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

MINURES ~ FINAL ~ (Approved 12/20/17)	DATE September 19, 2017	TIME 10:00 a.m.	LOCATION 1970 West Broad Street, Columbus, Ohio 43223 ODPS Conference Room 1106 (1st Floor Shipley Bldg.)

ATTENDEES	***Technical Council*** *Keith Church (ODPS-IT); Demitria Crumiell-Hagens (OSHP); Jamie Doskocil, Co-Chair (OSHP); Tricia Fought (City of Columbus); *Tom Gwinn (OSHP); Sherry Harkness (OSHP);*Stephanie Hess (Supreme Court of Ohio); Christopher Kinn (OSHP-Crash Recon.); *Jim Luebbers (ODPS-Criminal Justice Services); *Michael McNeill (ODOT); *Sue Morris (ODPS-EMS); *Mike Pomesky ((OCPA); *Karen Rodgers (ODPS-BMV); Johnathan Ryan (City of Columbus – Division of Traffic Mgt.); Robin Schmutz, Chair (OSHP); *Len Shenk (PUCO); John Seiler (ODPS-IT); *Janille Stearmer (Homeland Security); Derek Troyer (ODOT); Diane Walton (ODPS – EMS); Francheska Welsh (ODPS-BMV); and *Jordan Whisler (OARC/MORPC) ** Member Agency Representative + Quorum present*
ABSENT	Buckeye State Sheriff's Association, County Engineers Association of Ohio; Federal Highway Administration; Federal Motor Carriers Safety Administration, National Highway Traffic Safety Administration; Ohio Association of Municipal/County Court Clerks; Ohio Department of Health; Ohio Department of Public Safety (Emergency Management Agency); and Ohio Insurance Institute
GUEST:	

TOPIC	**Welcome and Introduction**
DISCUSSION (Schmutz)	The meeting was called to order at 10:11 a.m. The list of TRCC council members was circulated for review and updates. All those present introduced themselves and which organization they were representing (attendance above).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Review and Approval of Meeting Minutes**
DISCUSSION (Schmutz)	The meeting minutes from July 18, 2017 were reviewed and approved with one change. Milt Nuzium was present at July's meeting representing the Supreme Court of Ohio. Therefore, the Supreme Court of Ohio was not absent during the meeting. ***ACTION: Motion to approve the July 18, 2017 TRCC Technical Council meeting minutes, as amended.*** Karen Rodgers– First. Sue Morris – Second. None – Abstained. None opposed. Motion approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meeting minutes from July 2017 amended and posted online.	Jamie Doskocil	Following adjournment

NEW BUSINESS

TOPIC	**Roundtable Highlight**

DISCUSSION (Doskocil and Gwinn)	Co-Chair Doskocil introduced a roundtable discussion on a variety of topics and opened the floor to the Council for discussion. Members were encouraged to bring topics forward so that other members are informed regarding work that is being done that could affect traffic records management statewide. The roundtable discussion will give the Council members an opportunity to share ideas, with an end goal of possible future collaboration between agencies and groups. Co-Chair Doskocil and Tom Gwinn led the initial Roundtable with the following items.
	 • Recap of 2017 Traffic Records Forum (Doskocil)
	     o Attended by Jamie Doskocil, Tom Gwinn, and Sue Morris. Funded by the TRCC.
	     o 385 attendees including several foreign representatives.
	     o Presentations at the forum consisted of crash report websites available to the public. There were several discussions related to crash data and health outcomes. Many states are using Tableau to package the statistics in a more user-friendly website.
	     o Many states are working on electronic citation (e-citation). Centralized court systems make the transition easier.
	     o All TRCC Strategic Plans should be updated or reviewed yearly. NHTSA will give more guidance on expectations.

- o NHTSA has a Traffic Records GO Team program that provides assistance to States that wish to improve their traffic records systems. These subject matter experts deliver tailored traffic records-related technical assistance and training based on actual needs. A NHTSA GO team is available for all Council members at no cost. Contact Jamie Doskocil for more information.
  - o Next Traffic Records Forum will be August 12-15, 2018 in Milwaukee, Wisconsin.

