



State Traffic Records Advisory Committee (STRAC)

Quarterly Meeting

Thursday, March 26, 2014
9:00 AM to 1:00 PM
Colorado State Patrol Academy
15055 Golden Rd, Building 100
Golden, CO 80401

Meeting Minutes

Attendees:

CDOR, Steven Monson (*Co-Chair*)

CDOT, Alisa Babler

CDOT, David Bourget (*Secr./Minutes*)

CDOT, Bo Yan Quinn

CDPHE, Nicole Richmond

CDPHE, Barbara Gabella

CDPS, Janet Allbee

CDPS, Maj. Barry Bratt (*Chair*)

CDHS, Webster Hendricks

Denver, David DiGiacomo

DPD, Mike Farr

DRCOG, Mark Northrop

FHWA, Dahir Egal

Judicial, Tracy Walter

MSU, Chelsey Worth

NHTSA, Leslie Nelson Taullie

OIT, Deborah Blyth

OIT, Stephanie Leigh

Agenda: (action items in blue)

1. Introductions - Welcome new members:
 - A. Nicole Richmond (CDPHE) - replacing Jan Hart
 - B. Deborah Blyth (OIT)
 - C. Stephanie Leigh (OIT)
 - D. Chelsey Worth (MSU)

Discussion:

- STRAC meetings are subject to Colorado Sunshine laws and notice will be sent out in advance, much like usual, as required by law.

Action Item:

- Dave B - Documents to be sent to new members (STRAC: Annual Report, MOU, By-Laws and Strategic Plan) (Done)

2. Review of past Meeting Minutes - reviewed and accepted with no changes.
3. Status of 405C grant projects (2014 & 2015) (Alisa B & Dave B.):
 - A. 2014 Projects (spreadsheet was sent last week) - final reports in, closed out projects, no surprises. Except still trying to add agencies to e-crash reporting to DOR.
 - i. E-Crash-
 1. Steve M stated DOR would make this a current, internal project (not prioritized yet) and bring agencies on board. DOR will start with a smaller agency (Greenwood Village) then move on to Denver, Co. Springs, etc. Agencies use different models or equipment, which makes it difficult to make one common schema to fit all.
 2. Current transmissions E-Reporting - Diagrams (later confirmed) and narratives have been fixed. The 2014 projects cannot be "Completed" on project status sheet; put as "Pending DOR acceptance" (done). All agencies are willing to continue with testing, when DOR is ready. Aurora is successfully transmitting; they tried 2 years ago, then resumed testing a year late, and have been transmitting since April 2014.
 3. Co. Springs having difficulties with transmitting to DOR.-Dave B to send contact info to Barry & Steve for Colorado Springs (done). Mike Farr, Denver PD, will contact Lt. Pettinger, to get progress report. DOR will look into testing.

4. Colorado Springs can send but it does not appear that DOR can receive data Thought DOR had a standard schema, EARS was built around CSP crash forms. Longmont and Aurora were added after the system was established. We should find a format to fit all entries with little altering programming. It is up to new agencies to build bridge into DOR. It is law to submit to DOR; why not go electronic. It is easier than paper. NHTSA has invested significantly in e-crash reporting and we (NHTSA & Colorado) do not want to lose investment!

Action Items:

- Steve M to look if present schema at DOR is appropriate for incoming e-transmission (why old schema is not working for new entries).
- Mike Farr, Denver PD, will contact Lt. Pettinger to get a progress report (Colo. Springs having difficulties with transmitting to DOR).

ii. Other 2014 news:

1. CDPHE ended their contract using 405C funds on June 30 and did not apply for 2015 funds. CDPHE decided to use their funds for a position, rather than a project.

- B. 2015 projects: Several projects have not submitted claims yet. Wheat Ridge withdrew grant because they are expecting major changes to their RMS soon, and wanted to hold off on this project until those changes are implemented.

- i. No invoices received yet for the TR Forum (Tech Transfer Project); no rush, but expenses were incurred in October. ACTION ITEM: [CSP & DOR will look into their projects.](#)

Action Item:

- CSP and DOR will look into the invoices for the TR Form

- ii. MSU had started Geo-coding at end of February, after a change in directors. Now, it is mostly Chelsey working the project, working with Alisa and BoYan. Project is progressing.

