

## Appendix C Action Plan for the 2017-2021 Florida Traffic Records Strategic Plan

### **GOAL 1: Provide ongoing coordination in support of multi-agency initiatives and projects which improve traffic records information systems.**

#### ***Objective 1: The TRCC Executive Board will meet three times per year with 70 percent participation from representative agencies.***

#### ***Strategy 1.1: Conduct Executive Board meetings no fewer than three times each calendar year.***

Action Step	Description	Performance Measure	Timeline	Leader	Notes
1.1a	<ul style="list-style-type: none"> <li>Examine current TRCC Charter to determine membership qualifications and expectations</li> <li>Establish and implement pre-meeting procedures to ensure 70 percent membership participation in each full Executive Board meeting</li> <li>Develop procedure for designating alternates for Executive Board members</li> </ul>	Number of TRCC Executive Board meetings each year with 70 percent participation	Quarterly	TRCC Chairperson	TRCC Executive Board Meeting were held on: FY 19- 12/6/2019; 4/03/2020; 9/11/2020 FY 20- 12/4/2021; 4/09/2021
1.1b	Conduct subcommittee meetings with data managers, as needed <ul style="list-style-type: none"> <li>Identify data managers for agencies with systems to participate in the TRCC</li> </ul>	Number of TRCC data manager meetings each year w/70% participation	Ongoing	TRCC Coordinator	Application Subcommittee meetings: 3/15/2019; 3/13/2020  Go Team Subcommittee (AKA Data Subcommittee) met on 1/31/2020 for final report of the North Highland (NH) Project: FDOT Crash Analysis Reports (CAR) System and Signal Four Analytics (S4)
1.1c	Develop a comprehensive meeting summary for each TRCC Executive Board meeting <ul style="list-style-type: none"> <li>Include percent of member participation</li> </ul>	Meeting Summary is developed and approved at the following TRCC Meeting	Quarterly	TRCC Coordinator	Meeting minutes approved by Executive Board for all dates up to Dec. 6, 2019

**Objective 2: Establish roles and responsibilities for the TRCC Executive Board and subcommittees.**

**Strategy 2.1:** Ensure TRCC membership includes agencies and organizations representing key data collectors, managers and users or members who are positioned to share traffic data information with pertinent organizations.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.1a	Review current TRCC membership to identify missing data systems or agencies with data interests not currently represented	Gaps in representation identified, additional members invited	Ongoing	TRCC Coordinator	<ul style="list-style-type: none"> <li>Florida Department of Law Enforcement (FDLE) member added (FY20)</li> <li>FHP member added (FY20)</li> <li>FDOT Law Enforcement Liaison Program Manager added (FY20)</li> </ul>
2.1b	Identify similar working groups (e.g., Safe Mobility for Life/ Aging Road Users Coalition) with strategic plans which include a data component and ensure the TRCC includes representatives from those groups, or that a TRCC member shares traffic data information between the two groups	Similar working groups with traffic data goals or projects identified	Ongoing	TRCC Coordinator	

**Strategy 2.2:** Promote and market TRCC work through information sharing.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.2a	Establishing a master calendar of potential participation opportunities	Master calendar established;	Ongoing	TRCC Coordinator	Calendar maintained on TRCC website
2.2b	Coordinating and communicating data needs among data collectors, managers, and users	Mechanism to share traffic data information established among similar working groups	Ongoing	TRCC Coordinator	<p>Go Team Final Recommendations provided to TRCC on 12/7/2018 and on 4/5/2019</p> <p>NH FDOT CAR/S4 Project began 12/5/2019-Conducted Gap Analysis for S4/CAR capabilities and crash data process, created Crash System Business Context Diagrams. Close out presented to Go Team (Data) Subcommittee on 1/31/2020</p> <p>NH Final Report Out provided to TRCC Executive Board on 4/3/2020</p>
2.2c	Reporting on outreach efforts to other groups	Outreach efforts conducted and reported	Ongoing	TRCC Coordinator	Outreach conducted as needed

**Strategy 2.3: Establish TRCC roles and responsibilities.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.3a	Establish roles and responsibilities for TRCC Executive Board <ul style="list-style-type: none"> <li>Identify present Executive Board roles and responsibilities</li> <li>Discuss and develop Executive Board roles and responsibilities with input from all members</li> </ul>	Executive Board roles and responsibilities established	Complete	TRCC Chairperson	Complete: TSIS 2017-2021
2.3b	Establish roles and responsibilities for Executive Board assigned subcommittees <ul style="list-style-type: none"> <li>Identify past/present subcommittees roles and responsibilities</li> <li>Develop subcommittees roles and responsibilities with input from all members</li> </ul>	Working group roles and responsibilities established	Ongoing	Executive Board	Application Subcommittee established on March 23, 2017. Meetings: 3/15/2019; 3/13/2020  Go Team (Data) Subcommittee established on August 17, 2018. [Consists of TR Data System Subject Matter Experts (SMEs)]  Geo-Location Tool Subcommittee established on April 5, 2019

**Strategy 2.4: Establish TRCC subcommittees.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
2.4a	Establish at least one data subcommittee under the Executive Board	Data subcommittee established	April 2018	Executive Board	Formally initiated: 3/29/18 Go Team Subcommittee members AKA Data Subcommittee consists of SMEs representing each TR data system - established on 8/17/2018
2.4b	Establish reporting responsibilities for TRCC subcommittee group Chairpersons		Ongoing	TRCC Coordinator	The TRCC Coordinator serves as the Chairperson for all subcommittees and manages reporting responsibilities.  Responsibilities delegated as needed for: Go Team Phase II (6/10/19 close out) and NH FDOT CAR/S4 Project (1/31/2020 close out)
2.4c	Establish reporting mechanism/protocols for subcommittees Chairpersons <ul style="list-style-type: none"> <li>Subcommittees Chairpersons follow established protocols and report to the Executive Board</li> </ul>	Reporting protocols established	Ongoing	TRCC Coordinator	The TRCC Coordinator will serve as the subcommittees chairperson and updates the Executive Board as necessary.