- • Traffic Crash Report (OH-1) Revision Committee (Gwinn)
  - o The OH-1 review committee is wrapping up its work. The committee is considering several revision requests by key stakeholders as well as recommendations in the new Model Minimum Uniform Crash Criteria (MMUCC). The review committee is also exploring the feasibility of mandatory electronic reporting of the OH-1. Final recommendations are being compiled for the ODPS Director's review. Final recommendations will be shared with the Council.
  - o The deadline for implementation is April 2019.
  - o The committee discussed ideas for training including the use of videos, webinars and coordinated training via the Attorney General's Ohio Peace Officer Training Academy.

- • TRCC meeting for December has been tentatively moved to December 12, 2017 in the Ohio Department of Public Safety Atrium pending confirmation from the Executive Council. The Executive Council will convene at 10:00 am with the Technical Council meeting afterward.

- • Ideas for a dedicated TRCC webpage were discussed. As well as developing a formalized process for TRCC project proposals modelled after the Florida TRCC.

- • Crash Analysis Tools (Derek Troyer (ODOT)) – GIS crash analysis tool can be utilized by anyone and has been in operation for years. The GIS system has recently been transferred into TIMS (Transportation Information Mapping System) that is similar to Florida's site, but is only accessible by government agencies. Crash data can be narrowed down by intersection. The filtering makes it easier to view crash trends, webinars will be held this fall on TIMS. Curve data is on the entire state system now. Data is based on crash frequency. There is a mandate to update the curve signs, advisory signs, and speed signs

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send any TRCC meeting agenda items to Jamie Doskocil	All	Ongoing
Send requests for NHTSA's GO Team to Jamie Doskocil	All	Ongoing

TOPIC	**Grant Funding Update**

Co-Chair Doskocil provided an update on the status of the committee's grant funding and approved projects. (Grant Funding Update PowerPoint – Attachment 1)

Funding Availability:
- • The new Federal budget cycle begins October 1, 2017
- • FFY 2018 award of $1.4 million was issued but has yet to be appropriated by Congress
- • FFY 2015, 2016, and 2017 active carryover funds equal $4.2 million.
  - o $1.2 million due to expire. If the money is locked by a special project it can be used for 12 months after the expiration date. The OSHP Crash Reconstruction project and the EMS Tablet project will be earmarked for these expiring funds.
- • Canton's Crash Recon and OSHP Crash Recon equipment projects will be submitted to NHTSA.
- • Funding for approved projects was shown to the committee members (see PowerPoint presentation).
- • Three project lines are over-appropriated: "Electronic Crash Submissions" and "Printers, Mounts, and Readers," and "Citation Tracking."
- • The Strava project for ODOT is moving forward. The quote was increased and approved by NHTSA. The scope of the project did not change.
- • The EMS Tablet project is close to starting. The project managers with EMS are developing an equipment application and once submitted, the tablets will be ordered and distributed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Project Proposals**

DISCUSSION (ALL)	***Travel and Training Funds ($10,000) ~ Jamie Doskocil, OSHP*** Jamie Doskocil, TRCC Co-Chair, OSHP presented a proposal to dedicate $10,000 to future travel and trainings related to traffic records management. The Traffic forum in August and USDOT's Transportation Safety Institute is open for all committee members to attend. ***ACTION: Motion to approve funding ($10,000) for travel and traffic records managementrelated trainings.*** Sue Morris – First. Jordan Whisler – Second. None – Abstained. None opposed. Motion approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TOPIC	**Core Area Updates**

DISCUSSION (ALL)	Core Area leads provided the following updates:
	
	Crash ~ Tom Gwinn:
	    Crash information: Fatal Statistics are down by 4 crashes from this time last year. Total number of fatal crashes are 799 compared to 803. Some crashes and fatality reports are still pending from May 2017. Grant funding may be affected due to FARS not receiving crash reports timely from law enforcement agencies. Mike Pomesky will send an email to Ohio Chiefs of Police Association
	
	    Crash Report (OH-1): There was discussion about the OH-1 update and training needs. A training video was recommended as well as on site sessions. Suggestions were made for working with the Attorney General's Office Ohio Peace Officer Training Academy (OPOTA).
	
	    Crash system users: A survey will be going out soon to agencies submitting crash reports. The survey will collect information about which reporting systems agencies are using. Those that are still using paper-based OH-1s will be contacted later about OLEIS.
	
