

TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC)

~Technical Council Meeting ~

MINUTES ~FINAL~	DATE Tuesday, June 28, 2016	TIME 10:00 a.m.	LOCATION ODPS Conference Room 1102 1970 West Broad Street, Columbus, Ohio 43223
ATTENDEES	Dave Baker (OSHP); *Keith Church (ODPS – Administration); Sherry Harkness (OSHP); *Eram Kennedy, Co-Chair (OSHP); *Michael McNeill (ODOT); *Michael Pomesky (Ohio Chiefs of Police Association); *Tracy Proud (ODPS-Homeland Security); *Russ Rauch (ODPS-BMV); Karen Rodgers (OSHP-BMV); Robin Schmutz, Chair (OSHP); *Len Shenk (PUCO); *Michael Stiteler, (ODPS-CJS); *Lori Tyack (OAMCCC/FCMCC); *Keith Willoughby (FMCSA)		
	* Member Agency Representative + Quorum present		
ABSENT	Buckeye State Sherriff’s Association; County Engineers Association of Ohio; Federal Highway Administration; National Traffic Safety Administration; Ohio Association of Regional Councils; Ohio Department of Health; Ohio Insurance Institute; and the Supreme Court of Ohio		
GUEST:	Rebecca Sippel, (OSHP-Intern)		

AGENDA TOPICS

TOPIC	Welcome and Introduction
DISCUSSION (Capt. Schmutz)	<p>The meeting was called to order at 10:14 a.m. All those present introduced themselves and which organization they represented (attendance above).</p> <p>Capt. Schmutz introduced Rebecca Sippel, a college intern assigned to OSHP, the Office of Planning & Analysis, to assist with completing the 2017 TRCC Strategic Plan. Council members are encouraged to forward (via email) any ideas that they may have for the Strategic Plan to Ms. Sippel @ rsippel@dps.ohio.gov (copy Capt. Schmutz @ rschmutz@dps.ohio.gov).</p> <p>Capt. Schmutz also announced that Dave Baker is retiring effective July 29, 2016 after 30 years of service with OSHP.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	Review and Approval of Meeting Minutes
DISCUSSION (Capt. Schmutz)	<p>The meeting minutes from March 15, 2016 were reviewed and approved without change.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><i>ACTION: Motion to approve the March 15, 2016 TRCC meeting minutes without change.</i> Lori Tyack – First. Keith Willoughby – Second. None – Abstained. None opposed. Motion approved.</p> </div>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	New Business
DISCUSSION (All)	<p><u>Grant Funding Update – Captain Schmutz/Lori Genzen.</u> – Nothing new to report.</p> <p><u>Ohio Law Enforcement Information System (OLEIS) – Eram Kennedy.</u> During the March 2016 TRCC meeting, the Council approved an ongoing project for the purchase and distribution of in-car printers and mounts for outside law enforcement agencies that meet the minimum qualifications. Due to the end of State Fiscal Year 2016, the printers will be purchased at the beginning of SFY 17 (July 1, 2016).</p> <p>An announcement regarding the availability of printers was sent (via email) to 279 law enforcement agencies that are currently using some form of electronic crash submission or had expressed an interested in moving to electronic submissions. Seventy-five requests were received for approximately 600 printers. Unfortunately, a few agencies did not meet the minimum qualifications to receive the printers. Another email announcement will be sent after July 4, 2016, to all Ohio Law Enforcement Agencies. Nearly 1,800 printers will be purchased this round. Anticipate that interest will be high. The Ohio Traffic Safety Office, Ohio Law Enforcement liaisons will assist with distribution which will aid in increased delivery time.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

Administration (1-12) ~ Capt. Schmutz. Nothing new to report.

Traffic Safety (13) ~ Capt. Schmutz. Currently there are approximately 160 current Drug Recognition Experts (DREs) in Ohio. The goal is to have at least 200 by the end of the year. The National Highway Safety Administration (NHTSA) recently approved the purchase of tablets for the DREs to use to enter the information for the drug evaluation forms. This will replace their current hand-written reports. The information will be automatically uploaded into the database.

Quality Control (14-20) ~ Eram Kennedy. Currently, 60% of crashes are being submitted electronically. There are 186 agencies using the OLEIS program, 216 agencies using private vendor software, for a total of 402 agencies that are submitting their crash reports electronically. Electronic submissions increase accuracy and decrease the submission time. With the increase use of electronic citations, the hope is that it will prompt additional agencies to also submit electronically. The courts continue to push for electronic submissions.

A committee has been developed to review all Criminal Complaint forms. The committee last met on May 26, 2016. The purpose of the Committee is to review the various Criminal Complaint forms that are being used across Ohio and design one single form that can be used statewide. With the state moving towards all-electronic submissions, it is imperative that this project is completed. The meeting that was scheduled for June 28, 2016 was cancelled and is being rescheduled.

Roadway Data (21-22) ~ Michael McNeal:

LBRS update – nothing new to report, there are still only 80 counties complete.

