



State Traffic Records Advisory Committee (STRAC)

Bi-Monthly Meeting

Thursday, February 22, 2018

9:00 AM to 12:00 PM

Colorado State Patrol Academy

15055 Golden Rd, Room C-7

Golden, CO 80401

Meeting Minutes

Attendees

CamSys, Ryan Klitzsch (*TRC*) (*phone*)
CDE, Susan Miller
CDOR, Selina Baschiera
CDOR, Lindsay Markham
CDOR, Crystal Soderman (*Vice-Chair*)
CDOT, Alisa Babler (*Chair*)
CDOT, Dave Bourget (*Secretary*)
CDOT, Glenn Davis (*Sergeant at Arms*)
CDOT, Charles Meyer
CDOT, Tara Mundt (*Minutes*)

CDPHE, Christine Demont
CDPS, Janet Albee
CDPS, Becky Bui
CDPS, John Lynkiewicz
CDPS, Jack Reed
CDPS, Maj. David Santos
CDPS, Chris Wilson
EDU, Renee Railsback
FMCSA, Tom Wilcoxon
GOIT, Tim Avery

JDI, Joe McCarthy (*TRC*)
Judicial, Molly Saxton
LexisNexis, Shane Bates
LexisNexis, Bob Holtgrave
NHTSA, Michael Close
NHSTA, Al Graham

Agenda:

1. Introductions
2. Acceptance of Past Minutes
 - A. Motion to approve the minutes from the 12/14/17 meeting as presented.
 - i. Moved by Maj. David Santos; seconded by Alisa Babler; unanimously approved.
3. Traffic Records Coordinator Update:
 - A. Annual Report: Draft 1 was submitted to Dave and Alisa for the first review. Received comments back and will adjust. Will send version 2 next week to all STRAC officers.
 - i. NHSTA will need this by May for the 405C application.
 - B. Strategic Plan update: look at revising performance measures if needed to move data quality efforts forward and be better at tracking progress and addressing the STRACs greatest needs. Ask STRAC to be aware they may receive emails asking for input over next couple of months and please respond.
 - i. TRC will reach out to analysts regarding the most important fields / common errors encountered by CDOT and others see on crash reports, we will work to see if we can suggest ways to improve the crash data quality (e.g. data edit checks by DRIVES, feedback to the training academies, manual examples, etc.)

Action Items:

1. TRC to send to STRAC officers the final draft of the Annual Report by 3/9.
 2. STRAC Officers will need to respond with their input on the Annual Report before the next STRAC meeting.
 3. TRC to reach out to analysts of the crash data to compile a list of errors
4. LexisNexis Presentation (Shane Bates and Bob Holtgrave)
 - A. LexisNexis has products that will help with collection, dissemination and linkage of data which they have sold to several states. One of their products is a statewide smart form with wizards to help each officer fill out the correct information (similar to Turbo Tax). One of their clients, Kentucky, went from having 7 coders to 1 as their error rate on the initial report is down to 1%. They can offer a wide variety of products to customize packages for state usages. LexisNexis is a vendor that a few state agencies already use for their RMS systems.
 - B. Some of what they can offer:
 - i. Statewide repository for collections of data
 - ii. Flexible report submissions; auto-submission to federal agencies
 - iii. They have a wizard based or form bases e submission on crash report.
 - iv. Incorporated edited and business rules to ensure data accuracy
 - v. Complications with state and federal guidelines
 - vi. Ensure data accuracy and timeliness
 - vii. Provide enhance analytical and predictive policing tools
 - viii. Alternative funding options (fixed fee or transaction fee)
 - ix. Statewide online data query
 5. Draft DR3447 and Coding Manual update

