TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC)
~ Executive and Technical Council Meeting ~

MINUTES ~FINAL~ (Approved 3/14/17)	DATE December 6, 2016	TIME 10:00 a.m.	LOCATION ODPS Atrium (1st Floor Shipley Bldg.) 1970 West Broad Street, Columbus, Ohio 43223

ATTENDEES	***Executive Council*** John Born, Director, Ohio Department of Public Safety (TRCC Executive Council Chair), Michael Buenger, Administrative Director, Supreme Court of Ohio; Asim Haque, Chairman, Public Utilities Commission of the State of Ohio; and Jerry Wray, Director, Ohio Department of Transportation ***Technical Council*** *Jeff Anspach (Buckeye State Sheriff's Association; *Keith Church (ODPS-Administration); Jamie Doskocil (OSHP); *Tim Erskine (ODPS-EMS); Ron Garczewski (Federal Highway Administration/FHWA); Lori Genzen (OSHP-OTSO); Chris Gregory (OSHP-OTSO); Rob Griffith (FHWA); Tom Gwinn (OSHP); Sherry Harkness (OSHP); *Eram Kennedy, Co-Chair (OSHP); *Michael McNeill (ODOT); Kara Manchester (Ohio Department of Health/ODH); *Sara Morman (Ohio Department of Health); *Mike Pomesky (Ohio Chiefs' of Police Association); Robin Schmutz, Chair (OSHP); *Len Shenk (PUCO); *Janille Stearmer (ODPS-Homeland Security); Derek Troyer (ODOT); *Lori Tyack (OAMCCC/FCMCC); *Francheska Welsh (ODPS – BMV); *Jordan Whisler (OARC/MORPC). ** Member Agency Representative + Quorum present*
ABSENT	County Engineers Association of Ohio; Federal Motor Carriers Safety Administration; National Traffic Safety Administration; Ohio Department of Public Safety (Criminal Justice Service, Emergency Management Agency); Ohio Insurance Institute; and the Supreme Court of Ohio
GUEST:	Major Michael Black, Lieutenant Jeff Davis, Gary Humphries, Major Marla Gaskill, Lieutenant Chris Kinn, and Lieutenant Colonel George Williams (DPS - OSHP); Patricia Kovacs (Ohio Bicycle Federation);

Executive Council

TOPIC	**Welcome and Introduction**
DISCUSSION (Schmutz)	The meeting was called to order at 10:07 a.m. Captain Schmutz requested all present to introduced themselves and which organization they were representing (attendance above). In addition, the TRCC Executive Council was introduced which included John Born, Director, Ohio Department of Public Safety (TRCC Executive Council Chair); Michael Buenger, Administrative Director, Supreme Court of Ohio; Asim Haque, Chairman, Public Utilities Commission of the State of Ohio; and Jerry Wray, Director, Ohio Department of Transportation. As well as special guest from the OSHP, which included Lieutenant Colonel George Williams, Major Michael Black, and Major Marla Gaskill. Captain Schmutz also introduced Jamie Doskocil as the new TRCC Co-Chair replacing Eram Kennedy. Captain Schmutz presented a quick overview of the TRCC Committee for the Executive Council members. In 2015, Captain Schmutz was assigned as the TRCC Technical Council Chair. Along with Co-Chair Eram Kennedy, they were asked to bring a bit more structure to the committee as it was required to function under the Ohio's Public Records/Open Meetings Laws, aka "Sunshine Laws." This required a few changes within the Committee. One goal was to ensure that all TRCC funded projects were in line with the Committee's mission. In addition, working with ODPS Legal Services, the TRCC charter was revised to clarify and define the roles of the Executive and Technical Councils The final revised version of the charter was distributed to all TRCC members. As part of the revised charter, the Executive Council must meet at least once a year, while the Technical Council is required to meet at least quarterly. The annual meeting will be to keep the Executive Council abreast on the Technical Council's projects. Captain Schmutz presented a Certificate of Appreciation to TRCC Co-Chair Eram Kennedy. Mr. Kennedy is retiring on January 20, 2017. His certificate was in recognition of his many years of service not only to ODPS-OSHP (37+ years) but to the TRCC as well. With that, Tom Gwinn will be overseeing Mr. Kennedy's duties in the Traffic Statistics/FARS section and Jamie Doskocil will assist with the TRCC as Co-Chair. Director Born stated that he had worked with Mr. Kennedy for several years, found him to be a good person, an excellent public servant, and thanked him for his many years of service. Captain Schmutz also acknowledged all of Mr. Kennedy's hard work and dedication throughout the years for TRCC.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Grant Funding Update**