2.4d	TRCC Coordinator monitors the progress of subcommittees activities	Number of reports/briefings provided in compliance with protocol	Ongoing	TRCC Coordinator	<p>Go Team (Data) Subcommittee - update provided to Executive Board at 12/7/2018 and at the 4/5/2019 TRCC meeting</p> <p>Application Subcommittee meetings: 3/15/2019; 3/13/2020; reported to Executive Board April 2019 and 2020.</p> <p>NH Final Report- update provided to Executive Board at 4/3/2020 TRCC meeting</p>
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**Objective 3: Develop a 5- year Traffic Records Information System (TRIS) Strategic Plan by FY17.**

**Strategy 3.1: Develop a Traffic Records Information System (TRIS) Strategic Plan.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
3.1a	<p>Ensure all TRCC members participate in the development of the TRIS Strategic Plan and selection and prioritization of the projects in the Plan</p> <ul style="list-style-type: none"> <li>Address other needs identified by canvassing collectors, managers, and users of each traffic records system component</li> </ul>	5-year TRIS Strategic Plan developed	June 2017	Executive Board	Complete. The TRCC developed a five-year Traffic Safety Information System Strategic Plan for years 2017 through 2021; Approved 4/7/2017
3.1b	<p>Develop TRIS Action Plan</p> <ul style="list-style-type: none"> <li>Identify performance measures for the TRIS Action Plan</li> <li>Identify performance measures for each system and project based on guidelines in NHTSA's Model Performance Measures for State Traffic Records Systems</li> </ul>	TRIS Action Plan Developed	Updated Annually	TRCC Coordinator	FY21 State Application: Action Plan (FY20) updates received on 3/20/2020 and 4/16/2020

**Objective 4: Track progress quarterly of TRIS Strategic Plan implementation through December 2021.**

**Strategy 4.1: Implement the Traffic Records Information System Strategic Plan**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
4.1a	Establish reporting mechanism and protocols to track progress quarterly of the performance measures for each system and project in the TRIS Strategic Plan	Reporting mechanism and protocols established	Quarterly	Executive Board & Project Directors	Reporting mechanism and protocols established Updates provided at each TRCC meeting
4.1b	Track progress of performance measures for each system and project in the TRIS Strategic Plan	Project activity reported	Quarterly	Executive Board & Project Directors	Updates provided at each TRCC meeting
4.1c	Report progress on meeting performance measure goals to the TRCC quarterly.	Progress reports submitted to TRCC Executive Board quarterly	Quarterly	Executive Board and Project Directors	Goal leaders report on quarterly progress

**Objective 5: Ensure the Section 405(c) grant application is approved and submitted to FDOT by June 1st annually.**

**Strategy 5.1: Report on progress in achieving TRIS Strategic Plan goals and objectives at each TRCC Executive Board Meeting**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
5.1a	Include items on each TRCC meeting agenda regarding progress reports on each system and project	Progress documented in meeting minutes	Each Meeting	TRCC Coordinator & Project Directors	Quarterly updates reported at all TRCC meetings.
5.1b	Include items in each TRCC meeting agenda regarding status of quality measures for each system and project	Progress documented in meeting minutes	Each Meeting	TRCC Coordinator & Project Directors	Quarterly updates reported at all TRCC meetings.
5.1c	Submit an interim progress report to NHTSA prior to annual submission deadline	Interim Progress Report submitted	April/May (Annually)	TRCC Coordinator	FY20- Interim progress report submitted to NHTSA on 4/22/2019; Pre-approval received 5/29/2019. FY21- Interim progress report submitted to NHTSA on 4/8/2020; Pre-approval received 4/30/2020.
5.1d	Submit a TRCC approved Section 405(c) Application to FDOT by June 1st annually	405(c) grant application submitted by June 1st	June 1 <sup>st</sup> (Annually)	TRCC Coordinator	FDOT Pre-approval required before NHTSA July 1 <sup>st</sup> submittal date

**GOAL 2: Develop and maintain complete, accurate, uniform, and timely traffic records data.**

**Objective 6: Improve the completeness of traffic records systems by December 2021.**

**Strategy 6.1: Improve the completeness of the *Crash Data System* by expanding collection of crash reports to include collection of Short Form Reports.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.1a	Establish and maintain complete data collection of local crash reports, both long form and short form reports for ALL participating law enforcement agencies (LEAs)	Percent of crash records with no missing critical data elements	July 2012 (Complete)	FLHSMV	
6.1b	Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for incomplete crash reports. <ul style="list-style-type: none"> <li>Establish performance measurements (baselines) based on previous FY crash data for crash report accuracy and completeness.</li> <li>Analyze number of reports in the crash data base that would fail one or more of the measures established for accuracy.</li> <li>Disseminate conclusions by conducting LEA trainings to reduce error rates by 5 percent each year.</li> </ul>	Improve accuracy and completeness of crash reports from baseline data.	January 2017 (Complete) September 2019 (complete)  September 2019 (complete) September 2019 (complete)	FLHSMV	FY19 Project: FLHSMV conducted 8 regional crash workshops and 6 UTC workshops to further educate LEAs on what constitutes as an accurate and complete reporting  FY19 Project: FLHSMV created and distributed Accuracy, Completeness and Timeliness scorecards covering the 3 <sup>rd</sup> quarter of 2019 (July, August and September) to LEAs. Timeliness was added to this project and these reports will be distributed quarterly Objective Met: Improved by 5%  FY20 Project: FLHSMV continued to distribute scorecards each quarter; Objective to conduct 4 stakeholder meetings for crash report revision feedback- TBD due to Covid-19
6.1c	Establish and maintain a viable communication plan with vendors, agencies and other stakeholders <ul style="list-style-type: none"> <li>Establish a process for formalizing feedback to LEAs</li> <li>Establish and maintain current contact information on key players (vendors, agencies, OPS, FLHSMV)</li> <li>Develop and maintain an online crash manual that is relevant with current practices, policies, and procedures</li> </ul>	Law enforcement contact information updated; online crash manual developed and reviewed for updates	Annually	FLHSMV	Contacts updated – January 2019 Online crash report manual completed and published on 2/5/19  FY19 Project TraCS to add help functionality in software that will link to the updated crash manual as a PDF online (May 2019)- Completed

**Strategy 6.2: Improve completeness of the Roadway Data System by reaching out to local governments and community safety organization for coordination on roadway data-gathering for roads under local jurisdiction not covered by the Department’s Integrated Roadway Asset Identification System (IRAIS- aka RCI Rewrite).**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.2a	<p>Work with local governments to maintain relationships for the sharing of local roadway data</p> <ul style="list-style-type: none"> <li>Assess opportunities to share data with local entities</li> <li>Assess value for stakeholder buy-in</li> <li>Coordinate with State GIO representative</li> <li>Find out who is asking for local data within FDOT</li> </ul>	Maintain a contact list of the number of local relationships established and inventory the number of characteristics collected.	December 2021 (with census update)	FDOT State Safety Office (SSO) and Transportation Data Analytics Office (TDA)	<p>FDOT has met with MPOAC to coordinate SHSP safety goals</p> <p>List of contacts (2 contacts per city). Summary data is provided; 480 entities</p>
6.2b	Gather an inventory of existing data from local governments, MPOs or transportation planning organizations (what are they willing to share)		December 2021 (with census update)	FDOT SSO and TDA	FDOT TDA and Office of Policy Planning will be planning on the Decennial update of Urban Boundaries and Functional Classifications starting 2021
6.2c	<p>Establish a plan to collect additional public roadway data to include local roadway data</p> <ul style="list-style-type: none"> <li>Evaluate / Review current data and processes</li> <li>Establish a needs and requirements document to meet all local and federal reporting requirements</li> <li>Develop and conduct a survey to determine the number of additional attributes that should be collected</li> </ul>		December 2021 (with census update)	FDOT SSO and TDA	
6.2d	<p>Coordinate MIRE requirements with roadway database owners</p> <ul style="list-style-type: none"> <li>Identify MIRE elements to the RCI Handbook for reference</li> <li>Review current inventory in existing SSO and Roadway Databases</li> <li>Identify MIRE to include in IRAIS Project (RCI Rewrite)</li> </ul>	Maintain an established inventory of the number of contacts made and the number of elements included.	December 2021	SSO and TDA; Traffic Operations; Roadway Design	<p>Crosswalk developed – Traffic OPS Charter currently in place; Identified needs weekly meetings Anticipated vendor to be in place by June 2019. Not all data components have been established.</p> <p>ARNOLD Data Set consists of a layer of all public roads Submitted to FHWA to meet federal requirements.</p> <p>Additional work still needed to fully merge local roads data with current FDOT linear referencing system.</p> <p>Safety Office continues to update the All Roads Basemap based on NavTeq/HERE dataset</p>