- iii. FoxPro Conversion project: CDOT is working with Don DeVeux, the transition is on schedule, with testing ongoing. There have been some server issues. Don is working with Karen Klodvahi, Lyubov Logacheva and Jeffrey Meyer at OIT on the project and server issues. I'm on 3 B.

C. 2016 (and future) Projects:

- i. [Specific performance measures and deliverables should be listed for projects.](#)

Action Item:

- Grantees should make a presentation to STRAC, showing successes and reasons for failures. Use this information for identifying and selecting future projects.

- ii. The available budget, from 2015 for 2016 projects is \$1,244,217. It is expected to be \$1,324,675 by summer of 2016 due to rollover funds

- D. NHTSA has invested in e-citation projects with the expectation Judicial will start to use the information. Judicial has not been contacted to link e-citation by the agencies moving to go electronic. Judicial is in a transition; working in the Colorado Integrated Criminal Justice Information System (CICJIS). Five agencies (Colorado Bureau of Investigations (CBI), Colorado District Attorneys Council (CDAC), Colorado Judicial, Colorado Department of Corrections (CDCO), and Colorado Department of Youth Corrections (DYC)) cooperate to form the integrated system. Getting court resolutions or dispositions to other agencies will help safety programs. Judicial has stated that they did not want to get into accepting e-citations until CSP (46% of tickets) went to an electronic system. CICJIS will be conduit for all citation information.

- i. Colorado laws govern citation procedure; some data not allowed to be retained by Judicial. The original charges may not match plead deals/final dispositions. It might be possible to store the data, just not release it to public. Behavioral data would be valuable to track trends. Municipal citations may not be at Judicial.

Action Items:

- Tracy will go to Judicial for progress and find out if other agencies can provide electronic citations.
- Judicial CIJIS will report back on e-citations and next steps

4. Traffic Records (TR) Assessment (Dave)-This assessment is required by NHTSA every 5 years and looks at our TR systems compared to an "ideal system". TR are comprised of six databases: Crash, Vehicle, Driver, EMS (which includes five databases at CDPHE), Citation, and Roadway. The system is rated and compared to an ideal system as "Meets", "Does not meet", or "Partially meets" ideal standards. The questions were also ranked by importance.

- A. Colorado is 17th state to use the new system. After the second round: 158 ranked -Meets, 64 - Partially and 169 - Does not meet. Some standards we will not meet and we expect to receive recommendations regarding those issues.
 - B. Dave (CDOT) tried to separate out questions to the best agency to answer, but he does not know everyone's job. All questions went to at least two agencies, to ensure coverage.
 - C. The assessment is closing Friday, 4/3. It is important to an answer for all questions which is required by NHTSA. Dave has verified that all question have some kind of an answer.
 - D. Performance measures (PM) are very well covered in assessment (6 areas by 6 competencies). The Quality Control we routinely provide may not be considered PMs. Some are, but they require measurement. CDPHE may not meet on some questions, for PMs and integration when compared to ideal. Colorado has been working on data sharing issues, but some sharing is prevented by laws.
 - E. The assessment was started in April 2014 with questions sent to appropriate agencies. The goal is for the most accurate picture of the state's systems. Answers from the various agencies were compiled by CDOT and presented in October 2014. The assessment consists of 3 rounds and runs through April 3rd. The assessment team will write their final report which is expected 4/24. A Webinar is tentatively scheduled for Thursday, 4/30 which was confirmed by the group. The Group agreed to allow the assessors to attend the webinar. It was suggested that Bill Copley be invited. (Done)
5. Traffic Records Coordinator (TRC) (Alisa) - Discussion stated that we need and want this position filled, but the mission is not clear. It will be a person to work among our offices, under contract to CDOT, and report to Alisa and Barry. TRC will be able to help complete work that the STRAC has identified, but does not have the current resources to accomplish. . Work identified for the TRC includes developing the new crash report, organizing and completing the TR Conference, and developing the (STRAC) Strategic Plan (see SOW for details).

