



# State Traffic Records Advisory Committee (STRAC)

## Bi-Monthly Meeting

Thursday, June 15, 2017  
10:00 AM to 1:00 PM  
Colorado Dept. of Transportation; HQ  
4201 E Arkansas, Blue Spruce RM  
Denver, CO

## Meeting Minutes

### Attendees

CamSys, Ryan Klitzsch (*TRC*)  
CDOR, Selina Baschiera  
CDOR, Crystal Soderman (*Vice-Chair*)  
CDOT, Alisa Babler (*Chair*)  
CDOT, Charles Meyer  
CDOT, Dave Bourget (*Secretary*)

CDOT, Paul Clayton (*Minutes*)  
CDPHE, Christine Demont  
CDPS, Maj. David Santos  
CDPS, John Lynkiewicz  
CDPS, Janet Allbee  
CDPS, Chris Wilson

CDHS, Webster Hendricks  
DRCOG, Mark Northrop  
FHWA, Dahir Egal  
GOIT, Jon Gottsegen  
JDI, Joe McCarthy (*TRC*)

### Agenda:

1. Introductions
2. Acceptance of Past Minutes
  - A. Motion to approve the minutes from the 4/20/17 meeting with some minor corrections.
    - i. Moved by Crystal Soderman; seconded by Christine Demont; unanimously approved.
3. Review of the past Action items:
  - A. (1) David Santos will follow up with CICJIS at CSP as the database for citations. (*Done -CICJIS does not serve as a repository for CSP citations*)
    - i. Penalty information goes to DOR, summons information goes to the local courts.
    - ii. CICJIS only kicks in if the local court does not resolve the summons.
    - iii. There are 64 repositories for county courts (one for each county). City repositories are even harder to track.
    - iv. Conviction data only comes back to DOR, with original charge.
    - v. DOR is moving towards accepting e-citations.
    - vi. E-Discovery is a new initiative that looks promising. Some citation data goes into E-Discovery. This could be most useful at the county level.
    - vii. E-Discovery must return documents to Colorado District Attorneys' Council (CDAC)
    - viii. CDOT needs to know what both the charges and the convictions are.
    - ix. The new CDOT Chief Data Officer may be able to advise on this project.
    - x. Molly Saxton, the new STRAC representative from Judicial, may know who to contact in the municipal courts.

### Action Items:

1. John Lynkiewicz to check to see if data in E-Discovery can be shared with other government agencies.
2. The TRC to write a scope of work on statewide e-citation database needs, and coordinate with those involved to keep this process moving.
  - B. (2) Leslie will send the citation plan from Barry Bratt and Charles Meyer to Dave; Dave will forward to STRAC. (*Done*)
  - C. (3) TRC to look into the previous plan, into CDAC's repository, and then will create a subcommittee/working group to come up with the next steps. Will follow up at the next meeting. (*Agenda Item*)
  - D. (4) Dave B to send conditions (e-crash not e-citation) to Trinidad. (*Done*)
  - E. (5) Dave B to send conditions (e-crash not e-citation) to Canon City. (*Done*)
  - F. (6) Tom Wilcoxon will send information to Dave B for Center PD to apply through other grants. (*Done*)
  - G. (7) Alisa will invite Christine and Webster to the toxicology task force. (*Not convened, yet*)
    - i. There are too many groups working on toxically right now. This will be postponed until some of these other groups play out.
  - H. (8) Dave to talk to Stephanie regarding OIT attending the TR Forum. (*Done - not this year*)
  - I. (9) Webster and Crystal will send Judicial contact information to the TRC (*Webster sent lead to a contact- Alisa has found a Judicial contact*)
    - i. TRC to reach out to Judicial regarding attendance to the TR Forum (*Judicial contact found*)
    - ii. It is not too late to send Molly Saxton to the TRF.
  - J. (10) Ryan will email those that are named head of the each program. (*Strategic Plan is on Agenda*)

4. Status of 2017 405C Projects:
  - A. All 2017 projects are now working, except for PPACG's project. It was moved to 2018, then declined.
    - i. The \$300,000 now spent is about an average amount for this time of year.
5. Status of 2018 405C Projects (ratify email votes; vote on new projects):
  - A. Trinidad and Canyon City have complied with the new requirements.
  - B. The ISP and 405C application has been sent to NHTSA.
    - i. The DRIVES system and Denver's delayed crash report entry effected Colorado's timeliness performance measure.
    - ii. A new performance measure from CDPHE was used displaying their switch to NEMSIS.
    - iii. DTD also provided a roadway elements performance measure which was submitted; it may be useful next year.
  - C. \$600,000 remains un-programed. All STRAC members should be thinking about new projects that will improve state traffic records.
    - i. Requests for projects to assist with the DR3447 transition may be coming soon.
      1. CSP would like negotiation on when the DR3447 comes out.
      2. The DR2447 and DR3447 can coexist. DOR wants STRAC to decide when the DR3447 will be mandatory.
      3. Funding may be available to make the transition easier.
6. DRIVES and E-Crash Update:
  - A. Drives has been live for 4 months now. DOR wants to expand e-reporting to other areas.
  - B. Changes are now being made to the data entry portion of DRIVES.
    - i. There is a backlog of data to enter, partially due to the entry of more fields and crashes.
    - ii. DOR is working with DRIVES to address this.
    - iii. DRIVES loves the layout of the DR3447
  - C. Denver PD's RMS system update has been postponed. They are nowhere near ready to submit electronically.
    - i. Validation of data is not going to work for Denver PD in DRIVES.
  - D. Grand Junction PD is done testing and is about ready to go live.
  - E. The Arapahoe County Sheriff's Office is testing.
  - F. Ft. Collins is interested in going to electronic reporting, but DOR has not heard back from them yet.
  - G. The strategy has been to try to get the agencies that submit the most records to go to electronic reporting first.
  - H. No one is looking at a single vender system yet, with direct web entry into DOR.
    - i. A lack of statewide cell phone coverage may be an obstacle is a single vender system.
    - ii. There may not be 405c funds available for licenses.
    - iii. Rollout 2 for DRIVES would need to happen before a web-entry system could be investigated.
    - iv. A scope of work could be written to outline a standard form for E-Crash and E-Citation.
      1. Scopes of work could become a STRAC wish list.
      2. This will be revisited at the October STRAC meeting
  - I. CDOT will start getting data soon.
    - i. The drives amended record process is still being reviewed by DRIVES.
    - ii. DOR is helping CDOT get a records viewer. A review of CDOT users is underway.
7. Statewide Fatal Blotter Update:
  - A. CDOT and CSP are reviewing the business plan.
  - B. The DR3447 manual will be updated to reflect the new blotter process.