6.2e	Evaluate potential base map considerations <ul style="list-style-type: none"> <li>ARNOLD; ARBM; NavTeq (HERE); RCI LRS</li> </ul>		January 2021	SSO and Traffic Operations	SSO and GIS Solutions have discussed current modifications needed to the HERE contract agreement to allow the HERE NAVSTREETS data to be shared with USDOT FHWA to meet federal requirements
6.2f	Publicize the Department's local roads map and encourage use of the map by local governments in their own applications and data interfaces <ul style="list-style-type: none"> <li>Develop software tools for internal use to create links between local roadway/map data and the FDOT's local roadway dataset</li> </ul>	Number of downloads of the UBR (Identify baseline)	Annually	SSO and TDA; CIM (Civil Integrated Management)	TDA has made the ARNOLD dataset available for Department use on its internal network. SSO is releasing a GIS map service of the ARBM to share with Florida government partners in traffic safety before the end of FY21
6.2g	Identify and evaluate current FDOT Roadway data dictionaries		December 2021		ROADS Initiative will address updates to data dictionaries through data stewards and custodians

**Strategy 6.3:** Improve completeness of the *Citation/Adjudication System* by monitoring data elements and identifying those elements which are 'critical' and increase the completeness of these fields by 3 percent annually.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.3a	Review and evaluate existing data; identify critical elements by data mining to compare completeness of data <ul style="list-style-type: none"> <li>Compare DUI conviction data from the court's dispositions to Driver Record Conviction data to identify incomplete records.</li> <li>Establish a baseline for UTC completeness</li> <li>Maintain training on how to complete the UTC</li> <li>Review Clerk of Court (COC) case management software systems</li> </ul>	Percent of citation records with no missing critical data elements (target – 3% increase per year).	Annually	FLHSMV	<p>FY19 Project: FLHSMV to conducted 8 regional crash and 6 UTC report trainings to further educate LEAs and COC on what constitutes as an accurate and complete reporting. Improvement Goal 98.5%; Actual Performance 97.83%; 4 COC case management software reviewed. UTC Completeness baseline was established on 01/05/2018</p> <p>FY20 Project: FLHSMV to conduct 4 stakeholder meetings for crash report revision feedback, conduct 4 train-the-trainer UTC workshops w/Clerks, review at least 4 COC case management systems, increase completeness/accuracy of citation reporting by 3%. All UTC workshop locations have been identified. There is a total of 6 UTC trainings and 6 case management systems reviews scheduled- <i>workshops TBD due to Covid-19</i></p>



**Strategy 6.4:** Improve completeness of the **EMS System** by continuing to work to increase the number of emergency runs submitting to the state EMSTARS repository.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.4a	Work on identifying high-volume agencies on their aggregate system and transition agencies to EMSTARS	Number of agencies reporting to EMSTARS contributing to the statewide database	Quarterly	FDOH	FY19- 203 agencies reporting to EMSTARS FY20- 210 agencies reporting to EMSTARS
6.4b	Assist agencies with mapping issues, software to enable transition to most current NEMSIS data standard etc.	Number of critical data elements monitored.		FDOH	Currently monitoring 5 critical data categories as defined by NEMSIS
6.4c	Review and refine the list of critical data elements	Number of critical data elements monitored	December 2018	FDOH	Currently monitoring 5 critical data elements
6.4d	Reduce the number of missing critical elements (blank elements)	Percent of EMS records with no missing critical data elements	Quarterly	FDOH	FY19- 89% of agencies are reporting with valid data from the 5 data categories  FY20- 90% of agencies are reporting with valid data from the 5 data categories

**Strategy 6.5:** Improve completeness of the **Trauma System**.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
6.5a	Increase the number of acute care hospitals submitting to the Trauma System	Percent of Trauma centers reporting complete and timely data		FDOH	Requested grant funding to conduct training to educate local EMS agencies on data collection standards.
6.5b	Quarterly reporting of compliance to Trauma Centers			FDOH	

**Objective 7: Improve accuracy of traffic records systems by December 2021.**

**Strategy 7.1: Improve accuracy of the *Crash Data System* by reducing errors by 5 percent per year.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.1a	<p>Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for inaccurate crash reports</p> <ul style="list-style-type: none"> <li>Establish baselines for data accuracy based on previous FY crash report data.</li> <li>Analyze number of reports in the crash data base that would fail one or more of the measures established for accuracy.</li> <li>Disseminate conclusions by conducting LEA trainings to reduce error rates by 5 percent each year.</li> <li>Establish and maintain current contact and contact information on key players (vendors, agencies, OPS, FLHSMV)</li> </ul>	<p>Improve accuracy and completeness of crash reports from previous FY baseline data by evaluating the number of crash reports in the crash data base that would fail established baselines due to validation errors.</p>	<p>January 2017 (Complete) Annually</p> <p>Annually</p> <p>September 2019 (Complete) Annually</p>	FLHSMV	<p>FY19 Project: FLHSMV conducted 8 regional crash and 6 UTC report trainings to further educate LEAs on what constitutes as an accurate and complete reporting. Contacts updated – January 2019</p> <p>FY19 Project: FLHSMV created and distributed Accuracy, Completeness and Timeliness scorecards covering the 3<sup>rd</sup> quarter of 2019 (July, August and September) to LEAs. Timeliness was added to this project. These reports will be distributed quarterly. Objective Met: Improved by 5%</p> <p>FY19 Project TraCS provides updates at TRCC meetings on which additional validation checks were added to the system as a result of common errors determined during FLHSMV trainings.</p> <p>FY20 Project: FLHSMV continued to distribute scorecards each quarter; Objective to conduct 4 stakeholder meetings for crash report revision feedback- <i>TBD due to Covid-19</i></p>
7.1b	<p>Continue to pursue improving the efficiency of the location coding process, including use of up-to-date maps and utilities</p> <ul style="list-style-type: none"> <li>Obtain data on scheduled intervals for evaluation</li> <li>Develop a web-based diagram tool in compatibility with S4's Geolocation tool</li> <li>Develop a centralized crash locating database by creating tools in S4 Analytics for the FDOT Crash Analysis Reporting (CAR) System Analysts to manually verify all crash reports (meeting FDOT requirements).</li> </ul>	<p>Promote Signal 4 and Geolocation tool</p> <p>Tool Developed</p> <p>Tool Developed</p>	<p>Ongoing</p> <p>September 2021</p> <p>September 2021</p>	<p>FLHSMV</p> <p>University of Florida (UF)</p> <p>FDOT</p> <p>FLHSMV</p>	<p>FLHSMV sent memo (12/21/2016) to LEA regarding using S4/Geolocation tool and held meetings with each of the state approved vendors.</p> <p>FY20: TraCS mandate in place for ~70% LEAs reporting crash reports (Jan. 2020).</p> <p>FY20 Project Approved: Geolocation-Based Crash Diagramming &amp; FDOT Crash Mapping to Improve Crash Location Timeliness and Quality</p> <p>A portion of the regional FLHSMV Crash and UTC workshops will focus on the geo-location tool and the benefits it provides.</p>
7.1c	<p>Coordinate among the various providers to complete a mapping of all crash systems to identify any redundancies in crash systems and how they relate to one another.</p>	<p>Percent of crashes locatable using roadway location coding method</p> <p>Identify system owners, gathered data and data process.</p>	<p>Ongoing</p>	<p>FLHSMV</p> <p>FDOT</p> <p>FDOH</p> <p>UF</p>	<p>NHTSA Go Team Project Phase I completed.</p> <p>NHTSA Go Team Project Phase II, Draft Final Report received April 1, 2019.</p> <p>NH FDOT CAR/S4 Project began 12/5/2019-Conducted</p>

