC, LEAs, State Attorneys) with 568 surveys completed during the period of 8/31/22-9/14/22. Performance measure and baseline established under Goal 4. Contact Information is verified / maintained by FLHSMV field Liaisons.

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	FY22/23 NEMSIS Project: 253 of 306 licensed Florida agencies reporting to EMSTARS (82.35 participation); Worked with the remaining 49 aggregate agencies to develop a transition plan for EMSTARS reporting; Increased % of EMS runs report submission to state repository to 98.65%;
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	FY22/23 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. FY 22/23 NEMSIS Project – Will be working with EMS State Plan to incorporate any other identified data elements for quality monitoring. Will identify a minimum of three additional data quality measures FY22/23 – Develop scenario based training for V3.5 disposition fields
6.4c	Review and refine the list of critical data elements	Number of critical data elements monitored	December 2023	FDOH	Currently monitoring 5 critical data elements FY 22/23 NEMSIS Project: Will be working with EMS National Measures to ensure that the most critical elements are being tracked. Working to identify three additional quality measures
6.4d	Reduce the number of missing critical elements (blank elements)	Percent of EMS records with no missing critical data elements	Quarterly	FDOH	FY22/23- 91% of agencies are reporting with valid data from the 5 data categories - Reported quarterly updates to TRCC FY22/23 NEMSIS Project: Will continue to monitor any revised critical elements FY22/23 – Will begin monitoring and will report to TRCC 3rd qtr. % of "fully validated" record submissions- records with no errors or warnings

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. Unknown
6.5b	Quarterly reporting of compliance to Trauma Centers			FDOH	Unknown

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	FY23 Driver and Vehicle Data Quality Improvement Project has developed a report to monitor SSN Verification status as a completeness measure. The Project will continue to pursue performance measures and recommendations for ongoing monitoring of data quality management and evaluation for the driver records system. FY23 Crash and UTC Data Improvement Project to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting; identify and delete duplicate records as part of onboarding process for State2State (S2S) project and create performance metric for future monitoring; FY24 project will continue to resolve duplicate credentials to improve driver history data (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	FY24 Driver and Vehicle Data Quality Improvement Project will develop performance measure(s) and recommendations for ongoing monitoring of data quality management and evaluation for the driver and vehicle records system. (pending approval) FY23 Crash and UTC Data Improvement Project to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting.

Objective 7: Improve accuracy of traffic records systems by December 2026.

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.	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. FY22 Crash and UTC Data Improvement Project developed a method to conduct sample-based audits for all e-crash submittals to improve FLHSMV crash system's accuracy, completeness, and uniformity; 151 reports reviewed (84 long forms / 67 updates) across 67 LEAs; Baseline Results: 11 (or 0.03%) data fields of 47,146 reviewed were inaccurate; 55 (or 0.06%) data fields of 47,146 reviewed were incomplete; 35 (or 0.07%) data fields of 47,146 reviewed had a uniformity discrepancy; TBD: further define an automated process to provide ACT reports and continued distribution of scorecards; Contacts updated / verified on every crash number request.

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 TraCS crash reporting and encourage for citation reporting – Encourage other vendor to utilize S4 geolocation and diagram tool	Promote Signal 4 and Geolocation tool	Ongoing Ongoing	FLHSMV University of Florida (UF) FDOT FLHSMV	**TraCS S4 geolocation tool mandate for e-crash:** FY21 (Sept. 2021) – Crash Reporting: 183 TraCS LEAs or 24,231 users (91%) of TraCS users – Citation Reporting: 13% of TraCS LEAs or 7% of TraCS users – Baseline Period (Oct. 1, 2020-Sept. 30, 2021) consisted of 675,481 crash reports of which 187,529 were officer mapped and 159,096 mapped computer confident for a 51.31% accepted as accurate. FY22 (Sept. 2022) – Crash Reporting: 196 of 203 TraCS LEAs mandated – Citation Reporting: 17 of 166 TraCS LEAs mandated – Period (Oct. 1, 2021-Sept. 30, 2022) consisted of 689,606 crash reports of which 198,150 were officer mapped and 164,485 mapped computer confident for a 52.58% accepted as accurate. FY22: Jacksonville Sheriff's Office (SmartCop) began utilizing this S4 Geolocation Tool
7.1c	Coordinate among the various providers to complete a mapping of all crash systems to identify any redundancies in crash systems and how they relate to one another.	Percent of crashes locatable using roadway location coding method Identify system owners, gathered data and data process.	Ongoing	FLHSMV FDOT FDOH UF	NHTSA Go Team Project Phase I completed. NHTSA Go Team Project Phase II: 6/10/19 close out 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. Florida Cloud-Based TSIS Project Phase I: Final deliverables presented to EB at 9/10/2021 TRCC meeting and included: implementation plan, TR Inventory, and high-level cloud architecture recommendation to establish S4 as the TSIS; TR Inventory captured/classified 4 TR data sets (1,427 data elements) for potential integration in a cloud data catalog/warehouse. FY21-23 (state fy) CAR Rewrite Project- Moving CAR analytical and crash location process into S4 Analytics.
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) FY23 Crash and UTC Data Improvement Project to expand crash data dictionary and manual to include edit checks, validation rules, links to other data sets/elements from other TR databases to improve accuracy and completeness;

