State Traffic Records Advisory Committee (STRAC)

Bi-Monthly Meeting
Thursday, October 19, 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) on phone*
CDHS, Webster Hendricks
CDOR, Crystal Soderman *(Vice-Chair)*
CDOT, Alisa Babler *(Chair)*
CDOT, Dave Bourget *(Secretary)*
CDOT, Glenn Davis *(Sargent at Arms)*
CDOT, Tara Mundt *(Minutes)*

CDOT, Phyllis Snider
CDPHE, Christine Demont
CDPS, Janet Allbee
CDPS, John Lynkiewicz
CDPS, Maj. David Santos
CDPS, Chris Wilson
Conduit, Melissa Ballard

DRCOG, Beth Doliboa
DRCOG, Mark Northrop
FMCSA, Tom Wilcoxen
JDI, Joe McCarthy *(TRC)*
Judicial, Molly Saxton

Agenda:
1. Introductions
2. Acceptance of past minutes
   A. Motion to approve the minutes from the August 17, 2017 meeting.
      i. Moved by David Santos; seconded by Crystal Soderman; unanimously approved.
3. Review of the past action items:
   1) *(Action item #1 and 2)* CDOT will check to see if any of the missing records have come in from DOR recently.
      i. CDOT is conducting a statewide data analysis to determine if crashes have increased or decreased per agency, city, and county. CDOT and DOR will be sending out reports with numbers of records to each agency for further analysis. Looking for greater than 10% drop in crashes.
         1. Denver's crashes (normally in the thousands per month) dropped into the hundreds per month from September 2016- December 2016. Weld County Sheriff's Office had a drop of 12-15% of their overall crashes.
            a. The 6,900 missing Denver records are finally coming into DOR, received about 500 so far. CDOT and DOR are looking into a partnership where CDOT enters the data from Denver's tables (a direct download) and then feeds the data back to DOR. This would help DOR with the data entry efforts.
         2. Weld County is looking into their agreements with other local agencies to determine if they are taking more of the crash reports than the sheriff's office.
         3. Manitou Springs also saw a huge drop in crashes (from 80 per year to 8 records per month), which they are looking into.
         4. Colorado State Patrol has about 30% of their crashes stuck in their workflow "error" status. CDOT and DOR are missing about 4,000 records per year for 2014 - 2016. They are able to release one at a time. However, they are working with a developer to release all of those records by clearing the errors. – Janet will let Alisa and Crystal know when the records will be released, putting 2016 records as priority. By Thanksgiving, approximately 12,000 records should be released. Looking into previous years for possibly 2,000 crashes per year.
      ii. We can show these projects as a way to show improved "completeness" to NHTSA
   3) Alisa to check on the status of CSP's signatures (fatal blotter). – agenda item
   4) The TRC will check the DR3447 to map it is compliance with MMUCC 5.
      i. DR3447 is 45.6% compliant with MMUCC-v4 and addresses 30 of the 60 new elements of the MMUCC-v5. Estimated over 50% compliant with the MMUCC v5. The official rating is not yet available.
   5) Joe McCarthy will send a copy of the DR 3447 presentation to Paul.
   6) TRC will provide the third newsletter for DR 3447 and CDOT will post it on the STRAC website.
      i. DOR has to approve of the newsletter, in order for approval needs solid deadlines of: when does the new form take effect; when will DOR be able to accept the new form; how long will it take for each agency to update various systems?
         1. DRIVES rollout 2 will be August 2018, after this DOR can start building in the new form. Earliest DOR would be able to accept the DR3447 is early 2019
         2. Deadline for the new SBI definitions is 2020
         3. Average 18 months for vendors to build in the new form for agencies
         4. DOR will need to build the official form; STRAC will then have to approve it, and then sent out to agencies.

  ii. STRAC will send out a newsletter "Blast from STRAC" with general information so that agencies can start budgeting for the new form as well as put it on their project schedules.

7) The TRC will contact Rhonda to add themselves to quarterly ATSIP conference calls (done)

8) Ryan Klitzsch will send a copy of the TRC presentation to Paul/David B.
  i. Still have not received. Ryan to send to Dave B.

9) DOR / TRC will report on the Driver file at the next STRAC meeting. – Selina to give report at next meeting in December

10) *(Action item #10 and 11)* E-discovery/ e-citation: All involved agencies should check with their legislative liaison as to what steps may need to be taken to move forward. Alisa and Ryan to contact Melissa Ballard about the next steps in this process.
  i. CDAC pulled together a subcommittee and held a meeting to discuss whether the E-Discovery could handle the E-Citation data and what processes need to go through to get it done. STRAC can fund the building of the system, not the maintenance. Melissa Ballard talked with CDAC, CDPHE, CDOT, and CDOR. There are 20-22 districts (196 agencies) are already utilizing the E-Discovery and four more districts to come online. Statewide there are 270-280 total agencies and 53 different RMS's.
    1. Meeting scheduled for November 15 from 9:00-10:00 AM at 1580 Logan St Suite 480 (Call in is available) to discuss process and budget. Meeting with Tom Ranks (Director of CDAC), Alisa Babler, Crystal Soderman, Glenn Davis, Ryan Klitzsch, and John Lynkiewicz. Melissa will confirm the location.
    2. Not building a new system, just need to build a new query (one query for 53 different sources).

