



State Traffic Records Advisory Committee (STRAC)

Quarterly Meeting

Thursday, June 26, 2014
9:00 AM to 12:00 PM
Colorado State Patrol Academy
15055 Golden Rd, Building 100
Golden, CO 80401

Meeting Minutes

Attendees:

Arapahoe County, Jennifer Jepsen-Cook
Aurora PD, Lt. Jeff Turner
CDOT, David Bourget (*Secretary*)
CDOT, Glenn Davis (*Sergeant at Arms*)
CDOT, Charles Keep
CDOT, Charles Meyer

CDOT, Tara Mundt (*Minutes*)
CDPHE, Jan Hart
CDPS, Maj. Barry Bratt (*Chair*)
CSP, David Aldridge
DHS/OBH, Rebecca Helfand
DHS, Webster Hendricks

DOR, Cheri Urda (*Co-Chair*)
DRCOG, Mark Northrop
FMCA, William Copley
NHTSA, Leslie Nelson Taullie

Agenda: (action items in red)

1. Introductions
2. Review of past Meeting Minutes (*action item status)
 - a. Go-Team – DOR needs a clear understanding of the needs from all departments/agencies and the links between them.
 - i. Cheri – STRAC members will be included once RFP is awarded to the vendor
 - ii. Barry – we all should go back to our own offices and look at our systems – will they all link together?
 1. There is no deadline on this item, continue working on it
 - iii. Rahim will send an electronic copy of the Data Warehouse proposal to Barry – (**Done*)
 - b. Task Force on Statewide Crash Database: EVERYONE -Send all of your department's goals to Barry by April 25th. Every agency - consult with your management or executive team as to their goals and expectations with crash data.
 - i. Barry only received one from Health. **Send in the goals to Barry**
 - c. FHWA State Highway Safety Plan (SHSP)
 - i. Need to have 5-year Road Map identifying 5 strategies, completed by June 2014 (SHSP schedule) (**Done*)
 - ii. Establish a sub-committee by April 15th (need to deliver their emphasis area plan by schedule) (**Done*)
 - d. Rahim will send a list of the top 15 agencies reporting electronically, or soon to be doing so.
 - i. Barry received copy – **resend email to everyone**
 - e. Additional FY 14 Projects:
 - i. #14-04-01-15 – CDOT, “Data Integration & Fox Pro Conversion” vendor: Plus Solutions; Rahim will send a very detailed and understandable list of deliverables of this Project to the STRAC Voting Members (will discuss within next agenda item)
 1. Change 2nd word from “was” to “wants” in item # 3, a, ii, 2 (**Done 6/26/2014*)
 - ii. #14-04-41-16 – CDOT, “Geo-Coding Off-System Locations” vendor: Metro State University – Rahim will ensure that the “may” is changed to “will” in the last paragraph on the first page (**Done 3/28/2014*)
 - f. FY2014-15 Projects:
 - i. #15-04-01-09 Pueblo (E-citation and E-Crash Reporting): More information needed
 1. Pueblo withdrew application

- ii. #15-04-01-07 CDHPE “Improve EMS and Trauma Data Systems: More info needed (end goal, data linkage, etc.)
 - 1. Withdrew application for next year
- iii. #15-04-01-11 CDOT “Users Database/Strategic Plan” funds for consultant:
 - 1. **TRC Position should develop this further**
- iv. #15-04-01-03 Lafayette PD “Speed Monitoring/Matrix Message Trailer”
 - Motion not approved
 - 1. No response
- v. #15-04-01-14 CDOT “Higher Ed Partnership Program”: Rahim will work w/MSU to finalize the SOW and the budget to present to STRAC for approval.
 - 1. Still do not know the cost. **Update next meeting**
- g. Traffic Records Assessment – Rahim to send questions to appropriate agencies (*Done)
- h. Motion to approve last meeting minutes
 - i. **Motion approved**

Need to add to the 405C application requirements:

All equipment purchased with 405C Funds must be Made in America

3. Status of current grant projects (Dave B.):

- a. Aurora, E-Citation – on schedule – will be done by end of Fiscal Year
- b. Castle Rock, E-Citation – on schedule
- c. Health Department, EMS-Trauma Registry – proceed well and expanding
- d. Denver PD, E-Crash Reporting – in testing now (internal)
 - i. Cheri – will began testing with DOR Aug/Sept (expected dates)
- e. Greenwood Village PD, E-Crash Reporting – slightly delayed, but expects to be completed in time
- f. Jeffco, Off-System Crash Data Location Clean Up, (internal) gave data back to CDOT -41K records reviewed -12K used for enhanced location and accident type).
- g. Tech Transfer – on-going (usually send 2; sent 4 to Traffic Records Forum one year)
- h. Aurora PD – E-Crash Reporting – done and successful (6% of total crashes)
 - i. Started E-Crash Reporting mid-April, found a lot of bugs and hopefully paved the way for others to follow
 - ii. Cheri – 6% improvement in turn around for paper copies. Now only 5-6 days turn around (Receipt of paper copy, to data entry, to Scanning). Previously couldn’t make 7 days
 - 1. **Cheri to send this information to Barry for STRAC Annual Report (success)**
 - iii. David – “Best \$10,000 we ever spent”
- i. Colorado Springs, E-Crash Reporting – 40% complete at end of March
 - i. Cheri – Sept/Oct time frame for testing
 - ii. Colorado Springs is about 8% of all crashes
 - iii. Partnering with Castle Rock (both working with same vendor Brazos Tech.).
 - iv. Will need to close out the grant by September 30th
 - 1. **Cheri to send email to Colorado Springs (project manager)**
- j. CDOT Data Integration & MSU Geo-Coding Off-System – both were pushed to FY 15 budget (next year)
 - i. Barry – (Data Integration Project) CDOT wants to move to oracle from Fox Pro
 - 1. Charles – will be able to interlink with other databases in the future. FoxPro is not going to be supported soon and not inter-linkable. Will be able to pull all the fields from DOR therefore will become the complete user data file after CDOT’s corrections. This will put us into the future plan of data sharing.
 - 2. Leslie – will this allow others to have access to the data?
 - a. Yes. Will make it sharable with other users; linkable to other databases (health file, road file, citation file, etc.)
 - 3. Barry – DOR had issues with the vendor due to previous contracts. **CDOT will have to outline specifics (milestones) for vendor to follow.**
 - ii. Re-Voted for approval to proceed – **Motion Approved**

4. Grant budget report (2014 & 2015 - including MSU) (Dave B.)
 - a. Tech Transfer (Traffic Records Forum)
 - b. Broomfield – E-Crash Reporting Reports
 - c. Loveland – E-Citation expansion
 - d. Eagle County (Vail, Avon, Edwards, etc.) – E-Citation and E-Crash Reporting
 - e. Wheat Ridge - E-Citation
 - f. CDOT Geo-Coding – already approved from 2014 projects
 - g. CDOT Data Integration – ([Motion Approved](#) today -see item #3j)
 - h. TRC Position (Full Time)(discussed below)
 - i. Prospective projects:
 - i. MSU – Continuation – Web based data sharing and display (no budget yet)
 - ii. Traffic Records Strategic Plan (hold for TRC Position)
 - iii. Barry – we have \$1.1 million available – a few ideas:
 1. CSP – E-Citation
 2. Traffic Records Conference
 3. DR3447 Report update
 4. DOR – new FTE to help with E-Crash Reporting and/or E-Citation
 5. Judicial – new FTE to help with E-Citation
 6. Leslie – other funding could be found with FHWA and FMC
 - j. Charles M – What is the project schedule?
 - i. End of Fall (October) we send out requests for proposals
 - ii. Short forms are due by Jan 31
 - iii. Vote on them in February
 - iv. If approved, long form is sent in by May
 - k. We need to update the project listing proposed to NTSHA
 - l. We should create and send one “blanket” email to our members with a list of project ideas; they then can forward the email to partners, communities and other entities
 - i. Courts for E-Citations
 - ii. Could private entities like DRCOG apply?
 1. Mainly only government agencies. However, some exceptions could be made (depending on strength of the project)
 - m. Leslie – what are your priorities? If the goal is E-Crash Reporting, then send to police departments and DOR. If the goal is E-Citations then send to the courts.
 - n. Cheri –more interest for impaired driving with Amendment 64 (Marijuana)
 - i. Charles Keep- Coroners reports to FARS, however, we only receive about 50% of the driver’s BAC reports and it is only of the killed drivers not of other, unsuspected drivers/passengers/pedestrians
 - ii. Colorado wants all drivers tested- BAC, we just do not get all this information
 - iii. DUI Task Force might be able to help
 - iv. Cheri – Should we create a subcommittee to come up with a problem statement and identify the gaps?
 1. Barry – The Strategic Vision to find ALL of the gaps. The challenge we need accurate data from the agencies
 - v. Jeff – the challenge for police officers is you cannot smell drugs on a unconscious person and unless they are the at-fault driver, we cannot force them to do a blood test
 - vi. Glenn – a person is going to be hired by the Office of Marijuana Coordination, Office of the Governor (before July) – we should invite them to STRAC
 - vii. Jan – Department of Health(Injury/Suicide Prevention) is hiring a few people to deal with this issue of marijuana as well (invite them)
 - viii. Leslie – Invited Rocky Mountain HIDTA as well ([Leslie to send contact information to Barry](#))