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	Quality control process is conducted by Crash Unit on monthly basis to ensure all paper reports key punched by third party vendor are in crash database.
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 developed a method to conduct sample-based audits for all e-crash submittals to improve FLHSMV crash system; TBD: further define an automated process to provide ACT reports and continued distribution of scorecards.

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.		Dec. 2026	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. FY23 Crash and UTC Data Improvement Project : FLHSMV to identify and delete duplicate records as part of onboarding process for State2State (S2S) project and create performance metric for future monitoring; FY24 project will continue to resolve duplicate credentials to improve driver history data (pending approval).
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.	Ongoing	FLHSMV	Modernization Project to improve Issuance system by redefining codes / business rules to unify four systems: DL / tag / title / and citation (Dec. 2021).
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 went live with AAMVA's State2State platform on Jan. 17, 2023, which will improve the accuracy of 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 developed an accuracy performance measure for the driver records system. An outcome of this project was the development of a report for monitoring duplicate SSN data in the driver records system. Baseline measurement taken 06/06/2022 showed 107,282 duplicate records out of 25,092,818 records, giving an accuracy rate of 99.57%. As of 03/13/2023, accuracy percentage improved to 99.75% (63,765 duplicates out of 25,294,529 total records). FY23 Driver and Vehicle Data Quality Improvement Project developed a report to monitor proper enforcement of the FLHSMV driver license (DL) record purge rules as an accuracy performance measure. Baseline measurements of 87.99% accuracy was established 12/19/23. The Project will continue to develop accuracy performance measure(s) and recommendations for ongoing monitoring of data quality management and evaluation for the driver and vehicle records system. FY23 Crash and UTC Data Improvement Project to expand crash data dictionary and manual to include edit checks, validation rules, links to other data sets/elements from other TR databases to improve accuracy and completeness; create performance metrics to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting;

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 developed a report to monitor VIN accuracy on new and used title transactions. Baseline accuracy rate taken as an average from May 2019 to April 2022 is 99.737%. The 12-month moving average rate as of March 2023 is 99.713%. FY23 Driver and Vehicle Data Quality Improvement Project is examining accuracy measures with regards to temporary registration ("temp tag") transactions. The Project will continue to develop performance measure(s) and recommendations for ongoing monitoring of data quality management and evaluation for the driver and vehicle records system. FY23 Crash and UTC Data Improvement Project to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting (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	Quality measures are reported quarterly to TRCC FY22/23 – Identify Data quality measures consistent with State EMS Strategic Plan are being monitored on a quarterly basis. . FY22/23 NEMSIS Project: 98% Emergency runs in EMSTARS; 91% of these agencies are reporting with valid data from the 5 NEMSIS data categories. FY22 Florida Data Dictionary implemented for V3.5 with associated business rules

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. Implemented 5 data quality categories to measure: Patient Information; Cardiac Arrest; Valid System Times; Cause of Injury; Clinical Times Recorded
7.6b	Develop accuracy performance measures	Number of performance measures established	Quarterly	FDOH	