Action Item:

- Comments on SOW are due to CDOT by 3/31/15

6. New statewide fatal blotter (Janet) - minor changes to CSP's format can be done in-house. The current CSP blotter has more fields than the state's (CDOT) blotter. This would provide police agencies with a central location to send blotters.
- A. The state reporting manual says blotters go to CSP. STRAC previously agreed CDOT should host the new blotter system. A Blotter system would need OIT's approval and be accessible to approved agencies. Alisa will work with OIT on a budget to cover the cost for building and maintaining this system. It was suggested that it be a Word document, rather than Excel to make it easier to use in the field.
7. Strategic Highway Safety Plan (SHSP) (Alisa) - The kickoff event for release of the SHSP showed a video mentioning the 481 traffic deaths in 2014 and introduced the goal of "Towards Zero Deaths". The goal now is defined as reducing each year by 12 deaths. STRAC Members may want to look at the data emphasis area section of the plan. STRAC had a lot of input into the section and impacts drove the other sections of the plan.

Action Item:

- Dave B - Link to SHSP will be sent. (Done)

8. Maintenance Of Effort (MOE) (Dave) - FY 2014 report was sent to NHTSA this month. The report appears to have satisfied the requirements; thanks to all that supplied information.
9. Data Governance (Alisa) is an on-going issue that involves data ownership and presentation. Alisa is working with Attorney General's Office (AGO) for procedures of when to go through Colorado Open Records Act (CORA), when to share with agencies and which major agencies should have a Memorandum of Understanding (MOU) on data sharing.
- A. Recently, a contractor was told to access EARS to get highway damage from police accident reports to write a highway damage summary report. EARS may provide too much information. AGO said it is be OK, but Alisa is working with DOR on procedure, possibly writing a MOU. CDOT has an MOU with CDPHE; are MOUs needed for other agencies? Colorado does not have a comprehensive, documented data sharing policy that STRAC knows of.
 - B. Individual agencies manage data and have data display methods in place, which seem to work, taking into account privacy and security issues. If too much detail given for crashes, the public can figure out the names, especially with fatalities. Some reports (like CDOT- Safety Assessments) are protected against legal action. HIPPA laws inhibit NHTSA's push for integration. It was suggested to form a committee to address Data Governance issue.

Action Items:

- Alisa is working with AGO for data governance procedures
- Dave - add agenda items for next meeting - discussion of data governance (suggestion to form a committee)

10. Discussion and voting on 2016 Projects (Barry) - Discussion on project proposals:

- A. MSU - Web based data display - CDOT is not in favor of approving this project as presented, at this time. Issues of confidentiality, data governance and what data to display need to be resolved. Internal issues, including management changes, at MSU delayed planning of this project and their current projects with CDOT. A scaled-down version of this web based data display project would be better, later, with proof of concept. STRAC wants to continue the partnership with higher education.
 - i. Motion to table the project passed.
- B. CSP- Improve accessibility to files- Many agencies keep their own crash data. This project is to centralize records, turn them electronic (eliminate paper) and allow a better query system. Colorado is behind in electronic reporting. These records include crime, but most (95+%) include a traffic event. (STRAC voting procedure of prioritizing projects that meet TR criteria and are a reasonable project to promote TR improvements was explained.)
 - i. Motion to accept - voted unanimously.
- C. Traffic Records Coordinator (TRC) - This project was discussed at the previous meeting) and approved by STRAC and NHTSA for 2015, but the planning never completed. Project is considered by STRAC as important.
 - i. Motion to accept - voted unanimously.
- D. TR and FARS Program Support - On-going partial support of CDOT salaries for STRAC, 405c and for FARS project management.
 - i. Motion to accept - voted unanimously.
- E. Grand Junction PD - E-crash and integration - GJPD reports about 1.5% of Colorado's crashes. It is good to support western slope agencies to show it is not all about the Front Range. Match is substantial. It was suggested that they add a PM for accuracy.
 - i. Motion to accept - voted unanimously.
- F. Lone Tree PD - E-Citation - Project is comparable to other e-Citation projects. It was suggested that they add a PM for timeliness and follow the Weld County/Judicial schema, written in 2009.
 - i. Motion to accept - voted unanimously.
- G. Greeley PD - E-Citation - Greeley PD had a previous project, not 405c, to initiate E-Citation program. Greeley is part of Weld County and already follows the Judicial schema. It was suggested that they add a PM for timeliness and follow Weld County/Judicial schema.
 - i. Motion to accept - voted unanimously.
- H. Elbert County - E-Crash and Integration -In 2012,277 crashes were reported in Elbert County, including CSP crashes. STRAC questioned what the laser used for. Some facts supplied by Elbert County were read; they had completed an E-Citation project that had difficulties. Proposal includes 4 years of maintenance fees (more than usual 1 year). Barry will write follow-up questions (what is covered in project). to make sure it is an effective project.
 - i. Motion to table project passed.
- I. Broomfield PD - E-Citation -Project will start on a small scale; Broomfield still uses Municipal Court. It was suggested that they add a PM for timeliness (follow NHTSA guideline PM) and follow Weld County/Judicial schema.
 - i. Motion to accept - voted unanimously.
- J. Tech Transfer - Project will send two or more STRAC members to TR Forum, in October, 2015. This project has been approved for years; attendees gaining valuable expertise. STRAC would like to send OIT and Judicial representatives; other agencies have had the chance. Another candidate is Webster, from DHS, who was nominated, but could not go in 2014.
 - i. Motion to accept - voted unanimously.
- K. Two other proposals for future projects were tabled. There was a discussion on subsequent voting on projects between STRAC meetings: Previously this was done by e-mail; now we will have a phone conference, or wait for the next meeting.
- L. STRAC may want to meet, again, to approve projects (the fatal blotter project, Elbert County and possibly the first Colorado TR Conference). Possibly a phone conference.