DISCUSSION (Schmutz Genzen)	Ohio TRCC received their award for FFY 2017 which brings the total balance to $5,841,223. Currently there is approximately $1.6 million of unspent funds that will need to be obligated before the end of the year or it will be in jeopardy of being lost (returned). However, the total of last year's projects was approximately $1.9 million. Therefore there should be no unspent funds and TRCC funding is in good shape.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Ohio Law Enforcement Information System (OLEIS)**

| **DISCUSSION** (Schmutz/Kennedy) | The OLEIS program was developed for statewide electronic crash submission. It was created internally by ODPS IT division as a standalone program. To support the electronic submission of traffic crash records and eCitation, it is offered to law enforcement agencies at no cost. Currently there are 190 Ohio Law Enforcement Agencies (OLEA) using OLEIS primarily to submit their crash data. In addition, there are 217 agencies using crash modules provided by outside vendors. Of the approximately 200,000 crashes received, ODPS-OSHP received approximately 65% electronically. The electronic crash submissions results in an improvement of both timeliness and accuracy of the data. In addition, it forces the officers to enter all necessary data into the reports, resulting in improved efficiency and complete crash information, as the data cannot be submitted without all fields being complete. The electronic citation project was an off again/on-again project for many years until the OLEIS program provided an avenue through the eCitation module. With that addition came the question as to who would store the data. Since ODPS-OSHP was already storing the crash data, it also began storing the eCitation data. ODPS IT created a programming guide to set statewide standards for eCitation data that all vendors must follow. Therefore all the eCitation data submitted would be the same.

Court records management systems must have the capability in receiving electronic citations. To offset the cost of building the interface for the courts to receive the electronic citations, TRCC agreed to fund court vendors to build the needed interface systems.

In addition, OLEAs needed the ability to print the citations. In March 2016, TRCC agreed to fund an additional project to purchase in-car printers for those OLEAs that met the agreed criteria and that were using the eCitation module. In the next week, 1,192 printers will be delivered to 138 different OLEAs throughout the state. Currently there are 66 courts receiving eCitation data electronically. An additional 92 courts are receiving the printed copies with the expectation to eventually receive the data electronically as their vendors are working to develop their interface. Although those 92 courts are still receiving the printed data, ODPS-OSHP receives those citations electronically. Which is resulting in an increase in the eCitation statewide depository. There continues to be an increase in the courts interested in receiving the data electronically as they see the advantages. One of the first courts to start receiving the data electronically was the Fairfield Municipal court. In the past, it would have normally taken them up to three days to process citations received during a busy holiday weekend. However, now that they receive the citations electronically, it takes approximately 20 minutes to process the same amount of citations.

ODPS-OSHP is responsible for entering all crash data received. In the past, OSHP would receive up to 200,000 citations that needed to be keyed, which would result in a backlog of up to a year's worth of citations. Currently, there are very few officers within OSHP issuing paper citations, only a few are received and entered weekly, there is no backlog. The data is now uploaded to the courts every two hours and then within another two hours, uploaded to OSHP's data system. With the information available so quickly, law enforcement can obtain fairly close to real time crash data and respond accordingly, therefore, possibly avoiding additional crashes.