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 Annually	FLHSMV	FY21 Crash and UTC Data Improvement Project: Conducted 4 train-the-trainer workshops with over 335 participants (19 COCs & 59 LEAs). The FLHSMV team surpassed the UTC 3% accuracy goal by +0.20% and also exceeded the UTC completeness goal by +0.16%. 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 FY23 Crash and UTC Data Improvement Project: FLHSMV to identify and delete duplicate records as part of onboarding process for State2State (S2S) project and create performance metric for future monitoring; create performance metrics to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting;

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 2026 Ongoing	FLHSMV	MMUCC goal: 90% compliant MMUCC standards analysis completed in 2018. Uniformity baseline established in December 2017. FY20 Project- Crash & UTC Data Improvement Objective- developed a crash report control document based on most recent MMUCC version completed. FY23 Crash and UTC Data Improvement Project to expand crash data dictionary and manual to include edit checks, validation rules, links to other data sets/elements from other TR databases to improve data quality. FY24 Crash and UTC Data Improvement Project: FLHSMV will establish a timeline and goals to fully adopt electronic crash reporting and conduct four state-wide LEA trainings on the importance of ecrash reporting and data quality to improve crash data (pending approval)
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 FY23 Crash and UTC Data Improvement Project to expand crash data dictionary and manual to include edit checks, validation rules, links to other data sets/elements from other TR databases to improve data quality;
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	FY21 Geolocation-Based Crash Diagramming & FDOT Crash Mapping to Improve Crash Location Timeliness and Quality mock-ups presented to TRCC crash team on 12/18/20; tool development continues FY22 Geolocation-Based Crash Diagramming & FDOT Crash Mapping to Improve Crash Location Timeliness and Quality

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.		Annually	FLHSMV	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 2023	FLHSMV	FY23 Crash and UTC Data Improvement Project to evaluate effectiveness of real-time interfaces with driver and vehicle systems for crash and citation reporting.
8.3c	Establish common rules for data elements (i.e. Naming conventions, address, zip code, etc.)		December 2026	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).
8.4b	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	FY24 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	FY22/23 NEMSIS Project: 253 of 306 licensed agencies submitting to EMSTARS, of which 253 (100%) of the EMSTARS reporting agencies are submitting by V3 standards. FY22/23 NEMSIS Project: Objective- Published Florida Data Dictionary to reflect NEMSIS V3.5 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	Formal adoption of Florida V3.5 data dictionary by 7/1/22 Anticipate training on V3.5 to begin March 2023 and continue on a quarterly basis Continuing quarterly EMSAC BioSpatial Training: FY22/23 NEMSIS Project: – 2 completed EMSAC Data Committee work sessions on 9/13/22 and 1/18/23 – Participated in biweekly Technical advisory calls; NEMSIS TAC and NASEMSO annual meetings TBD. FY22 NEMSIS Project- Anticipate 2 additional EMSAC Data Committee work sessions and continued 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			FY22 NEMSIS Project: 253 of 306 licensed agencies submitting to EMSTARS, of which 253 (100%) of the EMSTARS reporting agencies are submitting by V3 standards.

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	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 FY24 Crash and UTC Data Improvement Project: FLHSMV will establish a timeline and goals to fully adopt electronic crash reporting and conduct four state-wide LEA trainings on the importance of ecrash reporting and data quality to improve 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	FY21 Update: 98.39% of LEAs are submitting crash reports electronically Period (4/1/20-3/31/21): 446,755 of 548,872 (81.40%) submitted w/in 10 days FY22: Total crashes 696,947 (98.67% electronic and 1.33% paper)

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	FY21- As of March 2021, 3 COCs do not accept E- Citation processing FY22 – As of March 2022, 4 COC's do not accept E- Citation processing FY23 – As of March 2023, 3 COC's 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	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	Q1 – 2022 – 83% Q2 – 2022 – 83% Q3 – 2022 – 82% Q2 – 2022 – 85% FY22/23: Project: increase in timeliness measure to 85% 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
9.7a	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	Pending further analysis through the FY23 Driver and Vehicle Data Quality Improvement Project.

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 2026.