5. Presentation – Appriss – utility product on a statewide basis (Tom Palmer). Started with VINE (Victim Information and Notification Everyday) Now does data collection and analysis, statewide repository collision data and other documentation (pulls in data from multiple agencies). Works on the accuracy, and timeliness of the data. Has flexible report submission (uses wizard based submission tool). Are In compliance with State and Federal guidelines. This company can pull in reports and data from multiple sources to put them together (edit them if needed) and report out (data queries) in compliance with the Open Records Act. They have been able to come up with applications for phones for police officers to report their crashes on scene and have helped other states with electronic submission.
 - a. Barry – we are already about 80% electronic and have one report (data set) already
 - i. Appriss can build interfaces that reach out to a lot of RMS already. Work with the communities and DOR (State’s Repository).
 - ii. Appriss can modify and customize to meet Colorado’s needs.
 - b. Data can stay at DOR, Appriss would interface with it and charge for the reports (% will be convenience fee) and queries (in accordance with the State’s Open Records Act)
 - c. Appriss’ goal is to turn around the data right away – “Real Time Data” Reports cannot have personal information. Some reports / queries have to be original, and some have to be cleansed.
 - d. May have to go the legislative for the cost of selling reports Appriss can help
 - i. CSP received \$90k a year for the reports and legislative told them they cannot charge a research fee (if procuring from the web) or paper fee. So the cost of the report is gone and the monies CSP retains from that.
 - ii. Cheri – thinks that Legislative needs to catch up
 - e. See attached for Appriss’ handout packet as well as presentation. Contacts:
 - i. Alecia Webb-Edginton, 859-760-9393, awebbedginton@appriss.com
 - ii. Bob Holtgrave, 502-815-5705, bholtgrave@appriss.com
6. Colorado’s Traffic Records Conference – this fall? (Barry)
 - a. This fall is not going to happen – we need the TRC (hopefully by the 1st of the year) to coordinate this.
7. Traffic Record Forum (October 26-29 in St. Louis) – who is going?
 - a. Barry
 - b. Ted (**Cheri to talk to him**) (*Ted accepted 7/9/2014*)
 - c. Arapahoe County might send someone (**will need to change the description**) (*Arapahoe County Declined 6/30/2014*)
 - d. Diana Anderson was supposed to go but couldn’t last time (**Berry to check**)
 - e. Jan Hart
 - f. CDOT will probably send 3 people from different funding
 - g. Only have \$5,000 (405C Funds) for this trip; may need to add more funds (**Rahim/Charles M to ask Leslie for approval**)
 - i. *Per STRAC’s recommendation, Rahim requested four (4) participants to the 40th Traffic Records Forum and it has been conditionally approved by NHTSA 7/14/14*
8. Revised crash report discussion (Barry)
 - a. TRC to work on that (after 1st of the year)
 - i. This should be done either before the new system at DOR is implemented or in tandem with the implementation.