Action Items:

- Dave to send suggested changes to agencies requesting grants. (Done)
- Barry will write follow-up questions for Elbert County. (Done)

11. Round table: STRAC is glad OIT is present (two members attended today)

- A. Dave - Thanks for all the help with TR Assessment, MOE and other STRAC issues.
- B. Nicole - Will work with Janet (CSP) to learn about TR reporting.
- C. Barbara - The current crash report is more engineering oriented. What data is most useful for safety/ problem ID?
- D. Stephanie asked- Why Colorado Marketplace is not utilized? It is our goal to be transparent.
 - i. It was introduced to STRAC before. There is no product to put there, now. We do not want a map with dots - it looks like everyone dies in Denver.

1. Debbie - marketplace meant to hold data and is used for data sharing.

Action Item:

- Dave - email link for the Marketplace. (Done)

- E. Steve - Is concerned about crash connection DOR to CDOT; DOR would like a face-to-face meeting.
- F. Barry - Next meeting is 6/11; we may need an interim (phone conference) meeting

Action Items from minutes:

1. Send Documents to new members (STRAC: Annual Report, MOU, By-Laws and Strategic Plan).
2. E-Crash Reporting - Steve M to look if present schema at DOR is appropriate for incoming e-transmission and why old schema is not working for new entries
3. Attendees from 2014 TR Forum have not sent invoices. Attendees (CSP & DOR) to look into this
4. Have grantees make presentation, after project completed, showing successes and reasons for failures.
5. Judicial - e-citation - Tracy will go to Judicial for progress on accepting e-citations and report back to STRAC.
6. Traffic Records Coordinator (TRC) - Any comments on SOW are due to CDOT by 3/31
7. Link to the SHSP will be sent (done)
8. Elbert County -Barry will write follow-up questions (what is covered). (Done)
9. Dave to send suggested changes to agencies requesting grants for 2016. (Done)
10. Send the Marketplace link out. (Done)

Topics to discuss in the next meeting:

1. Future 405 Grant Projects
 - i. Data collection on toxicology reports
 - ii. Project to start collection of the Toxicology report data? Where should it reside?
 - iii. Project for new fatal blotter system
2. Traffic Records Coordinator (Alisa)
3. Traffic Records Assessment (Dave)
4. Judicial CIJIS Report - E-Citations
5. Data Governance issue -form subcommittee

Future Topics:

1. Impaired Driving (Amendment 64)
2. Colorado's Traffic Records Conference (Waiting for TRC)
3. New Federal Requirements for Safety Performance Measures (tabled from 6/26)
4. New DR3447 / Statewide Blotter (waiting for TRC)
5. 405C Project: 15-04-41-10 "TR Initiative Projects" - Waiting on TRC and TR Assessment recommendations