In-Car Mapping Tool – Currently working with internal IT staff to develop a business scope and other matters prior to releasing to possible vendors. Meetings continue to be conducted. This project's purpose is to gather accurate crash location data. Currently there are 17 location fields that an officer must complete. This project will provide a mapping tool for officers to utilize, eliminating the need to complete each of the 17 location fields, instead the mapping tool will automatically fill in the location information, providing more accurate and timely data.

Driver and Vehicle Services (23-26) ~ Russ Rauch. Credit card payments are now accepted at the Deputy Registrars offices. The delay was due to the 2% fee that the vendor would be required to pay. However, the 2% fee may now be added to the payment which is paid directly by the customer.

Driver Simulators update – The RFP was approved and released. Three companies submitted bids. The bids were much higher than anticipated, but continue to move forward. The contract was awarded to Children's Hospital of Pennsylvania, Diagnostic Driving. They are working together to develop the simulators.

Citation Tracking (27-33) ~ Eram Kennedy. There are currently 57 courts that receive electronic submission and are pushing for the other agencies that have yet to do so. There are an additional 100 courts that are still receiving printed version of the citation data. Although they do not have the software to accept the citation electronically, they do accept a printed copy of the citation. This allows the officer to print a copy of the citation and send it directly to the court. The advantage is that OSHP still receives the crash data electronically.

EMS (34-38) ~ Capt. Schmutz. Sue Morris is no longer with EMS, has transferred to the Ohio Department of Health. Instead, Tim Erskine will begin attending for ODPS-EMS. Prior to her departure, Ms. Morris provided a brief update:

Trauma Acute Care Registry – Nothing new to report

EMS Incident Reporting System – Web registry is in production and receiving records. Completed two web-based trainings for direct-entry users. Third-party software vendors are currently testing against the system.

Trauma Rehabilitation Registry – The rehab registry testing in UAT (User Acceptance Testing site) has been completed. DI to create an xml for third-party software vendors. The transition date has been moved to August 1, 2016.

DISCUSSION
(All)

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC **Old Business**

DISCUSSION
(Capt. Schmutz)

Previous Action Items: (March 15, 2016 meeting)

- Forward the Crash Report review committee contact information to Ms. Kovacs: Has yet to be completed: *Eram Kennedy will forward ASAP.*
- Council bring project ideas forward regarding improving traffic safety and data collection. *Continuous*
- Review Charter Member List and forward changes to Sherry Harkness. *Continuous*

Round Robin:

Tracy Proud (ODPS – Homeland Security), provided information regarding the Law Enforcement State Homeland Security program grant which is used to fund outreach projects for the primary statewide fusion center. The EMTs needed for cruisers have been and can be funded under this grant through one of Ohio’s eight homeland security regions (contact information is provided in the attached summary). Ms. Proud will forward the information to Eram Kennedy to include in the emails being sent to the Ohio Law Enforcement agencies regarding the availability of in-car printers. The information is shared with local communities who in turn are asked to share with their local law enforcement agencies. Refer to the attached Ohio’s Law Enforcement State Homeland Security Program Grant Summary for details. (Attachment 1)

Chuck Stiteler (ODPS-CJS), shared information regarding recent legislation regarding three wheel vehicles. Three wheeled vehicles may be classified as “Class D”, with a motorcycle subclass of “Scooters”. The concern is how these vehicles will be classified on the crash reports as there is no classification for three-wheeled vehicles currently on the report. They would be tagged as a motorcycle but registered as “Class D”.

Capt. Schmutz also announced that Eram Kennedy is retiring in January 2017.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Forward the Crash Report review committee contact information to Ms. Kovacs.	Eram Kennedy	ASAP
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

TOPIC **Adjourn**

DISCUSSION
(Capt. Schmutz)

ACTION: Motion to adjourn. Keith Willoughby– First. Russ Rauch – Second. None Abstained. None opposed. Motion approved.

The meeting adjourned at 10:44 a.m.

ACTION ITEMS	PERSON RESPONSIBLE
Forward the Crash Report review committee contact information to Ms. Kovacs.	Eram Kennedy
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

ATTACHMENTS

Ohio’s Law Enforcement State Homeland Security Program Grant Summary (Attachment 1)

~ NOTE: All attachments are available upon request. ~

NEXT MEETING

Tuesday, September 20, 2016 at 10:00am
Ohio Department of Public Safety – Conference Room 1102
1970 West Broad Street, Columbus, Ohio 43223

TRCC Action Items 2016			
Action Item:	Person Responsible	Date Assigned/	Date Completed
Current			
Forward the Crash Report review committee contact information to Ms. Kovacs.	Eram Kennedy	3/15/16	
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	ASAP	
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	All Council members	ongoing	
Completed			
Survey be develop and emailed to agencies regarding OLEIS/e-citation printers.	Eram Kennedy	11/17/16	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	11/17/16	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