Director Born addressed the Committee. He stated that in the past the information being received via data collection impacted many policy decisions. Although the data has always been important, we now realize that the speed in which the data is received is not only amazing but just as important as the data itself. The state has come further in the last six years than the last twenty. These results could not have been achieved without the leadership and collaboration within TRCC, including the funding support of our federal partners. The last six years in the state of Ohio have been the safest years on Ohio roads in history. In 2013, Ohio lead the nation in fatality reduction. Although we have a long way to go, with our systems we have in place (OTIS/OLEIS/crash data), we now have a much better picture of where, why, and how to fix it. In the past, we had to analyze crash data that was several years old. That is no longer the case. TRCC is setting the path for the future. |
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Captain Schmutz thanked the ODPS-IT division for their assistance. The OTIS helpdesk receives hundreds of emails daily. As a result, the response time is not as quick as expected. Your patience is appreciated. Many of the emails are those requesting information as to how to receive crash data and reports electronically. ODPS-IT and OSHP is working together to provide the requested information. In addition, OLEAs are requesting information regarding OLEIS and eCitation. Once they see it, they become interested, and request more information.

Chief Pomesky stated that currently in their county they interact with web-based applications for all the courts filings within their county. They are still looking at utilizing electronic citations in order to transfer their data from all their courts and share their data with the state. He inquired if there is a process in which to make this happen. OSHP can provide the software for electronic citation, but it does not have the capabilities to interface with other records management systems, as it is a stand-alone system. However, developing an interface from OSHP modules to another's records management system can be easily done. They currently are looking for a system that can take all the data that they receive from all of their 22 LEAs that is loaded into RMS, then transfer the data to the state. Captain Schmutz will follow-up after the meeting to obtain additional information.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Roadway Data**

DISCUSSION
(Schmutz/McNeil)

Location Based Response System (LBRS) – is a partnership between state and county governments for the creation of accurate locational information on all roads and addresses in a county. This information is used to save lives by improving accuracy of locations provided to first responders and saves taxpayers money by reducing redundancy in data collection from several different agencies. This information is posted by the Ohio Geographically Reference Information Program (OGRIP) and can be used/accessed by all agencies wanting to use the center line and address data. The county downloads that are available include; center line, address points, intersections, landmarks, and railroads.

This information is in line with the Map21 federal requirement for roadway data elements. Therefore, by collecting this information, Ohio is moving toward compliance of this federal requirement. To date, 81 of 88 Ohio counties are participating in the LBRS program. Currently working with the remaining counties to bring them on board as well.

Officer Crash Mapping Tool (OCMT) – the in-car mapping tool is to improve the accuracy of the crash location information on the crash reports (OH-1). This tool would be installed on computers in patrol vehicles and would automatically populate 17 location-related primary fields on the OH-1. Currently officers manually complete these fields. This would be eliminated with OCMT. The OCMT will automatically complete the information which will drastically improve the accuracy and timeliness of the crash records. This in itself will decrease the need to contact agencies that submit reports with incorrect location data, greatly improve the crash location information, improve the GIS crash analysis report, and etc.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**EMS**

DISCUSSION
(Schmutz/Erskine)

Currently there are three EMS related projects. Due to funding granted through TRCC, all three systems have been upgraded.

1) *EMS Incident Reporting System (EMSIRS)*
   - System where every emergency run in Ohio is reported
   - Follows and was developed in accordance with National EMS Information System (NEMSIS) standards.
   - No longer using the old version. Completely utilizing the new version. Transition went very well. No issues as of now.
2) *Ohio Trauma Registry (OTR)*
   - Records when a person is injured and admitted into a hospital.
   - Follows the National Trauma Data standard.
   - Up and running for several months and is accepting data from all hospitals throughout the state. Although there was a little downtime from the transition, all back data has now been submitted.