					Gap Analysis for S4/CAR capabilities and crash data process, created Crash System Business Context Diagrams. Close out presented to Go Team (Data) Subcommittee on 1/31/2020 and TRCC Executive Board on 4/3/2020.
7.1d	Develop and maintain an online crash manual that is relevant with current practices, policies and procedures	Online crash manual developed and maintained	Annually	FLHSMV	Online crash report manual completed (3/8/2018); Revised crash manual to reflect MMUCC new definition for Serious Injuries (2/5/2019)
7.1e	Reduce the occurrence of illegitimate null values from mailed in reports. <ul style="list-style-type: none"> <li>• Check for missing fields</li> <li>• Review excessive use of “unknown” and/or “other”, decreasing the use of these options by 2 percent annually</li> <li>• Implement a quality control process to ensure the accuracy and completeness of crash reports submitted via mail.</li> </ul>	Reduce number of crash reports returned to Agency.	Annually	FLHSMV	FY19 Project: FLHSMV conducted 8 crash and 6 UTC report training events (2019). FLHSMV transitioned to a new vendor for key punching paper crash reports submitted via mail and is working to implement a quality control process.

**Strategy 7.2:** Improve accuracy of the **Roadway Data System** by constant review and improvement in the QA/QC processes for the roadway dataset.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.2a	Expand coverage of data quality checks to include maps <ul style="list-style-type: none"> <li>• Annually review dataset edits and find ways to improve the monitoring of date error-correction</li> </ul>	Number of new edits implemented	TBD	FDOT	LRS reconciliation process is monthly
7.2b	Perform a Quality Assurance Review Program for all Districts within 2 years	Number of District reviews conducted	Quarterly	FDOT	Natural Disaster and Travel ban impacted schedule (only 2 field visits conducted) but in office review was conducted
7.2c	Perform District Quality Evaluations to ensure Districts are meeting deadlines (RCI, HPMS, RITA, SLDs, Key Sheets, etc.)	Number of Evaluations completed	Biannual	FDOT	Completed all periods; Ongoing

**Strategy 7.3:** Improve accuracy of the **Driver Records System** by identifying and reviewing the use of inconsistent codes, comparing internal data with an independent standard and reducing the frequency of duplicate record entries.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.3a	Review, evaluate, and analyze driver data to find errors, duplicates, and missing data entry elements by developing citation inventory system.	Number of driver records with missing data elements.	Dec. 2021	FLHSMV	New citation inventory system handles duplicate citation numbers Citation Inventory System will be included in the department's Motorist Modernization Phase II re-write of our systems. (August 2023)
7.3b	Track the number of duplicate record entries and reduce those entries by 6 percent in five years	Percent reduction in duplicate record entries (target – 1.2% per year)	Annually	FLHSMV	FLHSMV documenting conviction data edit requirements to increase accuracy  FLHSMV working on project to identify and delete duplicate records as part of onboarding process for State2State project
7.3c	Improve integrity of data by identifying and implementing a means to electronically receive and post-conviction codes for all serious and/or major offenses used by AAMVA/FMCSA so that driver record is accurate and consistent when transferred to other jurisdictions	Track the number of improvements based on federal or state laws.	Dec. 2021	FLHSMV	Modernization Project to improve Issuance system by redefining codes / business rules to unify four systems: DL / tag / title / and citation (Dec. 2021)  FY21 Driver Data Improvement grant requested to establish baseline data and measures for completeness and timeliness of the data in the driver system
7.3d	Continue to participate in workshops with AAMVA to achieve data accuracy <ul style="list-style-type: none"> <li>Provide updates to crash and citation reporting vendors when AAMVA barcode formats change in Florida to ensure imports from barcode readers are successful.</li> </ul>	Number of AAMVA workshops attended	Annually	FLHSMV	FLHSMV registered for the 2020 Workshop & Law Institute AAMVA conference in Orlando on March 18-19, but it has been cancelled due to the COVID-19 emergency.  FLHSMV is working to onboard to AAMVA's State2State platform in 2021, which will allow for more accurate driver records.

**Strategy 7.4:** Improve accuracy of the **Vehicle Data System** by expanding use of Vehicle Identification Number (VIN) decoding through the Florida Real- Time Vehicle Information System (FRVIS) application and its remaining subsystems.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.4a	Request programming plan to implement VIN decoding throughout remaining motor vehicle applications	Percent of VINs successfully validated with VIN checking software	Annually	FLHSMV	<p>FLHSMV has not implemented VIN decoding in FRVIS. This enhancement should be implemented by Spring 2021. This technology is already implemented in the EFS system.</p> <p>FY20 Update: The VIN decoding system will be augmented with a NHTSA VIN decoding system to ensure decoding accuracy. The augmented system will be implemented by Fall 2020.</p>
7.4b	Route plan through the agency's governance process		Annually	FLHSMV	<p>FLHSMV is unable to provide the percentage of vehicle records with no errors in critical data elements at this time.</p> <p>FY20 Update: 90% of the VINs entered decoded successfully with the current VIN decoding software. The errors occurred when trying to decode brand new (2020) vehicles, since the manufactures delayed sending the vehicle information to the decoding system provider. FLHSMV has begun documentation gathering for FRVIS modernization project (6-7 Year project).</p>

**Strategy 7.5: Improve accuracy of the EMS System by monitoring previously implemented data quality measures.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.5a	Monitor measurements for error in critical data elements quarterly	Number of measures implemented	Quarterly	FDOH	Data quality measures consistent with State EMS Strategic Plan are being monitored on a quarterly basis.  FY19- 89% of agencies are reporting with valid data from the 5 data categories.  FY20- 97% Emergency runs in EMSTARS; 90% of agencies are reporting with valid data from the 5 NEMSIS data categories.