- A. DR3447 Schedule - DRIVES will start in September (after roll out #2) working on building in the new form and testing. Should be done by December. Then agencies could start building their systems to accommodate the new form (6-12 months). However, if DRIVES / DOR could give STRAC the specifications and form sooner, that would speed things up by 4 months.
 - i. Predicting: June 2019 would start receiving completed DR3447 reports.
 - ii. DOR will be working on the layout of form, as it does not fit to standards.
 - iii. "DR3447" form number is already used. STRAC would like the "447" ending to remain the same, but does not have to.
 - 1. Janet will send documentation of the 447 form number to Crystal.
- B. Coding Manual will help the officer entering the data. Could also help the developer / vendors in creating the list of values, etc. Started with the previous manual and updated it with everything we talked about in the DR3447. Cambridge then cleaned it up. Now, over the next couple months, will start looking at chapters to clean up diagrams and definitions and explanations for each field. Will ask law enforcement, engineering, behavioral agencies

Action Items:

- 4. Janet will send documentation of the "477" crash form to Crystal Soderman.
- 5. Joe to work through e-mails to continue edits on the new coding manual.

6. E Citation Data Repository - next steps; E-Discovery update

- A. Judicial and Conduit will set another meeting with the task force with Colorado Integrated Criminal Justice Information System (CICJIS); should have more information for the April Meeting.

Action Items:

- 6. Judicial and Conduit will set another meeting with the task force with CICJIS. More information for the April Meeting.

7. Review of the past action items:

- A. (1) Janet will let Alisa and Crystal know when the CSP records will be released
 - i. There are some transmission issues to DOR. Having a meeting next week. Will let everyone know when the magic button will be pushed. Estimating 4,000 records per year back to 2011.
 - ii. No data from CSP has been transmitted to DOR since November.
- B. (2) Ryan Klitzsch will set up a conference with Selina Baschiera to discuss the driver file portion of the Strategic Plan.
 - i. Ryan has not yet reached out, thinks it would be best to wait until the June meeting. Lyndsey will be taking Selina's place in STRAC.
- C. (3) DOR / Crystal will send out a bulletin for the new Hit and Run form
 - i. DOR has sent out over 10,000 forms and have received none back. The form is only on paper. CSP is working on an electronic report.
- D. (4) The TRC will provide a list of who attended the crash form TRC meetings to Maj Santos and Crystal (Done)
- E. (5) State STRAC members will send contact information on their non-discrimination compliance personnel to Eboni Younger-Riehl (Done)
- F. (6) Dave Bourget will send a list of our contractors to Eboni Younger-Riehl. (Done)
- G. (7) Crystal will check into the NCIC compliance with the new DRIVES roll out.
 - i. Unable to convert some of the old data, can fill in the body and make of the vehicle but not the color.
- H. (8) TRC will send copies of their presentation to Paul Clayton. (Done)
- I. (9) TRC will send the approved copy of the DR3447 to DOR. (Done)
- J. (10) TRC will send the DR3447 rollout schedule to Crystal and Alisa. (Done)
- K. (11) Crystal Soderman will see if the proposed time line for the DR3447 rollout is plausible (Done)
- L. (12) Agencies can send proposed changes to the Traffic Records Assessment Advisory either to CDOT (by 12/19) or directly to NHTSA (by 12/26). Dave will compile submitted changes, write CDOT's suggestions, and submit to NHTSA. (Done- submitted 12/26/17)
- M. (13) Crystal Soderman will see if DOR can accommodate the next STRAC meeting, after the date is confirmed. (Done - next 3 meetings will be at DOR, then 2 at CSP)
- N. (14) Dave will schedule the 2018 STRAC meetings for 9 AM - 12 PM on the 3rd Thursday on the even numbered months. (Done)
- 8. National Governors Association (NGA) Learning Lab with Charles Meyer and Glenn Davis -
 - A. NGA brought states together for sharing of data linkages.
 - B. Team Glenn Davis, Maj. David Santos, Ted Trujillo, Christine Dumont, Lindsay Markham, and Alisa
 - i. Will be a STRAC effort going forward.
 - C. NGA is leading the effort with NHTSA on data linkage to help reduce fatalities.
 - i. Data users drive the data and data linkage needs
 - ii. Once we have identified the data needs would need to do more: Data use agreements, MOUs, data warehousing, data collection, etc.
 - iii. Next steps - team to get together shortly and developing a plan. Will meet soon and develop a plan that can be presented to STRAC next time.
 - iv. Strategic action plan Deliverable to the governor by July.