3) *EMS Trauma Rehabilitation Registry* (TRR)
- Registry for trauma patients that have been discharged from an acute care facility and admitted to a rehabilitation facility. TRR contains assessment data from that patient from the rehabilitation facility.
- Follows the In-Patients Rehabilitation Facility Patient Assessment Instrument (IPRFPAI)
- Scheduled to go on-line (live) next week. All testing has been completed and will begin to train hospital personnel to ensure the correct data is being collected.

The next steps will be to connect all the data collected through the three systems. The vendor, Digital Innovations, will link the records through a continuity of care server. They will take the EMS record, link it to the trauma record, then attached it to any appropriate rehabilitation record. This will allow for a view of the patients care from the moment of injury through discharge from the system. This will offer an extremely comprehensive view. There is only one other state, Maryland, that has the ability to do this as well. At this point, other states are looking towards Ohio as the model state as to what they want to do with their data systems.

In addition, there is a potential to link this data with the current crash records. This will allow for a comprehensive overview of what happens to people if they are in this type of crash, go to a certain facility with this kind of injury, and what their outcome may be.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Crash Reconstruction**

DISCUSSION (Schmutz/Kinn)

In June of 2016, TRCC granted funding to the OSHP Crash Reconstruction Section (CRS) to purchase specialized equipment. Lt. Kinn reviewed the items purchased:
- (10) Trimble S5 Robotic Total Stations and (2) Trimble R8 GPS Total Stations. These robotic total stations allow officers to map a crash scene quickly and efficiently.
- Bosch CDR Equipment (cables & software): NHTSA requires that all vehicles, 2013 and newer, sold in the U.S. that have an Event Data Recorder a.k.a. "black box" that the recorded data must be obtainable and the information is standardized, i.e. records up to 5 seconds of pre-crash data in half second increments. This data is critical in assisting with determining the cause of the crash. This assist in determining how fast they were traveling upon impact and what they were doing seconds prior to the impact. This aides in the investigation and prosecution.
- Crash Zone Software – to be used in coordination with the S5 Robotic Total Stations
- FARO Reality Software. Included training. This allows raw data collected at the crash scene to be turned into an end user product.
- (4) KIA Event Data Recorder Kits and (4) Hyundai Event Data Recorder Kits
  Kia and Hyundai have their own independent data recorder kits and are not part of the Bosch system. Therefore, had to be purchased separately from Bosch.
- (3) FARO Freestyle Handheld Scanners. Included software to process the information, to link the scanners, and training.

Lt. Kinn noted that in September when OSHP Trooper Kenneth Velez was killed in a fatal motor vehicle crash, OSHP CRS used almost all of the new equipment purchased in that crash investigations. The case is currently pending prosecution, so the data cannot be shared at this time. However, the product(s) that was obtained from this equipment was remarkable.

Lt. Kinn presented a demonstration of the FARO Freestyle Handheld Scanners. The scanners are used on motor vehicles that were involved in a crash. There is nothing available that provides the information like a 3D rendering of the vehicle. When applied to the vehicles it allows CRS to put the vehicles back together prior to the impact, enhances the data collected, provides the ability to print the 3D image, and enhances the quality of the crash investigations. It also provides a unique prospect of the case to the courts.

The equipment is available to any outside law enforcement agency that request the assistance with crash scenes.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

End Executive Council Meeting at 10:46a.m.

~ BREAK ~

~Technical Council Meeting ~

TOPIC	Welcome and Introduction
DISCUSSION (Schmutz)	The Technical Council meeting was called to order at 11:06 a.m. The list of TRCC council members was circulated for review. Captain Schmutz stated that it is beneficial to have the Executive Council and Technical Councils to meet in order to share information. The two councils (Executive & Technical) will continue to meet annually. The next Executive Council meeting will be in December 2017.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
None		

TOPIC	Review and Approval of Meeting Minutes
DISCUSSION (Schmutz)	The meeting minutes from September 20, 2016 were reviewed and approved without change. ***ACTION: Motion to approve the September 20, 2016 TRCC Technical Council meeting minutes without change.*** Eram Kennedy – First. Keith Church – Second. None – Abstained. None opposed. Motion approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	Committee Reports

DISCUSSION (ALL)	*Administration ~ Captain Schmutz.* Welcome to Jamie Doskocil as the new Co-Chair. Please include Ms. Doskocil in all TRCC correspondence, jldoskocil@dps.ohio.gov. In addition, Tom Gwinn will also be joining the TRCC Technical Council.
	