**Strategy 7.6: Improve accuracy of the Trauma System by updating business rule validations on edit checks.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.6a	Improve accuracy by developing quality performance errors for Trauma data		Quarterly	FDOH	Utilizing the NEMSIS Data Quality Reports to track national measures.
7.6b	Develop accuracy performance measures	Number of performance measures established	Quarterly	FDOH	Implemented 5 data quality categories to measure: Patient Information; Cardiac Arrest; Valid System Times; Cause of Injury; Clinical Times Recorded

**Strategy 7.7:** Improve accuracy of the *Citation/Adjudication System* by reducing errors by 3 percent per year.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
7.7a	<p>Develop an analytical approach (scorecard) that identifies the root cause of the common errors discovered and reasons for inaccurate citation reporting</p> <ul style="list-style-type: none"> <li>• Establish a baseline for UTC accuracy</li> <li>• Maintain training on how to complete the UTC</li> <li>• Review Clerk of Court (COC) case management software system</li> <li>• Disseminate conclusions by conducting COCs trainings to reduce error rates by 3 percent each year.</li> </ul>	Improve accuracy of citation reports from previous FY baseline data	<p>January 2018 (Complete)</p> <p>Annually</p> <p>Annually</p> <p>September 2020</p> <p>September 2020</p> <p>Annually</p>	FLHSMV	<p>FY19 Project: FLHSMV to conducted 8 regional crash and 6 UTC report trainings to further educate LEAs and COC on what constitutes as an accurate and complete reporting. Improvement Goal 99.51%; Actual Performance 98.60%; 4 COC case management software systems reviewed. UTC Completeness baseline was established on 01/05/2018</p> <p>FY20 Project: FLHSMV to conduct 4 stakeholder meetings for crash report revision feedback, conduct 4 train-the-trainer UTC workshops w/Clerks, review at least 4 COC case management systems, increase completeness/accuracy of citation reporting by 3%. All UTC workshop locations have been identified. There is a total of 6 UTC trainings and 6 case management systems reviews scheduled - <i>TBD due to Covid-19</i></p>

**Objective 8: Improve uniformity of traffic records systems by December 2021.**

**Strategy 8.1: Improve uniformity of the *Crash Data System* by continuing to comply with MMUCC Standard and Compliance.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.1a	Continue review of FLHSMV processes and MMUCC Standards to ensure consistency and uniformity <ul style="list-style-type: none"> <li>Perform an analysis on stance of new MMUCC Standards to create baselines on a National Standard.</li> <li>Create an implementation plan for MMUCC Compliance</li> <li>Develop a crash report control Document, based on the most recent MMUCC version, which would serve as a reference resource for the new crash report and the associated database changes, including XSD definitions and report layout.</li> </ul>	Crash Report comparison to National MMUCC standards  Number of Crash Report Control Documents developed	December 2021  September 2020	FLHSMV	MMUCC goal: 90% compliant MMUCC standards analysis completed in 2018. Uniformity baseline established in December 2017. Request grant funding to review manual and add MMUCC definitions by Sept. 2018. FY20 Project- Crash & UTC Data Improvement Objective-control document
8.1b	Develop and maintain an online crash manual that is relevant with current practices, policies and procedures	Online crash manual developed	Annually	FLHSMV	Online crash report manual completed and published on 2/5/19
8.1c	Develop a centralized crash locating database by creating tools in S4 Analytics for the FDOT Crash Analysis Reporting (CAR) System analysts to manually verify all crash reports (meeting FDOT requirements).	Tools Developed	September 2021	UNF FDOT FLHSMV	FY20 Project Approved: Geolocation-Based Crash Diagramming & FDOT Crash Mapping to Improve Crash Location Timeliness and Quality

**Strategy 8.2: Improve uniformity of the *Roadway Data System* by working with internal FDOT offices and local governments.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.2a	Monitor the process on updating Data Inventory Applications IRAIS to improve uniformity and integration	TBD	June 2019	FDOT	FDOT is coordinating internally to expand the collection of RCI data to local roads IRAIS IRAIS implementation services to replace the RCI application and database. Tentative award date is June 2019.
8.2b	Provide a modified process of data collection methods and adding the MIRE Fundamental Data Elements to be collected	Methods and techniques implemented	Ongoing	FDOT CIM	FDOT currently reviewing data collection methods and techniques
8.2c	GIS will provide uniform data in LRS format <ul style="list-style-type: none"> <li>Evaluate potential basemap considerations</li> </ul>	Testing results shared; Prototype finalized	June 2019	FDOT	FDOT working with vendor to provide and test new tools



**Strategy 8.3: Improve uniformity of *Driver Records System* by focusing on driver record data fields not electronically provided via TCATS.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.3a	Review TCATS data collection and submission process and target specific data elements for improvement for the new ICD 7.0.		September 2018/2019  August 2023	FLHSMV	FY20 Crash and UTC Data Improvement project to focus on improving completeness/accuracy of crash and citation reporting.  FLHSMV has met with the Florida Court Clerks and Comptrollers and the list of data elements for improvement is up to date. These fields will be considered in the Citation Inventory Phase II project rewrite of systems (August 2023)
8.3b	Compare targeted fields with data record requirements		September 2018/2019	FLHSMV	FY21 Driver Data Improvement project- funding to target data elements for improvement.
8.3c	Establish common rules for data elements (i.e. Naming conventions, address, zip code, etc.)		December 2021	FLHSMV	Modernization project will create uniformity by creating common rules.

**Strategy 8.4: Improve uniformity of the *Vehicle Data System* by completing a data reconciliation/synchronization project with the American Association of Motor Vehicle Administrators (AAMVA) and the National Motor Vehicle Title Information System (NMVTIS) to ensure a uniform data exchange between the two entities.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.4a	Conduct a comparison and correction (data synchronization) to ensure the data Florida provides is accurate, reliable, and complies with NMVTIS uniform titling standards that will aid in preventing the processing of stolen vehicles in other states <ul style="list-style-type: none"> <li>Engage in a project with the American Association of Motor Vehicle Administrators (AAMVA) to synchronize our data with NMVTIS</li> <li>Initiate one to one file comparison to determine the root cause of any data discrepancies and correct the data</li> <li>Ensure an analysis/comparison of Florida's active and cancelled title records</li> </ul>	The percentage of NMVTIS standards-compliant data elements in the Vehicle Data System	Annually	FLHSMV	The NMVTIS project has produced the following improvements: Identified the primary reason sending duplicate VIN's. The issue was corrected, and we have seen a significant drop in the number of duplicate records being reported to NMVTIS. Reviewing a daily report and removing duplicate records from NMVTIS when applicable. (manual process) Received AAMVA tool (SWI) to correct current / older records. System updates most current title records based on files received from AAMVA (based on states that supply data to AAMVA).