	Driver and Vehicle Services ~ BMV: Nothing new to report.
	
	Roadway Data ~ Michael McNeal: An update was provided on the STRAVA project. Project performance reporting will be provided to the committee. Data is expected to impact the analysis of bicycle and pedestrian data and roadway usage. Many states are studying the issue.
	
	eCitation/Adjudication ~ Jamie Doskocil
	
	• <u>Printer Project</u> – 170 agencies are actively participating in the printer project. A few police departments have returned printers due to disbanding and technology overload. Approximately 1,546 printer have been distributed. Some agencies have been slow to set up their systems. There are approximately seven private vendors who are interested in updating their systems to interface with the ODPS statistical database. Once the interfacing is complete between ODPS and these third party systems demand for the printers is expected to increase.
	
	• <u>Driver Records Retrieval System</u> – Project is on track and on schedule, with approximately six months of work remaining.
	
	• <u>e-Citation Service</u> – A new issue has been discovered regarding the adjudication of electronic citations. Citations are being sent to the court electronically but then printed to give to the Prosecutors office to be entered into a separate case management system. A solution is being explored.
	
	EMS/Injury Surveillance (EMS) ~ Sue Morris
	    Reported EMS data makes it possible to track crashes and health outcomes, rendering crash data more informative. Sue Morris and Jamie Doskocil discussed the possibility of working with a local university to link OH-1 reports, EMS reports, and trauma records.
	
	Data Use and Integration ~ Jamie Doskocil
	    As part of the Goals and Objectives under Data Use and Integration, a traffic records inventory is to be completed by December 2018. Work on the inventory will commence before the end of the year.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
Begin work on the traffic records inventory	Jamie Doskocil	By the end of the year (2017)
Continue discussion on linking OH-1 reports, EMS reports, and trauma records for more accurate traffic data.	Sue Morris and Jamie Doskocil	Ongoing
Send email to the (OCPA) to encourage timely electronic reporting.	Tom Gwinn through Mike Pomesky	By the next committee meeting
Notify Jamie Doskocil or Tom Gwinn of any staff changes within Law Enforcement and the council in order to keep contact information current.	All	Ongoing
Compile list of courts who are not submitting electronically and send to the Supreme Court.	Captain Robin Schmutz	By the next committee meeting
Contact OPOTA to discuss possible training opportunities for the new OH-1	Jamie Doskocil	Ongoing

TOPIC	**Old Business**

Nothing to report.

TOPIC	**Open Forum**

DISCUSSION
(Schmutz/All)

Jamie Doskocil (OSHP)
　　Reiterated that the Goals and Objectives in the Strategic Plan need to be worked toward completion.

ACTION ITEMS	PERSON RESPONSBILE	DEADLINE
None		

DISCUSSION
(Schmutz)

ACTION: Motion to adjourn. Tom Gwinn – First. Janille Stearmer – Second. None Abstained. None opposed. Motion approved.

The meeting adjourned at 11:23 a.m.

SUMMARY of ALL ACTION ITEMS	PERSON RESPONSIBLE
Meeting minutes from July 2017 amended and posted online.	Jamie Doskocil
Send TRCC meeting agenda items to Jamie Doskocil	All
Send requests for NHTSA's GO Team to Jamie Doskocil	All
Begin work on the traffic records inventory	Jamie Doskocil
Continue discussion on linking OH-1 reports, EMS reports, and trauma records for more accurate traffic data.	Sue Morris and Jamie Doskocil
Send email to the OCPA to encourage timely electronic reporting.	Tom Gwinn through Mike Pomesky
Notify Jamie Doskocil or Tom Gwinn of any staff changes within Law Enforcement and the council in order to keep contact information current.	All
Compile list of courts who are not submitting electronically and send to the Supreme Court.	Captain Robin Schmutz
Contact OPOTA to discuss possible training opportunities for the new OH-1	Jamie Doskocil

ATTACHMENTS
Grant Funding Update - PowerPoint presentation (Attachment 1)

~ NOTE: All attachments are available upon request. ~

NEXT MEETING

Tuesday, December 12, 2017 at 10:00am (tentative)
Ohio Department of Public Safety – Atrium
1970 West Broad Street, Columbus, Ohio 43223