



# Florida Traffic Records Coordinating Committee Executive Board Meeting

Tuesday, April 19, 2016, 9:00 am - 12:00 pm  
Florida Department of Transportation  
DHSMV Training Room B264  
2900 Apalachee Parkway, Tallahassee, FL

## Agenda and Meeting Notes

TIME	DESCRIPTION	LEAD
9:00 AM	<b>Welcome and Introductions</b>	<b>Ryan Klitzsch</b>
	<p>BACKGROUND: Introduction of TRCC Executive Board Members, submission of interim report to NHTSA for 405c qualification, discuss nominations for TRCC Board.</p> <p>DISCUSSION: Beth Allman, Maureen Johnson, Steve McCoy were in attendance for the Executive Board members.</p> <p>Ryan Klitzsch noted that the interim reports for NHTSA 405c review for FY 2017 qualification have been completed and submitted for review.</p> <p>Ryan Klitzsch noted that Maureen Johnson assumed the role of Chair until her departure later this week and there was a need to receive both nominations for Chair and Vice Chair. Beth Altman was nominated as Chair and Steve McCoy was nominated as Vice Chair. Mr. Klitzsch noted the voting would occur at the end of the meeting.</p>	
9:15 AM	<b>FY 2017 Concept Papers Review</b>	<b>Ryan Klitzsch</b>
	<p>BACKGROUND: The TRCC Coordinator will provide an update on funding for FY 2017.</p> <p>DISCUSSION: Discussion ensued about setting a date for reviewing concept papers and establishing a sub-committee with representatives from all six data systems for the sub committee. The following individuals were nominated to represent the six data sets for the review of the concept papers:</p> <ol style="list-style-type: none"> <li>1. Crash- Amy Cochran and Jim Hage</li> <li>2. Vehicle- Tom Rast, Josh Strums</li> <li>3. Driver- Deborah Todd</li> <li>4. Roadway- Ben Jacobs</li> <li>5. Citation and Adjudication- Deborah Todd, Amy Cochran, and Beth Allman</li> <li>6. Injury Surveillance- Brenda Clotfelter</li> </ol> <p>The subcommittee meeting will take place on May 3<sup>rd</sup> at 9am at DHSMV. Ryan Klitzsch will be uploading and sending out a link to the concept papers submitted for review for FY 2017 along with the scoring sheet.</p>	
9:30 AM	<b>Revising Traffic Records Strategic Plan</b>	<b>Ryan Klitzsch</b>
	<p>BACKGROUND: Continue the review of objectives, action steps, performance measures, timeline and leaders for addressing comments from 2016 Traffic Records Assessment Report.</p> <p>DISCUSSION: Ryan Klitzsch presented the potential revised and new performance measures for the Florida Traffic Records Strategic Plan to the TRCC. See appendix for revised performance</p>	



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	measures based on comments by the TRCC.	
11:15 AM	<b>Vote on Florida TRCC Executive Board</b>	<b>Danielle King</b>
	<p>BACKGROUND: Vote on members to the TRCC Executive Board.</p> <p>DISCUSSION: Ryan Klitzsch again asked if there were any nominations for the Chair and Vice Chair positions. None were given. Maureen Johnson nominated Beth Allman as Chair. A motion was made by Ms. Johnson and seconded by Virgil Sandlin. Unanimous approval by the board. A motion was made for Steve McCoy to be Vice Chair by Ms. Johnson and seconded by Virgil Sandlin, unanimous approval by the board.</p>	
11:30 AM	<b>Other Business</b>	<b>Ryan Klitzsch</b>
	<p>BACKGROUND: Confirm upcoming meeting dates</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>• Confirmed date for TRCC Sub-committee to meet and discuss concept papers on March 3<sup>rd</sup> at 9am at DHSMV</li> <li>• Amy Cochran of TraCS has see a tremendous amount of additional law enforcement agencies reporting and requested funds in the amount of \$27,163 for the remainder of this FY to bring on one additional assistant to help with TraCS. Ms. Cochran noted that the TraCS concept paper for FY 2017 budgeted for this additional person. Ms. Allman made a motion, Ms. Johnson seconded to approve the funding request for this FY if funds are available.</li> <li>• FY 2016 TRCC Proposed Meeting Dates: <ul style="list-style-type: none"> <li>○ May 12, 2016 at the FDOT Auditorium.</li> </ul> </li> </ul>	
12:00 PM	<b>Adjourn</b>	<b>Ryan Klitzsch</b>