> **Action Items:**
> 1. Janet will let Alisa and Crystal know when the CSP records will be released
> 2. Alisa Babler, Crystal Soderman, Maj. David Santos, John Lynkiewicz, will put together "Blast from STRAC" newsletter with general information on the new DR3447. Joe McCarthy and Ryan Klitzsch will review it.
>   a. Maj. David Santos and Chris Wilson will help with contact information (Chiefs of Police and Sheriffs).
> 3. Dave B to check deadline to change definition of "Serious Injury" on the state crash form.
> 4. Ryan Klitzsch will send the TRC presentation from 8/17/17 to Dave.
> 5. Selina (DOR) to give report on the Driver File with DRIVES
> 6. E-discovery/ E-citations meeting scheduled for 11/15/2017 at 9:00 to discuss process and budget. Melissa will confirm the location.

4. Status of 2017 405C Projects:
 A. Northglenn has completed their E-Citation project. Has seen 22% increase in number of citations.
 B. Alamosa – fully implemented E-Citation 9/27. They have the stats for baselines of their PM, but there has not been enough time for the new measurements.
 C. Ft. Lupton is 100% completed and units are implemented. CDOT has not received the final report or claims, yet.
 D. Broomfield E-Citation Project is completed and they had over matched. Program went live in June and hope to have system operational by mid-November.
 E. Arapahoe, Douglas, and Jefferson Counties – LRS / Geocoding work by contractor finished, some training and full implementation completed after September 30.
 F. TRC – finished work September 30.
 G. CSP – The final claim came in, left $60k on the table. Reported 100% of the work was completed.
 H. Tech Transfer (T.R. Forum) - still need invoices and expense reports from DOR (Ted and Selina) and CSP (Major Santos and John L.)
  i. Ted did not go to the forum this year; Crystal will follow up with Selina.
  ii. Major Santos should have the report and expense sheet done today.
 I. New projects: will vote on one today, another possible this year, and a third postponed to next year.

> **Action Items:**
> 7. Crystal will follow up with Selina regarding T.R. Forum report and expense sheet
> 8. Major Santos to send his expense sheet and report.

5. Status of 2018 405C Projects:
 A. All project budgets are being processed now; none has been approved to start yet.

6. Future 2019 405C Projects:
 A. Plan to send out solicitations in November - December. Any suggestions?
  i. DR3447 new accident form; could help with agencies on funding for the implementation and training.
    1. Should be able to get the 53 vendors for the RMS Systems that support 280 agencies. Can use the contact information for the "Blast from STRAC" newsletter.

7. New Projects Vote:
 A. Geocoding Larimer and Weld Counties crashes by North Front Range Metropolitan Planning Organization (NFRMPO)
  i. Add CSP to the list of who will receive the geo coded crashes
  ii. Motion to approve Geocoding Larimer and Weld County Crashes with addition of CSP to receive the location data as well.
    1. Moved by Major Santos; seconded by Webster; unanimously approved.

8. MIRE Data Update:
 A. FHWA proposed of some or all of MIRE data elements into their Highway Performance Monitoring System (HPMS). MIRE data elements are required to be collected by 2027. Need to be thinking about this and working towards this by 2027.
  i. Allowed to do estimations on some local roads (VMTs, rates, etc.)