	 Traffic Safety ~ Chris Gregory. Nothing new to report.
	
	 Quality Control & eCitation/Citation Tracking ~ Eram Kennedy. In addition to what was reported during the Executive Council: Currently, there have been 260,817 crashes submitted with 65% being submitted electronically, leaving 93,000 being processed on paper. Recently received a complaint that Cleveland and Youngstown crashes were not posted to the ODPS-OSHP's website. However, after follow-up, the only missing crashes were from November 2016. That was due to Cleveland and Youngstown not submitting their crash data electronically and it can take six to eight weeks for paper submissions to appear on the ODPS-OSHP website.
	
	 Roadway Data ~ Michael McNeal.
	     LBRS update – 81 of 88 Ohio counties are participating in the LBRS program. Scioto County has been fully funded and are moving forward with coming on board. ODOT is meeting to discuss funding options to assist with the remaining six counties.
	     In-Car Mapping Tool – Nothing new to report.
	
	 Driver and Vehicle Services ~ BMV: Nothing new to report.
	
	 EMS ~ Tim Erskine: Reported during the Executive Council, see above.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
None		

TOPIC	New Business
DISCUSSION (All)	*2017 TRCC Meeting Schedule:* The 2017 TRCC meeting schedule will be posted to the ODPS website and distributed at the next meeting. The next meeting will be in March 2017. An email will be sent with the exact date. *State of Ohio TRCC Strategic Plan (FFY 2017 – FFY 2021):* The TRCC Strategic Plan was distributed to all via email. The Strategic Plan is a requirement of the National Highway Traffic Safety Administration (NHTSA), addresses deficiencies in Ohio's traffic records system, and is based upon recommendations provided in the 2015 State of Ohio Traffic Records Assessment. We are required to submit a quarterly project grant update to NHTSA. In the past, project grant updates were sent to Captain Schmutz. Instead, all updates will be sent to Ms. Doskocil. She will be sending an email requesting that information, please respond accordingly. The goals and objectives along with timelines are listed in the Strategic Plan, please refer there for the specific follow-up dates.

Project Proposals:

Although the project requests may be approved by the Council, they will need to be approved by NHTSA prior to being implemented. In addition, the requests may have to be presented as a Business Case to the ODPS Director's office for approval as well.

Software Developer Position for Driver Record Retrieval System ~ Keith Church:

Presented (via PowerPoint – Attachment 1) a project proposal which supports the TRCC mission to maximize the efficiency and effectiveness for traffic safety information systems. ODPS-IT would like the Council to consider funding a Software Developer position for the purpose of creating an Ohio Driver Records retrieval system to integrate with the Ohio Law Enforcement Information System (OLEIS) eCitation application that will allow Law Enforcement agencies to electronically attach the Ohio Driving Record extracts to citations being electronically sent to local courts.

The Council discussed the proposal.

Benefits:
- Eliminates time in which an officers sits alongside the road to complete a citation. More time alongside the road increases the risk of possible injury to that officer.
- Standardized citation submission process.
- Cost and time savings
- Electronically send citation and driver history.
- Automatically attach required document to eCitations.

Concerns:
- Some courts are requiring the Ohio Driving Record extracts or will dismiss the citation.
- Ohio Driver Record extracts are not public records (confidential?).
- How will the Ohio Driving Record extracts be submitted with the eCitation?
- What information would need to redacted; personal identifiers (e.g., social security numbers)?
- Regulations will need to be developed in order to ensure information that is not considered a public record is redacted appropriately.
- Although they are currently using OLEIS, not all OLEAs have the ability to attach the Ohio Driving Record extracts to the citations. However, they have requested the ability to do so. (OSHP currently can.)
- ODPS IT office has been able to accommodate most OLEAs requests, at this time they are not able to comply due to the need for additional staff.
- The software will be developed according to what is needed to meet all the public record concerns.