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	Survey conducted Implementation Plan and High Level Cloud Architecture Complete Tool Developed Number of high-resolution diagrams accepted in repository Tool Developed Webservice Developed	Ongoing	TRCC stakeholders	NH 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. Final deliverables presented to EB at 9/10/2021 TRCC meeting: Current State Systems & TR Data Inventory Current State Data Management Assessment Systems Assessment w/Priority Use Cases Current State Data Blueprint High-level Cloud Architecture Recommendation Barriers found: driver/vehicle inventory and driver/vehicle/ EMS data system architectures not created due to privacy concerns; **FY22 Geolocation-Based Crash Diagramming and FDOT Crash Mapping to Improve Crash Location Timeliness and Quality Project** *FDOT Tool:* Completed mockups, process flow, data model, database schema; final stages of internal testing for editor & admin user interface in progress. *Diagram Tool:* Tool linked to geolocation tool and basemap (aerial/cartographic; development continues and testing in progress **FY22 Central Crash Data Repository and Improved Crash Data Quality Project** Completed light synchronization between S4 & FLHSMV crash databases for 2011-2021 crash data; monthly reports generated to address data discrepancies; Full/detailed synchronization being developed; web image service in testing to eliminate duplicate storage of crash reports to S4/FDOT; high resolution aerial photography solution currently in review and testing. **CAR Rewrite: State funds approved for FY21 & FY22. Kickoff meeting held 12/20.**

	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)	Crash data elements matched			Functional requirements and mock-ups for new filters developed; security plan completed; currently analyzing summary reports, ensuring S4 access to FDOT SSO FLARIS 2.1 data (w/shared geodatabases files), and a draft crash tree analysis.
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 2026	Data System Owners / Data SC	Framework Implementation began in NH CAR/S4 GAP Analysis Project. FY21 TSIS Cloud Project Scope finalized on 4/9/21; Final deliverables presented to EB at 9/10/2021 TRCC meeting and included: implementation plan, TR Inventory, and high-level cloud architecture recommendation to establish S4 as the TSIS; Phase II Florida TSIS Cloud Project—to focus on EMS/Driver/ Vehicle use cases and data linkage opportunities between EMS/Crash/Citation/Roadway data (ongoing)
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 Phase I Project (study) Scope approved on 2/1/21; Data Subcommittee participated in 12 workshops; Final report out on 9/10/21;

Objective 11: Define the framework by Identifying key data fields needed to facilitate linking traffic records information systems by December 2026.

Strategy 11.1: Identify key data fields which should exist in the 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 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:
	  – Measure the relative strength and limitations of each system
		Number of meetings participated in
		
		Implementation Plan created
		
		TR Inventory created
		
		Data blueprint created
			December 2026	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)
					– FY22 and FY23S4 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 by EB on 4/9/21; Final deliverables presented to EB at 9/10/2021 TRCC meeting and included: implementation plan, TR Inventory, and high-level cloud architecture recommendation to establish S4 as the TSIS; TR Inventory captured/classified 4 TR data sets (1,427 data elements) for potential integration in a cloud data catalog/warehouse.

	– 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	FY21 Florida Cloud-Based TSIS Phase I Project: TRCC Meeting on April 9, 2021 EB was presented Florida TSIS Cloud Project Scope to be conducted by NH. Final deliverables presented to EB at 9/10/2021 TRCC meeting and included: implementation plan, TR Inventory, and high-level cloud architecture recommendation to establish S4 as the TSIS; Barriers found- driver/vehicle inventory and driver/vehicle/ EMS data system architectures not created due to privacy concerns;

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 2026.

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	**FY21 Oct. 1, 2020-Sept. 30, 2021:** TraCS- 26,636 users / 192 LEAs ELVIS- 24,237 users / 224 LEAs S4's Geo-Location Tool – Crash Reporting: 183 TraCS LEAs or 24,231 users (91%) of TraCS users – Citation Reporting: 13% of TraCS LEAs or 7% of TraCS users S4 Analytics- 4,218 users / 556 agencies/contractors NEMSIS: 220 of 223 EMS Agencies submitting by NEMSIS V3 standards **FY22 Oct. 1, 2021-Feb. 4, 2022** TraCS- 26,791 users / 195 Total LEAs ELVIS- 25,563 users / 233 LEAs S4's Geo-Location Tool – Crash Reporting: 191 TraCS LEAs (mandated: 99.4% or 186 LEAs) – Citation Reporting: 155 of TraCS LEAs (mandated: 13.5% or 21 LEAs) S4 Analytics- 4,589 users / 730 agencies EMSTARS Reporting Agencies: 230 of 231 EMS Agencies submitting by NEMSIS V3 standards (total of 302 total EMS agencies w/72 reporting in aggregate form)
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 and agencies Pilot conducted	Annually	Project Leads	**FY21:** S4 Geo-Location Tool usage Oct. 1, 2020-Sept. 30, 2021: – 188 TraCS agencies mandating use for crash reporting – 21 TraCS agencies mandating use for citation reporting – 91% or 24,231 TraCS users – 187,228 crash reports

