



# State Traffic Records Advisory Committee (STRAC)

## Bi-Monthly Meeting

Thursday, August 17, 2017  
10:00 AM to 1:00 PM  
Colorado State Patrol Academy  
15055 Golden Rd, Room 100  
Golden, CO 80401

## Meeting Minutes

### Attendees

CamSys, Ryan Klitzsch (*TRC*)  
CDOR, Selina Baschiera  
CDOR, Crystal Soderman (*Vice-Chair*)  
CDOT, Alisa Babler (*Chair*)  
CDOT, Dave Bourget (*Secretary*)  
CDOT, Paul Clayton (*Minutes*)  
CDOT, Phyllis Snider

CDPHE, Christine Demont  
CDPS, Maj. David Santos  
CDPS, John Lynkiewicz  
CDPS, Janet Allbee  
DRCOG, Mark Northrop  
FHWA, Dahir Egal  
JDI, Joe McCarthy (*TRC*)

Judicial, Molly Saxton  
DPW, Andrew McFadden  
Denver, David DiGiacomo  
Conduit, Melissa Ballard

### Agenda:

1. Introductions
2. Acceptance of Past Minutes
  - A. Motion to approve the minutes from the 6/15/17 meeting with some minor corrections.
    - i. Moved by Christine Demont; seconded by Crystal Soderman; unanimously approved.
3. Review of the past Action items:
  - 1) John Lynkiewicz to check to see if data in E-Discovery can be shared with other government agencies. ([Agenda Item](#)).
  - 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. ([Agenda Item](#)).
  - 3) Alisa Babler to share the Google Doc containing the Fatal Blotter business plan with Maj. Santos. Major Santos will review the blotter. (*Done*)
  - 4) Crystal Soderman will send a memo to alert customers, and users that the crash form is being updated. ([Approval to send this memo out has not yet been given](#))
  - 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. ([Agenda Item, See below](#))
  - 6) Dave Bourget will pursue approval of additional 405C funds for 2 additional attendees to the Traffic Records Forum. (*Done. An addition person was sent to the TRF*).
  - 7) Attendees to Traffic Records Forum will make reservations and register for the conference ASAP. (*Done*)
  - 8) Ryan to update the Crash section of the Traffic Records Strategic Plan. (*Done*)
  - 9) Dave Bourget will check with Phyllis Snider about a Roadway file update to the TR Strategic Plan for the next STRAC meeting. (*Done. Phyllis and the TRC will give this update at this meeting*).
4. Status of 2017 405C Projects:
  - A. One third of the budget has been spent for the 2017 projects.
  - B. Claims are coming in and most projects are on track.
    - i. A couple of the projects are slow to start and may need to move into next year.
  - C. CSP project
    - i. The 2013-15 projects have been delivered for imaging. The scanning and digitalization are well underway.
  - D. Some of the backlog of funds have been spent.
    - i. Approximately \$450,000 will be carried over from 2017.
    - ii. STRAC members are encouraged to come up with ideas for new projects, so we don't lose funding.
      1. Funds must be spent by September 30, so it's a good idea to have future projects in mind.
      2. Multi-year projects are allowed, as long as each year has a product.
      3. There is no maximum grant amount, but there is a finite amount of funds.
      4. HSIP funds are not being used at this time, but this could be an option for big projects in the future.
5. Status of 2018 405C Projects:
  - A. The application has been sent to NHTSA. We are awaiting approval on the 2018 projects.
    - i. State approval for these projects as already be given.
  - B. We are waiting for applications from three projects. We should have them before the next STRAC meeting.

- C. We can Expect \$630,00 in new funds from NHTSA
  - D. Four new e-crash projects will be starting in the fall.
  - E. Mario Ramos and Gina from NHTSA will be covering the duties for the recently retired Lesley.
6. New Projects Vote
- A. This agenda item was skipped, and not discussed at this meeting.
7. DRIVES and E-Crash Update:
- A. The backlog of records to be entered into DRIVES has been eliminated.
  - B. Grand Junction PD has begun submitting crashes electronically.
  - C. Douglas County Sherriff's Office is done testing but DRIVES has not yet received electronic reports.
  - D. Changes to the crash form (i.e. the DR3447) will have to be prioritized with the DRIVES phase 2 rollout (Sept, 2018).
  - E. April 15<sup>th</sup>, 2019 is the date when Colorado must adopt the new injury level definitions, from version 4 or 5 of MMUCC.
  - F. DOR is looking into missing data issues.
    - i. 30% of the missing data was already in DRIVES.
    - ii. The rest is coming in from DPD.
    - iii. CSP is also working on resubmitting approximately 2,000 missing records. This could include records from as far back as 2011.

