

# Traffic Records Coordinating Committee Meeting Report

*August 11, 2017*

*Prepared for*

**Florida Department of Transportation**

*Prepared by*

**Melissa Gonzalez, TRCC Coordinator**

*Meeting notes taken by:*

**Danny Shopf, Cambridge Systematics, Inc.**



# 1.0 Attendees

The TRCC attendees are listed in Table 1.1.

Table 1.1 TRCC Meeting Attendees

Name	Title	Agency	Email	
Beth Allman	Senior Manager	FCCE	<a href="mailto:ALLMAN@FLCLERKS.COM">ALLMAN@FLCLERKS.COM</a>	<input checked="" type="checkbox"/>
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Seth Bartee	Support Specialist	TraCS	<a href="mailto:SETHB@TRACSFLOIDA.ORG">SETHB@TRACSFLOIDA.ORG</a>	<input type="checkbox"/>
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Ben Jacobs	Crash Records and Research Admin.	FDOT	<a href="mailto:BENJAMIN.JACOBS@DOT.STATE.FL.US">BENJAMIN.JACOBS@DOT.STATE.FL.US</a>	<input checked="" type="checkbox"/>
Maureen Johnson	NHTSA Contractor	Traffic Safety Analysis System & Services, Inc.	<a href="mailto:Mjohnsonhighwaysafety@gmail.com">Mjohnsonhighwaysafety@gmail.com</a>	<input type="checkbox"/>
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Chief Virgil Sandlin	Police Chief	FL Chief's Association	<a href="mailto:vsandlin@cedarkeyfl.us">vsandlin@cedarkeyfl.us</a>	<input type="checkbox"/>
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Danny Shopf	Transportation Analyst	Cambridge Systematics	<a href="mailto:DSHOPF@CAMSYS.COM">DSHOPF@CAMSYS.COM</a>	<input checked="" type="checkbox"/>

Lisa Spainhour	Professor / Principal Investigator	TraCS / ELVIS	<a href="mailto:SPAINHOU@ENG.FSU.EDU">SPAINHOU@ENG.FSU.EDU</a>	<input checked="" type="checkbox"/>
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Timothy Swiggett	Developer	TraCS	<a href="mailto:Timothys@tracsflorida.org">Timothys@tracsflorida.org</a>	<input type="checkbox"/>
Deborah Todd	Program Manager	DHSMV	<a href="mailto:DEBORAHTODD@FLHSMV.GOV">DEBORAHTODD@FLHSMV.GOV</a>	<input checked="" type="checkbox"/>
Zoe Williams	Program Manager	ELVIS / TraCS	<a href="mailto:ZWILLIAMS@ELVISFLORIDA.ORG">ZWILLIAMS@ELVISFLORIDA.ORG</a>	<input checked="" type="checkbox"/>

**Others In Attendance:**

- Joey Gordon, FDOT
- Larry Gowen, DHSMV
- Tina Hatcher, FDOT
- Dr. Chanyoung Lee, CUTR
- Edith Peters, FDOT

## 2.0 Presentation Notes

**Welcome and Introductions**

**Lead: Melissa Gonzalez**

Melissa asked everyone to introduce themselves and specify which agency they represent. She then asked the TRCC to review the meeting minutes from the April 7, 2017 TRCC meeting. Members reviewed the meeting minutes and approved them unanimously.

**Critical Updates on TR Projects**

**Lead: Goal Leaders**

*Stakeholder Request: Motorcycle*

Dr. ChanYoung Lee, CUTR, provided a presentation on motorcycle crash data. He noted that motorcycle fatalities have been increasing over the past 20 years. While motorcycles are three percent of vehicles registered and account for only one percent of vehicle miles traveled, motorcycle fatalities represent a large percent of traffic fatalities. In 2015 a sudden increase occurred from 449 fatalities in 2014 to 584 accounting for twenty percent of total fatality data. Today scooters consume 8% of crash data and should be treated as a separate vehicle type. The moped definition is used to compare if the vehicle type is a scooter. There should be a separate definition for scooters rather than comparing it to the moped definition. The second issue is the motorcycle endorsement. To receive a motorcycle endorsement on your license, drivers with motorcycles that have a 50 cubic centimeters (cc) or above, are required to complete a two-day training. Scooters (under 50 cc) does not require additional training for licensing requirement as a motorcycle. There is currently no way for an officer to differentiate if an endorsement is valid or needed when completing a crash report on the scene. Robert Kynoch commented stating that DHSMV will be changing the driver's license to have a "letter" to represent an endorsement. Dr. Lee added that the category to check the endorsement box on a crash report by an officer was correct 48

times out of 532 crash records. It can be fixed by decoding or cross referencing the motorcycle crash data base. Amy added if a crash report is filled out in TraCS, officers are required to fill out the motorcycle endorsement field. Zoe Williams stated that it is required to fill out this field but it may not be accurately reported.