9. Discuss the process for getting a Traffic Records Coordinator (new project) in place (Barry)
 - a. TRC would be able to help with CDOT's and STRAC's duties in regards to projects and solicitation. TRC would help with inter-agency links and cooperation
 - b. Would this position be better hired through CDOT and placed under Charles Meyer?
 - i. Charles M – thinks a consultant would be better due to personnel constraints
 1. Barry agrees – would be better all the way around. All of STRAC would be “manager” and if that consultant didn't meet STRAC's requirements, we can find someone else.
 2. Glenn Davis agrees
 - c. Charles would like to get everyone's opinion and comments for the scope of work (SOW)
SOW is being written now for the TRC to be sent to all STRAC members for comments – what does everyone want to see this position's tasks be?
10. Annual Report written; TRIPRS Application and Integrated Safety Plan (ISP) completed (Dave B.)
 - a. Barry wants to expand the Annual Report to add in the challenges, more goals, and accomplishments (transparency) and add value to STRAC.
 - b. Write it Sept/Oct (following the FFY) and publish by end of October.
11. Strategic Highway Safety Plan (SHSP) (Charles M.)
 - a. Focus groups met three times each. The Data group contained many STRAC members
 - b. SHSP- Two weeks ago sent to Executive Directors and they are reviewing it for final draft. Hope to elevate to get it signed by the governor
 - c. Next step is implementation of the plan – the hard part. Safety Summit (this winter) to kick it off the implementation of the action plans.
 - i. Barry – We should schedule this for 1-2 days then the 3rd day STRAC Traffic Records
12. Intermediate Strategic Vision (Charles M.)
 - a. **Charles Meyer will send out “short term vision” draft to STRAC Voting Members (topic for next meeting as well)**
(sent to STRAC Chair and Co-Chair CC: Rahim and Leslie 7/11/14)
13. Maintenance of Effort (MOE) (Charles/ Dave B.)
 - a. MOE – Federal transportation bill (NTSHA) requires by us to look at 2010-2011 state expenditures for traffic records (CDPHE, DOR, CDOT, CSP, etc.) using state funds to establish the budget as a baseline and maintain each year thereafter. Have been asked to refine it a little bit; may have to go back to everyone to get the appropriate data or more information.
14. Discuss the Traffic Records Assessment (Dave B.)
 - a. Starts January 1st
 - b. Questions and Answers go to one point/person (David B/Rahim - so they can make sure there are no conflicts) and then to be sent out as one compiled product
 - c. Go over with state stake holders
 - d. David B – sent off questions and asked for return by Oct 1 (previously asked for 10/15 to 11/1) STRAC Voting Members will meet October 23rd at 12:30 to finalize (***NEW dates, David B to send an email out to everyone asking for Q/A back earlier if possible**)
 - e. **David to ask if Leslie could do a proof-read**
 - f. Cheri – OIT/Judicial hasn't been here last two meetings, concerned about their response
 - i. David – Judicial already sent Q/A back, although it is brief.

15. New federal requirements for safety performance measures (PM):
 - a. 13 PMs from NHTSA; FHWA has 4 universal measures. These 4 are included in NHTSA's PM:
 - i. Number of fatalities
 - ii. Fatality Rate
 - iii. Number of Serious injuries (defined as our injury level #3)
 - iv. Serious Injury Rate
 - b. If you don't meet your targets or show "significant progress", shifting of the funds could occur or sanctions could occur
 - i. Concern #1 – FHWA wants a 5 year average whereas NHTSA is yearly – FHWA is not flexible, in Colorado the five year average actually penalizes us because going back in history we have already made significant progress. So the trend line established would require us to maintain that steep reduction.
 - ii. Concern #2 – Methodology linear trend by history – should be more specific to each state

16. Round table – no other items to be discussed

Upcoming Important Dates:

1. September 25th next STRAC Meeting at CSP (10:00 am)
 - a. Agenda items:
 - i. Election for new officers (and possible voting)
 - ii. Intermediate Strategic Vision "short term vision" (Charles M.)
2. October 23rd @ 12:30 TR Assessment Questionnaire Review
3. October 26-29th Traffic Records Forum