Action Items:

1. CDOT will check to see if any of the missing records have come in from DOR recently.
2. CDOT (Tara) is checking to see if any other agencies are having problems with missing data.

8. Statewide Fatal Blotter Update:
- A. CDOT's OIT is currently working on the new Fatal Blotter.
  - B. A clarification is needed on the status of CSP's signatures. Major Santos is willing to sign them again if need be.

Action Items:

3. Alisa to check on the status of CSP's signatures.

- C. If this project is successful, it could become a template for other forms (e.g. Truck escape Ramps)
9. New crash report form DR3447, updates:
- A. The finalized version of the form will be submitted to DOR once it is voted on and approved by STRAC.
  - B. DOR has to develop the form into a paper format.
    - i. The form must be checked for ADA compliance before it is rolled out.
  - C. The form should be checked for compliance with MMUCC 5.
    - i. Changes needed for compliance with MMUCC 5 may only be necessary to the manual, and not the form itself.
    - ii. It might be useful to see what other states are doing to become compliant with MMUCC 5.

Action Items:

4. The TRC will check the DR3447 to map it's compliance with MMUCC 5.

- D. A vote at the next STRAC meeting should be sufficient for DOR's purposes.
- E. Law enforcement agencies (LEA) may need the final version of the form before their vendors can begin the conversion.
  - i. Agencies that submit the largest number of crash records should get priority.
  - ii. The more changes there are to the form, the more time the conversion will take. This is why it's important to get the new form rolled out to Law Enforcement ASAP.
  - iii. TRC will provide the third newsletter to post on the STRAC website. 405C Funds may be available to help LEAs with the conversion.
  - iv. State funds may also be available, if a statewide project is involved.
- F. DRIVES will be able to handle have both the DR2447 and DR3447 submitted at the same time.
- G. We want a feedback loop built into the new form.
  - i. This would take the form of verifications built into the form itself, or an outside validation service.
    1. DOR does not currently validate electronically submitted records.
    2. All rejected paper records are treated the same regardless of their type (citation, crash, etc.). Therefore, there is no way to differentiate crash records from other.
    3. DOR thinks that a 405C project may be able to help fix this.
  - ii. DOR could provide training support to LEAs, and the TRC will meet with LEA's trainers during the DR3447 rollout.

Action Items:

5. Joe McCarthy will send a copy of this presentation to Paul.
6. TRC will provide the third newsletter and CDOT will post it on the STRAC website.

10. The 2016 Crash Data Issue was covered during the DRIVES and e-crash update (# 7 above).
11. ATSIP Conference Calls
- A. CDOT is now participating in these calls.
  - B. Topics include the TR Forum, the TR assessment, MMUCC etc.

- C. A new person could be added to these calls; contact Selina at DOR.

Action Items:

- 7. The TRC will contact Rhonda to add themselves to these call.

12. Traffic Records Forum Attendee Reports

- A. STRAC would like a written report from each of the conference's attendees.
- B. Christine Demont's Report
  - i. Learned a lot about the DRE program, and that drug data presents several challenges.
  - ii. Learned about linking crash data to hospitalization, seat belt, costs and other data.
  - iii. The CDC is putting together a manual on how to link different data sets.
  - iv. Driver inexperience leads to crashes.
- C. Maj. Santos' Report
  - i. Also went to the DRE session.
  - ii. A roundabout and accident management class was very interesting.
  - iii. The Thin Blue Line class was about records management and how to leverage technology. The vender for this class will be meeting with CSP.
- D. John Lynkiewicz Report
  - i. Enjoyed class on data integration.
  - ii. A class on a DUI program that submits to all state agencies.
  - iii. Mapping data.
  - iv. Michigan has a quality control program.
  - v. Connecticut has e-citation.
- E. Selina Baschiera's Report
  - i. This conference was better than last year. Presenters focused on higher level data.
  - ii. Technology has improved for things such as interfaces for e-crash and e-citation.
  - iii. Drug data is changing so tracking it may take more time to accumulate data.
  - iv. CSP / DOR plan to reach out to e-citation venders.
- F. Alisa Babler's Report
  - i. Was interested in incident management, to see how other states handle this issue.
  - ii. Wants to look at trends in drug data to see if we have the same trends as other states.
  - iii. Only 2 living drivers in fatal crashes that had drugs in their system, did not have pot.
  - iv. A vender provides trucking companies with on their drivers' compliance with CMV license compliance.
    - 1. The cost for this service in Colorado is already so cheap, that it may not be useful in Colorado.
  - v. How will Colorado report on autonomous vehicles? This is a contentious conversation on the national level.
    - 1. We will have to use officer opinion as to whether a vehicle is in autonomous mode or not. This could be something that is set during the vehicles registration.
    - 2. Colorado is testing an autonomous crash attenuator truck.
  - vi. There was lots of rain.
- G. Ryan Klitzsch's Report
  - i. Saw presentations on citations, crash forms and open ended TR Coordinating Committee.
  - ii. Colorado is way ahead of the nation on the DR3447 update.
- H. Joe McCarthy's Report
  - i. A presentation on integration of data sets can sometimes lead to a reduction in data quality.
  - ii. Discussion on reporting the degree control of autonomous vehicles.
  - iii. VIN # may not give needed info since autonomous equipment can be added.