	– Conduct pilot with S4 Diagram/Geo-location web-based tool within TraCS environment.		December 2022		– 85,714 citation reports – 46,442 traffic warnings – 8,975 tow sheets – 2,829 DUI Citations – 1,699 Parking Citation – 874 Field Interview Report – 166 Offense Incident Report – 115 Boating Warning – 193 Boating Citation **FY21:** ELVIS Usage Oct. 1, 2020- Sept. 30, 2021: Total LEAs 224 and 24,237 users 99% or 194 TraCS LEAs agencies are using ELVIS **FY22:** S4 Geo-Location Tool usage Oct. 1, 2021- May 31, 2022: – 191 agencies using for crash reporting – 155 agencies using for citation reporting – Total usage crash/citation 67,342 (Oct. 1-Dec. 30, 2021) – 67,342 crash reports (Oct. 1-Dec. 30, 2021) – 16,626 citation reports **FY22:** ELVIS Usage till Oct.1, 2021-Feb. 4, 2022: Total LEAs 233 and 25,563 users 99% or 195 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 2026.

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 2026	FDOT FLHSMV	– FY21: FDOT SSO implemented Florida TSIS Cloud Project. Scope approved 2/1/21; NH contract executed May 2021. Final deliverables presented to EB at 9/10/2021 TRCC meeting
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 – Conduct Cloud-Based TSIS Feasibility Study to improve accessibility by identifying data use cases	Performance measure established Final assessment report delivered to TRCC	December 2026	FDOT FLHSMV	– FY20: NH Final Report findings for CAR/S4 Project presented on 4/3/20: documented data system capabilities/functions to assist with consolidation of both systems. – FY21: Florida TSIS Cloud Project Scope presented on 4/9/21. Recommendations were for FDOT to consume S4 Analytics within their cloud environment due to FDOT resources allocated for CAR and S4 systems consolidation projects and multiple point to point interfaces between S4 and FDOT roadway data. – Phase II Florida TSIS Cloud Project Scope drafted and pending execution- focus on EMS/Driver/ Vehicle use cases – FY22: Crash and UTC Data Improvement Project: UTC accessibility survey delivered successfully to 1,716 users (S4 Analytics, FCCC, LEAs, State Attorneys) with 568 surveys completed during the period of 8/31/22-9/14/22. Performance measure and baseline established.

13.1c	Apply framework to Signal Four Analytics – Develop and present FDOT executive leadership proposal document on the Florida TSIS Cloud Project Recommendations. – Inform TRCC EB of FDOT leadership proposal and next steps – Execute Phase II Florida TSIS Cloud Project Scope of work to include: – S4 Analytics business case for state agency consumption – EMS use cases to assist with request for EMS data exchange – Driver and Vehicle (S4's crash and citation data) use cases to be developed to improve safety analysis	Develop framework for all system needs Business Case developed Use cases identified	December 2026	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: Florida TSIS Cloud Project Final deliverables presented to EB at 9/10/2021 TRCC meeting. Recommendations were for FDOT to consume S4 Analytics within their cloud environment due to FDOT resources allocated for CAR and S4 systems consolidation and multiple point to point interfaces between S4 and FDOT roadway data. – Phase II Florida TSIS Cloud Project (pending execution)—to focus on EMS/Driver/ Vehicle use cases and data linkage opportunities between EMS/Crash/Citation/Roadway data (ongoing) – Meeting held with stakeholders on 4/1/2021

Objective 14: Improve accessibility to data for all systems by December 2026

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 2026.

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 2026.

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: Crash and UTC Data Improvement: **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. TraCS: **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; Signal 4 and Geo-location: **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); FDOH NEMSIS Compliance: **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; **FY22:** EMSAC Data Committee: 9/13/22, 1/18,23, NEMSIS TAC: 8/22 ELVIS **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 2026.

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	