> **ACTION: Motion to approve and fund one Software Developer position for the purpose of creating an Ohio Driver Records retrieval system to integrate with the Ohio Law Enforcement Information System (OLEIS) eCitation application that will allow Law Enforcement agencies to electronically attach an Ohio Driving Record extracts to citations being electronically sent to local courts. 1 Consultant Software Developer @ $85.00 an hour for a total of 2,200 hours for a total of $187,000.00.** Lori Tyack – First. Eram Kennedy – Second. Keith Church – Abstained. None opposed. Motion approved.

OSHP Post Scanner Request ~ Lieutenant Jeff Davis

Lt. Davis presented an issue with eCitations and records retention. Currently OSHP must retain all eCitations for five years plus the current year. The eCitations are all digital, paper copies are no longer necessary. OSHP personnel must upload any additional documentations that are attached to the eCitation. This assists with keeping all the information together, records retention requirements, and allows for a complete retrieval of all documents upon a public records request. Each OSHP post must scan all these documents into eCitations. However, not all OSHP post have scanners. They are using the common printer/copier/scanner devices that are used by all the post personnel. OSHP Sergeants have requested dedicated scanners for eCitations and eventually cash reports which would increase efficiency.

With the assistance of ODPS IT, Lt. Davis researched several scanners and found that the best choice would be the Fujitsu iX500 Document Scanner at $400 each. With 59 OSHP post, the total cost will be $23,600.

> **ACTION: Motion to fund the purchase of 59 document scanners to be distributed to all the OSHP Post for eCitations and cash report documentation. Total amount requested is $23,600.** . Chief Mike Pomesky – First. Tim Erskine – Second. None – Abstained. None – Opposed. Motion approved.

eCitation In-Car Printers – Project Revised ~ Eram Kennedy

In March 2016 the Council agreed to approve an ongoing project to purchase in-car printers and mounts for OLEAs to use with eCitations that meet the minimum requirements. The first round of printers were ordered (2,400) and currently 1,192 of those printers have been requested and will soon be distributed. To assist in providing the remainder printers to additional OLEAs, Mr. Kennedy is proposing to revise the following minimum requirements:

1) As not all OLEAs are considered full time agencies, it is recommended changing the requirement of "…a full time department who conducts traffic enforcement…" to "…a department that conducts traffic enforcement in Ohio. Remove the stipulation of a "full time" department.

2) Of the 138 applications received for the in-car printers only 17 requested the maximum of 20 printers. Some of the agencies that requested the maximum of 20 printers are in need of additional printers. Although they accepted the 20 printers, they are unable to distribute to all their cruisers, therefore they are continuing to submit both, paper and electronic citation. By removing the limitation of 20 printers, those agencies may be able to move to all electronic submissions. The request is to remove the minimum amount of 20 printers for each agency.

> **ACTION: Motion to remove the restriction for receiving eCitation in-car printers from only "full time" departments to any department that conducts traffic enforcement in Ohio.** . Chief Mike Pomesky – First. Jeff Anspach – Second. None – Abstained. None – Opposed. Motion approved.

> **ACTION: Motion to remove the maximum amount (20) of in-car printers to be purchased and distributed per agency as long as funding is available.** Tim Erskine – First. Chief Mike Pomesky – Second. None – Abstained. None – Opposed. Motion approved.