**Strategy 8.5: Improve uniformity of the EMS System by transitioning agencies to most current NEMSIS compliance standard.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
8.5a	Maintain data dictionary in compliance with current NEMSIS standards	Percent of EMS runs that are NEMSIS compliant	Annually	FDOH	FY20 Project: 97% (FY19: 90%) of EMS emergency run reports in Florida are submitted to the state in a NEMSIS format. The state is in transition to the most current NEMSIS standard. Of the current 210 (FY19: 203) agencies submitting, 90% (FY19: 66%) are submitting in V3. Florida remains the largest V3 submitting state to NEMSIS
8.5b	Implement training on current data dictionary standards	Number of trainings conducted	Annually	FDOH	Anticipate formal adoptions of Florida V3.5 data dictionary in July 2020 Anticipate training on V3.5 to begin August 2020 and continue on a quarterly basis Continuing quarterly EMSAC BioSpatial Training
8.5c	Track the percent of EMS runs that are in compliance with the current standard				

**Objective 9: Improve timeliness of traffic records systems by December 2021.**

**Strategy 9.1: Improve timeliness of the Crash Data System by increasing the number of crash reports received within 10 days.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.1a	Develop outreach program and provide training with LEAs to increase their interest in electronic submissions	Number of training classes with LEAs conducted	Annually	FLHSMV	FY19 Project: FLHSMV conducted 8 crash and 6 UTC report training events (2019) to encourage timeliness  FY19 Project: FLHSMV created and distributed Accuracy, Completeness and Timeliness scorecards covering the 3 <sup>rd</sup> quarter of 2019 (July, August and September) to LEAs. Timeliness was added to this project and these reports will be distributed quarterly
9.1b	Decrease time from crash date to date of crash submission by scan and data entry process by 5 percent annually	Percent of crash reports submitted electronically (baseline is 60 percent; target – 10% increase yearly); Percentage of crash records aged more than 10 days	Annually	FLHSMV	313 agencies are submitting crash reports electronically  <b>Baseline Period</b> (4/1/18-3/31/19): 574,867 of 722,161 (79.6%) submitted w/in 10 days <b>Current Period</b> (4/1/19-3/31/20): 571,377 of 708,710 (80.62%) submitted w/in 10 days

**Strategy 9.2: Improve timeliness of the Roadway Data System.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.2a	Perform a Quality Assurance Review Program for all Districts within 2 years	Number of District reviews conducted	Quarterly	FDOT	Natural Disaster and Travel ban impacted schedule (only 2 field visits conducted) but in office review was conducted
9.2b	Perform District Quality Evaluations to ensure Districts are meeting deadlines (RCI, HPMS, RITA, SLDs, Key Sheets, etc.)	Number of Evaluations completed	Biannually	FDOT	Completed all periods- Ongoing

**Strategy 9.3: Improve timeliness of the Driver Records System by measuring both the internal and external average of the length of time between the occurrence of adverse action by a driver and the time it takes for that information to appear in the DHSMV database.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.3a	<p>Reduce the average time required for disposition information to be added to the driver record</p> <ul style="list-style-type: none"> <li>Establish a baseline for the length of time it takes an adverse action by a driver to be entered into the DHSMV database (external measure)</li> <li>Establish a baseline for the length of time it takes for disposition information to be added to the driver record (internal measure)</li> </ul>	<p>Average number of days from the date of a driver's adverse action to the date the adverse action is entered into the database (target – 2% reduction per year); Average number of days from the date of citation disposition notification by the driver repository to the date the disposition report is entered into the database</p>	Annually	FLHSMV	<p>Requested grant to work on improving TCATS submissions September 2018/2019.</p> <p>Citation Inventory System will be included in the department's Motorist Modernization Phase II re-write of our systems.</p> <p>2018 eCitation electronic submissions is 91.4% received electronically an increase of 3% from 2017.</p> <p>2019 eCitation electronic submissions is 93.7% received electronically an increase of 2.3% from 2018.</p> <p>UTC has a timeliness report for dispositions which can be ran statewide or by county.</p>

**Strategy 9.4:** Improve timeliness of the **Citation/Adjudication System** by reducing the time between citation issuance and disposition.

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.4a	Establish a baseline for timeliness			FLHSMV/ Clerks	UTC has a timeliness report for dispositions which can be ran statewide or by county.
9.4b	Increase the number of Clerk of Courts submitting citations electronically	Number of Clerks submitting electronically		FLHSMV/ Clerks	FY19- 31 COCs did not accept E-Citation processing and 322 Law Enforcement Agencies were using E-Citations  FY20- As of March 2020, 5 COCs do not accept E- Citation processing All 67 clerks submit electronically to FCCC. There are 326 Law Enforcement agencies using E-Citations.
9.4c	Identify counties/agencies with longer average processing times between the issuance of a citation and the disposition; work with these counties/agencies to reduce average processing time	Average number of days between citation issuance and disposition		Clerks	The department is reviewing Citation Inventory, to identify the citation offenses received and the department has not received a disposition within 365 days. This data is sent to the individual clerks to review and advise the status of each citation identified. If a disposition has been rendered the clerk notifies the department of their research. Any disposition we do not have in the system are transmitted to the department through the TCATS system.
9.4d	Continue education efforts on the benefits of electronic data submission to the Clerks			FLHSMV/ Clerks	FY19: FLHSMV to conduct 8 crash and 6 UTC report training events to encourage electronic reporting.  FY20: FLHSMV to conduct 5 UTC training events and 7 case management reviews to encourage electronic reporting.