Action Items:

- 7. NGA team to meet, develop a plan and present back to STRAC

9. Status of 405CProjects 2018; Solicitations for 2019 projects
 - A. 2018 - Most projects are active. Contract has gone out to Canon City waiting to come back. Three late projects are pending.
 - B. 2019 - Sent out the solicitations to the sheriff's offices, police agencies, etc. 6 applications came back in.
 - i. 1.3 million dollars - 800k left over from this year and adding 2018 funds - \$100,000 left over.
 - C. E citation projects are still on hold. Molly's report next meeting may help with that.
10. DRIVES update
 - A. Full implementation of the Driver side. Will be deployed
 - B. DOR will test the 1st Rollout to make sure 2nd Rollout didn't effect anything
 - C. Will be hiring a new DRIVES manager
 - D. E-Crash - Request from Denver to start submitting. Joe has been in touch with Denver and moving forward.
 - i. Additional agencies - Fort Collins, Rifle, Trinidad, and the rest of Weld County.
 - E. Missing records - still working on Denver's; still have about 3500 to enter.
 - i. Tracking down missing fatals - Sharing the data with DOR and CSP, don't want to create duplicates.
 - ii. Looking to have close to 650 fatal crashes for 2017
 1. Crystal DOR is working on splitting out the fatals.
 2. DOR/ Lyndsey will be working on possibility of automatic reports on the number of crashes from each agency.
11. Blotter update
 - A. Alis met with the developer, CBI and CSP to make sure that we would meet the requirements. Met with CCIC - to go over what they would be able to deliver. Still moving forward.
 - i. CCIC already has a tool where the officers have to log in. The users are verified; not just open web-based, where personnel verification could be missing.
 - ii. Trying to utilize existing databases. Need to have further discussions with CSP.
12. Maintenance of Effort (MOE) -
 - A. NHTSA has renewed the requirement that we maintain the MOE in 2017. Compile all expenditures on traffic records.
 - i. Already surpassed NHTSA requirement for traffic records.
 - ii. DOR, CDPHE, DOT have submitted their information; need CDPHE's contribution.
13. New projects -
 - A. City of Boulder - E ticket/citation, DL Reader, Crash Location (Geo Locations).
 - i. E-Ticket - Court information will come to DOR. Conviction data not penalty assessments. DOR is unable to get them.
 1. Vote - No on the E ticket portion of project
 - ii. Crash location - Alisa thinks they are one of the agencies that sent us the geo located data.
 - iii. DL Reader - may have the e-crash included.
 1. Vote - DL Reader and Crash location - Crystal made motion to approve. Seconded by Maj. David Santos. Unanimously approved.
 2. E-ticket send feedback. Need clarification on how it would benefit the state.
 - B. Las Animas - modernized vehicles
 - i. Hardware only - Lap tops, docking stations, printers.
 - ii. Would like to see the e-citations electronically submitted.
 - iii. How many citations and crashes does Las Animas have? Population of 1,500 people in the county and only 80 DUIs last year, where most from CSP.
 - iv. Expensive for \$70k on five computers in 10 cars. Statewide average- \$2-8,000 per unit. Price goes up for smaller quantities.
 1. Only citation not crash.
 2. Yes, if they could submit both citations and crashes.
 3. How many crashes the sheriff's office have per year?
 - v. Vote - Santos motion to deny, Crystal seconded. unanimously approved.
 - C. Parachute PD - mobile data computers per unit. How many crashes in town of parachute? Will it improve statewide data?
 - i. Need clarifications of what they are going to electronically submit. Looks like they want new computers. Continuation funds from the city?
 - ii. What the benefit would be to traffic records statewide. How many crashes does Parachute have in a year?
 - iii. Vote - Crystal moved to deny as written, Santos seconded. Unanimously approved.
 - D. Lakewood PD - Mobile computers and printers
 - i. E-crash submission - same platform with NICHE as CSP. Will have as much difficulty as CSP.
 1. STRAC can help with 1st time cost of equipment, but no on replacement equipment. STRAC helped them with Software not hardware. Was not successful in e-crash in first project.
 2. How many computers/printers for \$300,000? Have not heard back yet.
 3. Feedback: need further explanation of what the funds will be used for. Some of the project can be funded, but not all. Cannot replace computers already existing in cars. Dave to ask them to rewrite the short form.
 4. Alisa motion to deny as written, will consider the long form. Seconded by Crystal Soderman. unanimously approved.
 - E. CSP - NICHE (RMS) prepare for the new DR3447. Need to improve the efficiency.
 - i. DOR may not release the new schema within the timeframe.
 - ii. Supplanting the employees hired. Improved efficiently and leverage. Employees are not dedicated to the patrol itself. The employees could be three contractors. NTSHA cannot pay salary for employees. Can fund contractors. Need to explain further of contactor wording. Need to show it is one-time project with the development.
 1. Conditional approval based on additional information in the long form.
 2. Alisa to move the approval, long form shows we are not supplanting staff and shows how it improves traffic records. Crystal wants the e-citation penalty assessments to DOR as additional deliverables. Christine moved. Crystal - denied. Santos abstained. Three approvals. approved.
 - a. Proposal is for 2.5 years.