The eCitation In-Car Printer Application (OHP 1693) will be revised to reflect the approved changes.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
The eCitation In-Car Printer Application (OHP 1693) will be revised to reflect the approved changes.	Eram Kennedy	ASAP

TOPIC	**Old Business**

DISCUSSION (Schmutz/All)	Previous Action Items: *(9/20/16)* • Council is asked to bring project ideas forward regarding improving traffic safety and data collection. *All Council Members (continuous)* • Council forward feedback regarding the TRCC Strategic Plan to Ms. Kovacsiss at lmkovacsiss@dps.ohio.gov. *All Council Members – Strategic Plan submitted.* Ms. Doskocil will forward project deadlines for the Strategic Plan action items to all involved. Open Forum: *Patricia Kovacs – Ohio Bicycle Federation (OBF):* Ms. Kovacs presented an analysis of bicycle crashes and suggestions to improve reporting to the Council on March 15, 2016. She updated the Council on the status of the Ohio Bicycle Federal's project. They have submitted their suggested revisions in June 2016 for the Model Minimum Uniform Crash Criteria (MMUCC) which is currently under review. A second forum was held in October 2016. They have submitted additional change requests. Although Ohio recognizes bicycles and animal drawn vehicle as vehicles on the crash report, the National Standard does not. This is the major change that they would like see adopted. In addition, she offered her appreciation to Eram Kennedy for all of his assistance.

A committee made up of the interested parties will be created to review and revise the crash report in 2017. Which must be completed by 2019. Many additional requirements will need to be included. Ms. Kovacs would like to be on the committee. Ms. Kovacs will be contacted when the committee is being formed.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
Project deadlines for the Strategic Plan action items will be emailed to all involved	Jamie Doskocil	Quarterly

TOPIC	Adjourn

DISCUSSION
(Schmutz)

ACTION: Motion to adjourn. Keith Church – First. Janille Stearmer – Second. None Abstained. None opposed. Motion approved.

The meeting adjourned at 11:18 a.m.

ACTION ITEMS	PERSON RESPONSIBLE
The eCitation In-Car Printer Application (OHP 1693) will be revised to reflect the approved changes.	Eram Kennedy
Project deadlines for the Strategic Plan action items will be emailed to all involved	Jamie Doskocil

ATTACHMENTS

State of Ohio TRCC – Software Developer Proposal PowerPoint (Attachment 1)
~ NOTE: All attachments are available upon request. ~

NEXT MEETING

Tuesday, March 14, 2017 at 10:00am
Ohio Department of Public Safety – Conference Room 1107
1970 West Broad Street, Columbus, Ohio 43223

Action Item:	Person Responsible	Date Assigned/	Date Completed
TRCC Action Items **2016**			
Current/Pending			
None			
Ongoing			
Review Charter Member List and forward changes to Sherry Harkness.	All Council members	ongoing	
Council bring project ideas forward regarding improving traffic safety and data collection	All Council members	ongoing	
Project deadlines for the Strategic Plan action items will be emailed to all involved.	Jamie Doskocil	12/6/16	quarterly
Forward the Crash Report review committee contact information to Ms. Kovacs. *Note: Committee will not be formed until 2018.*	Jeff Davis	3/15/16	To be completed in 2018
Completed			
Survey be develop and emailed to agencies regarding OLEIS/e-citation printers.	Eram Kennedy	11/17/15	Presented to the Council 3/15/16
Detail list of the Crash Reconstruction items requested to be provided to Council for funding consideration.	Lt. Chris Kinn	11/17/15	Presented to the Council 3/15/16
2016 TRCC Technical Council meeting schedule emailed and posted to OSP website.	Sherry Harkness	3/15/16	Updated & Posted 3/16/16
Ohio's Law Enforcement State Homeland Security Program Grant Summary forwarded to Eram Kennedy. And Eram Kennedy forward to all Ohio Law Enforcement Agencies.	Tracy Proud & Eram Kennedy	6/28/16	Emailed 8/30/16
Council forward feedback regarding the TRCC Strategic Plan to Ms. Kovacsiss at lmkovacsiss@dps.ohio.gov	All Council Members	9/20/16	Complete
The eCitation In-Car Printer Application (OHP 1693) will be revised to reflect the approved changes.	Eram Kennedy	12/6/16	Complete 12/8/16