9.4e	Continue outreach program with Law Enforcement Agencies to increase their interest in and awareness of e-citation programs	Number of LEAs educated on e-citation programs		FLHSMV	<p>44 law enforcement agencies (LEA) have been identified for using paper citations only. An email has been sent to the directors, chiefs and Sheriffs over these agencies. The email explains the reasons to go with electronic submission. We are requesting to know when their agency plans to move towards electronic submission and provided the approved eCitation vendors list for their review. The department's goal is to be 100% electronic. We are waiting to hear back from the agencies with their response.</p> <p>11 responses were received back from the contacted LEAs, and the results are as follows:</p> <p>Zero anticipated less than 6 months (0%)          Five anticipated 6 months -1year (46%)          Three anticipated 1-2 years (27%)          One anticipated more than 2 years (9%)          One stated only if it is made mandatory and the other agency was dissolved. (18%)</p>
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**Strategy 9.5: Improve timeliness of the EMS System by continuing to monitor timeliness of submission indicators.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes																
9.5a	Continue to define timeliness measures and monitor quarterly	Percent of EMS run reports sent within 1 day.	Quarterly	FDOH	<p><b>FY19:</b></p> <table border="0"> <tr> <td><b>51.85%</b></td> <td><b>0-1 day</b></td> </tr> <tr> <td><b>13.74</b></td> <td><b>2-7 days</b></td> </tr> <tr> <td><b>19.06</b></td> <td><b>8-30 days</b></td> </tr> <tr> <td><b>15.34</b></td> <td><b>GT 30 days</b></td> </tr> </table> <p><b>FY20:</b></p> <table border="0"> <tr> <td>51.58 %</td> <td>0-1 day (within 24hrs)</td> </tr> <tr> <td>11.5 %</td> <td>2-7 days</td> </tr> <tr> <td>9 %</td> <td>8-30 days</td> </tr> <tr> <td>26.9 %</td> <td>GT 30 days</td> </tr> </table>	<b>51.85%</b>	<b>0-1 day</b>	<b>13.74</b>	<b>2-7 days</b>	<b>19.06</b>	<b>8-30 days</b>	<b>15.34</b>	<b>GT 30 days</b>	51.58 %	0-1 day (within 24hrs)	11.5 %	2-7 days	9 %	8-30 days	26.9 %	GT 30 days
<b>51.85%</b>	<b>0-1 day</b>																				
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9 %	8-30 days																				
26.9 %	GT 30 days																				

**Strategy 9.6: Improve timeliness of the Trauma System by establishing timeliness performance measure.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
9.6a	Establish timeliness performance measures	Performance measures established	December 2018	FDOH	

**GOAL 3: Provide the ability to link traffic records data.**

**Objective 10: Understand the needs of end users that require linked data by December 2021.**

**Strategy 10.1: Convene Special Projects (E.g. NHTSA Go Team) to identify traffic records users/uses, contributors, linkages, and duplications of crash data systems.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
10.1a	Establish user needs by conducting crash data survey, research studies, assessments, etc.	Survey conducted		TRCC stakeholders	<p>Go Team Phase II User Survey conducted 10/17/2018-10/28/2018. Results presented at 12/7/2018 TRCC Meeting. Go Team draft final report received April 1, 2019.</p> <p>NH Final Report (1/31/2020) conducted GAP Analysis on CAR vs S4 Location Capabilities to unify crash location verification in S4.</p> <p>Go Team and NH recommendations addressed in projects below:</p> <ul style="list-style-type: none"> <li>• FY20: Geolocation-Based Crash Diagramming and FDOT Crash Mapping to Improve Crash Location Timeliness and Quality</li> <li>• FY20: Central Crash Data Repository and Improved Crash Data (update FLHSMV central repository intake process to accept crash diagram aerial photography for safety analysis)</li> </ul>
10.1b	Create a framework for all system user needs based on findings of survey, research, assessments, etc.	Develop a framework for all systems		Data System Owners/ Data Subcommittee	Framework Implementation began in NH Project. Expansion of context diagrams to continue in future project- Cloud Feasibility Study (pending).
10.1c	Form a subcommittee of data system representatives	Committee established representing data system owners		TRCC Executive Board	<p>Go Team/Data Subcommittee established. Continued efforts on "Special Projects" such as NH FDOT CAR/S4 (Dec. 2019-Jan. 2020)</p> <p>Future Projects (pending):</p> <ul style="list-style-type: none"> <li>• Florida Crash LBR and Cost Analysis</li> <li>• Florida Cloud-Based Traffic Safety Information System (Phase I)- aka "Cloud Feasibility Study"</li> </ul>

**Objective 11: Define the framework by Identifying key data fields needed to facilitate linking traffic records information systems by December 2021.**

**Strategy 11.1: Identify key data fields which should exist in all traffic records information systems.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
11.1a	Data Subcommittee (from Action 10.1c) will identify: <ul style="list-style-type: none"> <li>• Key data fields which will be linked among the data systems,</li> <li>• Name for each key data field which will be used across the data systems, and</li> <li>• Definition for each key data field which will be used across the data systems</li> </ul>	Key data fields identified	December 2021	Data Subcommittee TRCC Coordinator	<p>Received Go Team Phase II funding to explore linkage possibilities. Go Team II draft final report received April 1, 2019.</p> <p>NH CAR/S4 Project began documentation of Crash Business Models (current/future state) to map Florida’s Crash System’s physical and logical data flow to identify linkage and data improvement opportunities; GAP Analysis on CAR/S4 demonstrated benefits gained with the consolidation of location processes in a central database; (Final report provided 1/31/2020)</p> <p>FY21 Project Signal Four Analytics- to focus on data linkage opportunities between EMS/Crash/Citation/Roadway data (pending approval).</p>
11.1b	Progress update will be provided at quarterly TRCC meetings	Progress reports provided	Quarterly	TRCC Coordinator	<p>Results presented at 12/7/2018 and 4/5/2019 TRCC Meeting: Go Team Phase II final report and survey results.</p> <p>Executive Board updated at April 3, 2020 TRCC meeting on the following:</p> <ul style="list-style-type: none"> <li>• NH Final Report-FDOT CAR/S4 Project</li> <li>• FY21: Florida Cloud-Based Traffic Safety Information System (Phase I) - aka “Cloud Feasibility Study” (pending)</li> <li>• FY21: FDOH NEMSIS and UF S4 Teams to focus EMS data integration and linkage (data exchange/linkage/integration) (pending)</li> </ul>

**Objective 12: Expand integration of Traffic Records (TR) projects to maintain a uniform data collection platform across key data fields needed to facilitate linking traffic records information systems by December 2021.**

**Strategy 12.1: Continue to support and increase Law Enforcement Agency (LEA) utilization of TR data collection systems/tools and S4 Analytics by providing the integration of Traffic Records Projects: Systems and/or Software.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
12.1a	Track the utilization of traffic records systems/software for the following TR projects: <ul style="list-style-type: none"> <li>• Tracs (Traffic and Criminal Software)</li> <li>• ELVIS (Electronic License and Vehicle Information System)</li> <li>• Signal Four Analytics' Geo-Location Tool</li> <li>• National Emergency Medical Services Tracking and Reporting System Version 3 standards</li> </ul>	Number of users/agencies	Quarterly	Project Leads	FY20: TraCS- 19,578 users / 179 LEAs ELVIS- 18,975 users / 197 LEAs S4's Geo-Location Tool - Crash Reporting: 167 (TraCS) LEAs - Citation Reporting: 115 (TraCS) LEAs S4 Analytics- 4,268 users / 850 agencies and vendors NEMSIS V3- 194 EMS Agencies
12.1b	Improve key data field collection across traffic records reporting: <ul style="list-style-type: none"> <li>• By integration S4's Geo-location Tool w/TraCS crash and citation reporting</li> <li>• By integrating ELVIS with TraCS</li> </ul>	Number of incidents  Number of agencies	Quarterly	Project Leads	FY20: Geo-Location Tool usage: - 103,713 crash reports - 72,887 citation reports - 21,976 traffic warnings - 4,319 tow sheets - 1,212 DUI Citations - 568 Parking Citation - 329 Field Interview Report - 226 Offense Incident Report - 61 Boating Warning - 45 Boating Citation  FY20: ELVIS Usage: Total LEAs 197; 70% of TraCS agencies are using ELVIS