- F. Continued projects
 - i. TRC continued with same budget.
 - ii. Tech Transfer - Was four people for \$10k. would like to send six people for \$15k
 - iii. FARS Support - \$12k
 - iv. TR Support -
 - 1. Vote: Crystal I motioned for approval, Santos seconded, all approved

Action Items:

- 8. Dave to ask Boulder for clarification on how the E-Ticket will benefit the state.
- 9. Dave to ask Lakewood PD - to rewrite the short form - Mobile computers and printers
- 10. Dave will advise Las Animas SO and Parachute PD to revise applications to re-submit for approval.

- 14. Schedule for STRAC -2018 will be 3rd Thursday every other month, 9 Am - noon.
 - A. Next 3 will be at DOR: 1881 Peirce St, Entrance B; then back to CSP

- 15. TR Forum - who is going this year to Milwaukee (Aug 12th)
 - A. Chris Wilson, Major Santos- CSP
 - B. Becky (marijuana/ DUID) - CDPS
 - C. Webster -DHS -will try to be approved.
 - D. Someone with OIT
 - E. Molly with Judicial
 - F. DOR: Ted Trujillo, Salina or Crystal, and Lindsay

Get approval prior to April meeting. Early registration ends at the beginning of June. Formalize the attendees at next meeting. Round table:

- G. Glenn Davis - electronic submissions: can reach out to the other big law enforcement for more applications.
- H. Christine will have the problem ID done soon. Will send out a link to Dave to send out.
- I. Susan -Education - would like 15 passenger van crash data
- J. Renee -LTAP - our biggest request is for local agencies to get more access to their crash data.
 - i. Alisa has six of them ready
- K. Replacement for Leslie at NHTSA is Debbie McIntosh
- L. Motion to adjourn.
 - i. Moved, Seconded and unanimously approved.

Action Items:

- 11. Christine to send link for the Problem ID report to Dave. Dave to send out to STRAC.

Next STRAC Agenda Items:

- 1. TRC Update - Annual Report and Strategic Plan
- 2. DOR/DRIVES update
- 3. State Wide Fatal Blotter status update (Alisa)
- 4. Citation Data Repository
- 5. NGA Learning Lab (Data Linkage) plan development
- 6. Formalize attendees for TR Forum.

STRAC Voting & Officers Members:

Name	Agency	Position	Phone Number	Email
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Davis, Glenn	CDOT	Sargent at Arms (non-voting)	(303) 757-9462	Glenn.Davis@state.co.us
Demont, Christine	CDPHE	Voting Member	(303) 692-3057	Christine.demont@state.co.us
Hendricks, Webster	DHS	Voting Member	(303) 866-7499	Webster.Hendricks@state.co.us
Gottsegan, Jon	OIT	Voting Member	(303) 764-7712	Jon.gottsegan@state.co.us
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