13. Traffic Records Coordinator (TRC) Update:

- A. At this meeting the TRC and Phyllis Snider will give an update on the Roadway System (goal # 6 in the STRAC Strategic Plan). The CDOT roadway file is currently compliant with federal requirements.
  - i. (6.1)A new record management system is now in production.
    - 1. The new system has some challenges that could cause delays.
    - 2. A new update is coming soon to provide more data.
    - 3. One performance measure date may not be achievable because of the backlog caused by the new system.
    - 4. Numeric goals have been created.
    - 5. Latitude and Longitude is being used for mile points.
  - ii. (6.2)DTD needs more guidance on this objective. They are not sure who the Non-DOT users might be.
  - iii. (6.3)DTD is still working on a formal work flow process.
    - 1. A LEAN process will be applied to this with all stakeholders involved.
    - 2. This should be ready before the next year.
  - iv. (6.4)A data dictionary will be produced the processes of objective 6.3
- B. DTD will need DRIVES data before the Roadway process can be complete.
- C. E-Citation Discussion - Survey showed 2/3 of responses dissatisfied with citation system.  
Most states have uniform citation  
No clear opinion on where the database should live

- Colorado may need legislative change to have e- citation system
- D. At the next STRAC meeting, Driver data will be covered.

Action Items:

- 8. Ryan Klitzsch will send a copy of this presentation to Paul.
- 9. DOR / TRC will report on the Driver file at the next STRAC meeting.

14. E-Discovery (Citation) Discussion

- A. Municipal agencies do not submit citation data to the state.
- B. District Attorneys have created an e-discovery program.
- C. This could be used to get citation data into state agencies (e.g. DOR, CDOT)
- D. There are 353 law enforcement agencies (LEA), 22 District Attorneys (DAs) and 53 record management systems (RMS).
  - i. Each RMS may have several users in it.
  - ii. Each LEA decides who receives their citations.
- E. The e-discovery program is in all of the RMSs, and automatically brings data over to the DAs.
  - i. Some agencies are scanning paper citations.
  - ii. DAs are already receiving data on driver info, VIN numbers, etc.
- F. This system could be made to work with e-citation for a reasonable cost.
- G. CDOT needs to know what the charge is, and not the adjudication, whereas CSP needs the adjudication information.
  - i. CDOT would like all the available fields; also, it is better to get data directly, not through DOR.
  - ii. The Traffic Records Assessment recommends tracking from charge through adjudication.
  - iii. Data is needed to track problems from agency to agency.
  - iv. CDPHE needs more than just crash data.
- H. DOR may need permission to receive data from sources other than LEAs, and CDOT may need legislative changes.
  - i. LEAs are the owners of the citations. An examination of statutes and technical specifications may be necessary. The Colorado Integrated Criminal justice Information System (CICJIS) may be the biggest hurdle.
  - ii. A separation of traffic and criminal summons could help lead to a statewide citation.
- I. Webster Hendricks (CDHS) may also be interested in getting involved with this subject.

Action Items:

- 10. All involved agencies should check with their legislative liaison as to what steps may need to be taken to move forward.
- 11. Alisa and Ryan to contact Melissa Ballard about the next steps in this process.

15. Round Table:

- A. Dave Bourget - Please get the receipts from the TR Forum in as soon as possible.
- B. Crystal Soderman - DOR lost their contact in dealing with citations. Lindsey Markham is taking over these duties for now. Also, DOR is collecting penalty assessment data again. Therefore, original data will begin being sent out again.
- C. Motion to adjourn.
  - i. Moved by Crystal Soderman; seconded by Selina Baschiera; unanimously approved.

Next STRAC Agenda Items:

- 1. DOR/DRIVES update
- 2. State Wide Fatal Blotter status update (Alisa)
- 3. New crash form (DR3447) vote
- 4. TRC Update - Strategic Plan & Driver Data update.
- 5. Citation Data Repository - next steps (TRC)
- 6. Scope of work for single vender e-crash (OCT. Meeting)

STRAC Voting & Officers Members:

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