9. DRIVES Update:
    A. Rollout 1 is out and working. DRIVES team is working on the change requests (only 120 of them) in this enhancement stage. Working on the Vehicle Services information (in testing for 6 weeks now). Roll out schedule is August 2018. Will have someone come to STRAC to give a presentation of how this stage will work.
    B. E-Crash – Arapahoe County Sheriff's Office is next in line for deployment. Just finished testing with CSP on their new system, looks to be ready to go. (CSP is still working on methodology on the data collection). Denver is the next large agency to come aboard with E-crash. This project keeps getting pushed back due to Denver's RMS upgrade (which keeps getting pushed out) and IT issues.
        i. E-transmission was overlooked by Weld County. Something happened with the interface. May be causing the missing data, but DRIVES has not been receiving the 2017 data.
    C. DOT is asking DOR to look at EDW or re-opening EDW or DOT taking over EDW.
    D. CDPHE is missing fatal reports; numbers are not matching with DOT. DOT finds them in other ways (newspaper, death certificates, DOR, Blotters, etc.) The number of fatals are not going down; the report may not have been completed or submitted yet.
10. Statewide Fatal Blotter Update
    A. Alisa has a meeting with a new OIT team this afternoon. Slowly moving forward.
11. DR3447 review of final draft – vote update on revision to the draft Coding Manual
    A. Somethings that needs to change: Auto-cycles as a vehicle type, removing ":" from the time fields, lane identification, replacing "1st", "2nd", "3rd", "4th" by spelling them out; adding MPH after speed limit; "Others" to "Other".
    B. DR3447 is estimated to be 50% compliant to MMUCC 5. The MMUCC is not a requirement, but a guideline. FHWA is requiring all states to align with the new injury definitions and severity levels. (DR3447 is in compliance of this requirement)
    C. The new form is driven by the state's needs. New changes could be addressed by updating the manual and training, not updating the form. TRC has assured STRAC that DR3447 addresses all of the "low hanging fruit".
    D. Crystal will need to send it through DOR's forms development department. They will develop the form and apply any ADA compliance to the draft. They will then send it back to Crystal, who will send back to STRAC for final approval.
        i. Motion to accept the form with the few changes.
            1. Moved by Maj. Santos, seconded by Christine, Crystal abstained from the vote; motion passed.
        ii. TRC will incorporate the changes to the crash form and send to Crystal to process through the Forms Development Department at DOR.

> **Action Items:**
> 9. TRC will incorporate the changes to the form and send to Crystal to process through the Forms Development Department at DOR.

12. TR Forum Report
    A. Tara - The biggest "take-away" in which Colorado could benefit is:
        i. Providing feedback to the officers writing the reports. This will improve data quality over time. CDOT has the capability to add this into the new system they are building for the new DRIVES data.
        ii. Development, creation, and deployment of a "smart-form" in which any agency could utilize. With built in data validations, this on-line or through an application, could help Colorado become 100% electronic. The application should allow the officer to pin point the location of the crash for accuracy through a map. The officer could also be notified when the report has not been finalized or submitted yet.
        iii. "Train the Trainer" classes to help officers improve the data collection process and explain what the data is used for.
13. TRC Update:
    A. CDOT is working on finalizing the contract with the TRC for 2018.
    B. DR3447 Manual still needs to be updated. TRC can get the data model, form, and the manual to DOR and DRIVES will be ready by Roll Out 2. The DR3447 Schema needs to be done by DOR before the agencies can move on it.
14. Round Table:
    A. Crystal:
        i. DOR is working on implementing the new House Bill 17-1277 regarding making a "Hit and Run" involved in crashes, requires suspension of driver's licenses for 1 year automatically. The driver will have 7 days to request a hearing, and then will receive a 60-day temporary permit. DOR needed to create new workflows, new forms, and letters that needs to be done by January 1, 2018. Need law enforcement feedback to finalize.
            1. Major Santos assigned someone from PAR unit (John Epsom), will follow up with Crystal
            2. John L. will reach out to the officers who worked on the DR3447 and Denver.
    B. Tara – N/A
    C. David B – Please send the solicitations for 2018-2019 grants to other that could benefit
    D. Major Santos – NICHE, CSP's new RMS system, went live in Castle Rock. Should be statewide by April 2018
    E. Chris W – Geo coding projects, CSP would like the data as well.
        i. Will look into crashes that are not CSP. May want everything to help with their Geo Coding.
    F. John L – Denver just finished 1.1 million of scanning and imaging of crash forms
    G. Phyllis – N/A
    H. Christine – N/A
    I. Joe/Ryan – N/A
    J. Glenn – Thank you for adding auto cycle to the DR3447

K. Webster – N/A
L. Tom W. – Mario and Gina will be handling Leslie's workload for now at NHTSA.
M. Mark – working on regional Performance Measures – examine them cautiously.
N. Beth - working on state safety performance measures requirements
O. Janet – N/A

> **Action Items:**
> 10. Major Santos /John Ehmsen will follow up with Crystal on the new Hit & Run form.
> 11. John L. will reach out to the officers who worked on the DR3447 and Denver to give DOR feedback as well.
> 12. Dave to send revised data/Geocoding changes received from three counties projects to CSP.

15. Motion to Adjourn –
    A. Moved by Crystal, seconded by Major Santos. Unanimously approved.

Next STRAC Agenda Items:

1. DOR/DRIVES Driver Data update (Selina)
2. State Wide Fatal Blotter status update (Alisa)
3. New crash form (DR3447)
4. TRC Update
5. STRAC Strategic Plan
6. Citation Data Repository – next steps (TRC)
7. CDOT Title VI plan

STRAC Voting & Officers Members:

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