**GOAL 4: Facilitate access to traffic records data.**

**Objective 13: Identify high priority user needs and develop a strategy to improve accessibility by December 2021.**

**Strategy 13.1: Convene Special Projects (E.g. NHTSA Go Team) to conduct needs assessment for Crash Data Systems.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
13.1a	Identify agency to lead needs assessment	Needs assessment conducted (survey)	December 2021	FDOT FLHSMV	Applied for Go Team Phase II funding to explore linkage possibilities Survey conducted 10/17/2018-10/28/2018. Results presented at 12/7/2018 TRCC Meeting.
13.1b	Create a framework based on survey results	Final assessment report delivered to TRCC Executive Board	December 2021	FDOT FLHSMV	Results presented at 12/7/2018 and 4/5/2019 TRCC Meeting: Go Team Phase II final report and survey results.  TRCC Meeting on April 3, 2020 presented NH Final Report
13.1c	Apply framework to Signal Four Analytics	Develop framework for all system needs	December 2021	FDOT FLHSMV FDOH UF	Executive Board updated at April 3, 2020 TRCC meeting on the following: <ul style="list-style-type: none"> <li>• NH CAR/S4 Project began documentation of Crash Business Models (current/future state) GAP Analysis: CAR/S4 (Final report provided 1/31/2020) consolidate 2 CAR System functions (location and analytics) within S4 Analytics</li> <li>• FY21 Project: Signal Four Analytics- to focus on data linkage opportunities w/EMS/Crash/Citation/Roadway data (pending approval)</li> <li>• FY21: Florida Cloud-Based Traffic Safety Information System (Phase I)- aka "Cloud Feasibility Study" (pending approval)</li> </ul>

**Objective 14: Improve accessibility to data for all systems by December 2021**

**Strategy 14.1: Increase public record data availability through online access.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
14.1a	Assist agencies with public facing websites to make data available through online access	Number of users accessing traffic records data	December 2021	Executive Board/Data System Owners	<ul style="list-style-type: none"> <li>FY20: S4 Analytics currently provides linkage between crash, citation, and roadway data. Analytical reports available daily but there is no public facing portal at this time. Total users: 4,268 Total agencies and vendors: 850</li> <li>FY21 Project: Signal Four Analytics- to focus on data linkage opportunities w/EMS/Crash/Citation/Roadway data to enhance safety analysis (pending approval).</li> </ul>
14.1b	Provide access to real-time summary data reports	Number of users accessing real-time summary data reports	December 2021	Executive Board/Data System Owners	See notes above;
14.1c	Implement web development standards to make data accessible as public data based on needs assessment	User satisfaction with (a) the quality of traffic records data, and (b) their ability to obtain the data when, where, and in the form needed.	December 2021	Executive Board/Data System Owners	See notes above;
14.1d	Provide federal, state, and local agencies with access to the linkable data among traffic safety information system databases		December 2021	Executive Board/Data System Owners	<ul style="list-style-type: none"> <li>FY20: S4 Analytics currently provides linkage between crash, citation, and roadway data. Analytical reports available daily but currently no public facing portal.</li> <li>FY21 Project: Signal Four Analytics- to focus on data linkage opportunities w/EMS/Crash/Citation/Roadway data (pending approval).</li> <li>FY21: Florida Cloud-Based Traffic Safety Information System (Phase I) - aka "Cloud Feasibility Study" (pending approval)</li> </ul>

**GOAL 5: Promote the use of traffic records data.**

***Objective 15: Promote the understanding and use of available data.***

***Strategy 15.1: Increase users understanding of what is available and its use/importance (systems, grant funding, etc.) by December 2021.***

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.1a	Maintain a metadata resource that describes available data and how it can be accessed		Ongoing	TRCC Coordinator	
15.1b	Post metadata resource on respective agency websites	Publish on TRCC Website	Ongoing	TRCC Coordinator	Information published on TRCC website

**Strategy 15.2: Educate users on what systems are available and how to use them by December 2021.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.2a	Conduct user training	Number of training sessions, type, frequency, online tutorials, PowerPoints	Annually	Project Leads	<p>The following trainings were conducted:</p> <p>Crash and UTC Data Improvement:  FY19: FLHSMV conducted 8 crash and 6 UTC trainings on the following dates:  Crash- 4/2/19, 4/24/19, 4/25/19, 5/15/19, 5/29/19, 6/11/2019, 6/12/19, 6/25/19; UTC- 4/2/19, 4/25/19, 5/29/19, 6/11/19, 6/12/19, 6/25/19  FY20 Crash and UTC dates:  Crash-4/8/20, 4/15/20, 4/22/20, 4/29/20  UTC-5/5/20, 5/6/20, 5/19/20, 5/20/20, 5/21/20, 6/8/2020, 6/9/20, 6/10/20, 6/11/20. These dates will be modified due to COVID-19.</p> <p>TraCS:  FY19: 6 user trainings on the following dates: 5/2/19, 5/8/19 (2 trainings), 5/16/19, 5/21/19, 6/12/19  FY20: 13 user trainings: 10/2/19; 10/17/19; 10/23/19 (2 trainings); 11/7/19; 11/15/19; 11/20/19; 12/5/19 and 12/6/19 (1 training); 12/6/19; 1/9/20; 2/7/20; 2/19/20; 3/4/20</p> <p>Signal 4 and Geo-location:  FY19: 1/8/2019 (3 sessions), 1/9/2019 (3 sessions)  FY20 S4- 11/5/2019- Ninth International Visualization in Transportation Symposium</p> <p>FDOH NEMSIS Compliance:  FY19: EMSAC BioSpatial Training: 1/22/19  EMSAC Data Committee: 1/22/19; 4/22/19; 7/16/19  FY20: EMSAC BioSpatial Training: 3/3/20, 6/10/20  EMSAC Data Committee: 3/3/2020, 6/10/20</p> <p>ELVIS  FY20: 15 remote trainings; 10 in-person: 11/13/19; 11/15/19; 12/16/19; 12/17/19; 12/27/19; 1/2/20; 1/31/20 (2 trainings) 2/7/20 (2 trainings); 5 demonstrations.</p>

**Strategy 15.3: Monitor utilization of traffic records data by December 2021.**

Action Step	Description	Performance Measure	Timeline	Leader	Notes
15.3a	Monitor utilization of traffic records data		Annually	Data System Owners	
15.3b	Monitor utilization of web-based system		Annually	Data System Owners	
15.3c	Report utilization results by month at quarterly TRCC meetings	Reports provided	Annually	Data System Owners	