Action Items:

3. Alisa Babler to share the Google Doc containing the Fatal Blotter business plan with Maj. Santos. Major Santos will review the blotter.

8. New crash report form DR3447, updates:
  - A. The new crash form is very close to being completed. There was some good fine tuning done after the last meeting.
    - i. The resistance was mainly to the LAT\LONG and clearance times.
  - B. Joe recommends that we should be close to cutting of editing of the form, because more changes may not improve the form.
  - C. STRAC needs to be sure that all important agencies are involved, and necessary agencies are contacted.
  - D. Sheriffs and Police Chiefs have been involves. As many LEAs as possible have been contacted.
  - E. LEA'S vendors should have a separate meeting and be looped in on what changes to expect.
  - F. The Police Chief's and Sheriff's Associations have meetings soon. The TRC will contact them.
  - G. Small changes can be made to the document until it is done at DOR; adding a field or page will be a problem.
  - H. STRAC should be sent the final product. STRAC can vote on the draft form at the next meeting.

Action Items:

4. Crystal Soderman will send a memo to alert customers and users that the crash form is being updated, with a link to the new form.
5. The TRC will reach out to the Police Chief's and Sheriff's Associations to have them spread the word about the DR3447 update at their upcoming meetings and conferences. Also, the TRC will ask OTS branch of CDOT to include a message of the changes at their conference.

9. Traffic Records Forum
  - A. DOR and CSP cannot spend any money until after the beginning of the new fiscal year. However, reservations can be made without payment.

- B. 405C funds can be used to hold reservations or pay for the \$55.00 late fee.
- C. There may be a MUTCD meeting on Wednesday. Five nights are being approved.
- D. Motion to increase the 405c funding to allow more people to attend the conference.
- E. Molly from Judicial will be invited and Selina from DOR will be added.
  - i. Moved by Christine Demont; seconded by Alisa Babler; unanimously approved with one abstention.

Action Items:

- 6. Dave Bourget will pursue approval of additional 405C funds for 2 additional attendees to the Traffic Records Forum.
- 7. Attendees to Traffic Records Forum will make reservations and register for the conference ASAP.

10. Traffic Records Coordinator (TRC) Update:

- A. STRAC Strategic Plan update
  - i. The TRC would like to cover one data system from the STRAC Strategic Plan (crash, driver, etc.) at each STRAC meeting.
  - ii. Gaps in the data have mostly been identified.
  - iii. Several things from the STRAC Strategic Plan have been completed or are being completed.
    - 1. Crash System Action Items:
      - a. The DR3447 update
      - b. Best practices for data users and a web based query portal
      - c. Uniform data dictionary for the DR3447
  - iv. An update on the roadway system, pending approval by DTD, will be given at the next STRAC meeting.

Action Items:

- 8. Ryan to update the Crash section of the Traffic Records Strategic Plan.
- 9. Dave Bourget will check with Phyllis Snider about a Roadway file update to the TR Strategic Plan for the next STRAC meeting.

11. Round Table:

- A. Crystal would like to get the action items from this meeting distributed to the STRAC members as soon as possible.
- B. Dave wants to note that Leslie Nelson-Taullie is retiring after 10 years of service. Dave can provide info on her retirement party on 6/29 if needed.
- C. Selena would like everyone to know that all those needing 3<sup>rd</sup> party access to DRIVES Government Access Portal should contact her. She wants electronic entry, not paper.
- D. Webster wants to note that a new DUI treatment process is being put in place that will better address mental health treatment instead of just punishment.
- E. Dahir wants to remind people that the MIRE Strategic Plan is due July 1<sup>st</sup> and that the new MMUCC serious injury standards will take effect April 15, 2019.
- F. Mark Northrop notes that DRCOG may be looking to adopt the Vision Zero Initiative in the future.
- G. Major Santos would like to mention that the CSP will start capturing data from the DR2447 starting Oct 1<sup>st</sup>.
- H. Christine Demont thanked STRAC and CDOT for helping with registration to the Traffic Records Forum.
- I. Motion to adjourn.
  - i. Moved by Crystal Soderman; second by Christine Demont; unanimously approved.

*Next STRAC Agenda Items:*

- 1. DOR/DRIVES update
- 2. State Wide Fatal Blotter status update (Alisa)
- 3. New crash form (DR3447) update
- 4. TRC Update - Strategic Plan
- 5. 43<sup>rd</sup> Annual Traffic Records Forum (TRF) reports
- 6. Citation Data Repository - next steps (TRC)
- 7. Toxicology task force update
- 8. Scope of work for single vender e-crash (OCT. Meeting)
- 9. Vote on the DR3447 draft.

*STRAC Voting & Officers Members:*

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