#### *Crash & Citation Data Accuracy Improvement: DHSMV*

Richie Fredrick, DHSMV, gave a presentation on the DHSMV Grant. DHSMV generated a baseline report that evaluated 714,079 reports for accuracy and completeness. This report was developed using the Tableau software in a format that provides breakdowns of data accuracy evaluations prior to and following trainings. During the grant year, 11 train the trainer workshops were conducted with 618 officers representing 184 LEAs in attendance. Specific scores on data accuracy and completeness were presented at each training based on the LEAs that registered so that direct feedback could be provided. Richie provided several case examples of agencies that improved their data accuracy following their participation in training.

- Is there a way to evaluate this based on vendor?
  - Not yet but we are working on crash schemas so the vendor and their software version is identified and evaluated. This will help us understand if a specific version of vendor software has a reporting issue that other versions do not have.
- Was this project a part of the grant received this year?
  - Yes it was and we are submitting a similar request next year.
- Is this tool available to anyone?
  - Currently, this is only available to DHSMV.
    - It would be good to make this available to Law Enforcement Liaisons to give them an additional tool for training.

#### *Field Data Collection for NEMSIS Compliance: DOH*

Brenda Clotfelter, Department of Health (DOH), provided an update on the EMSTARS which is a detailed incident level reporting emergency runs. Seventy percent of agencies are participating in EMSTARS and 90 percent are participating in Emergency Runs. Currently their staff is working on transition to the National EMSTARS Version 3. There are 83 agencies out of 194 are submitting Version 3. Performance measures are in a state of flux because Version 3 and 1.4 standards are being used. The current data dictionary supports Version 1.4 but Version 3 has multiple data dictionaries and about 15 vendors. DOH has no control when a vendor changes and can be a problem in October once NEMSIS changes again. This could mean that they will be supporting 3 different National Standards in Florida. Because half of the vendors in Florida are able to submit Version 3 and it needs to be considered moving forward. Staff will participate in the technical advisory committee group to delay this.

Josh Sturms explained that DOH formed a partnership with the National Collaboration for Bio Preparedness to increase timeliness of records dissemination. The system will provide requirements and assistance to law enforcement, fire services, ems agencies and public health officials. There will be no charge for this data extract. A demonstration of the software provided through this partnership can be demonstrated at the next TRCC meeting. A grant to tackle the opioid epidemic ties into the National Collaboration for Bio Preparedness and an application was submitted to provide enhanced state opioid involved overdose surveillance. This consisted of a three-part process. The first one was to increase

timeliness for EMS or merchant records; the second was to increase timeliness for fatal records and the third part was to provide this to stakeholders. DOH complies with the first and have a goal to push this data in an interface for stakeholders but foresee some difficulties with the fatal cases. This will involve partnerships with medical examiner districts within the state and collect medical examiner and toxicology quarterly reports to extract the data and input into a system. A supplement to this grant was also applied for. In addition to the \$497,000, the supplement grant awarded \$197,000 with the requirement that 60% of this would go to medical examiners to improve the use of comprehensive toxicology testing. If awarded, all funds will be allocated to the medical examiners. DOH is also working on remediating the EMS data warehouse to Version 3 of NEMSIS.

- Do you know the extent of opioid data tracking? Could we apply this data to the impaired driving coalition?
  - That is a possibility. Working on linking crash data to this system as well as EMS data.

*ELVIS: FSU*

Zoe Williams gave a report on recent activities by ELVIS. There are currently about 125 agencies and 10,800 users across the state and ELVIS is steadily adding 700 users per month and averaging 12,000 queries per month. Most of the recent development has been focused on improving user interface to encourage the use of ELVIS throughout the state. ELVIS now includes information for boats and a barcode scanner so officers can scan the back of a license rather than manually inputting the information. Another objective is the ELVIS integration with Plate Smart software so officers can access ELVIS directly through the Plate Smart Software. Expanding search criteria and added support for commercial driver's licenses has been added as well

*TraCS: FSU*

Lisa Spainhour gave a report on the activities by TraCS. Two hundred agencies are using TraCS and the software is installed on 20,000 computers which is about half of the officers in the state using TraCS. Working with USDOT to incorporate fields that are related to secondary crashes. This data is not a part of the DHSMV Crash Schema. Continuation with Signal 4 Geolocation tool is still in effect. Five agencies are required to use the Signal 4 Location Tool as a beta test. In FY2018, all agencies will be required to use the location tool for all TraCS reporting to improve the accuracy of location data. TraCS is also working on DHSMV's TCATS 6.1. TraCS is hosting data for over 120 agencies and creating a backup site to ensure data can be recovered. An assessment of software and hardware will be conducted to maintain an operational status as well as possible. Staff will also be working with FDOT to develop a DUI packet based on the FHP DUI forms to incorporate into the TraCS system. This would require an additional grant. Agencies want to partner with Carfax in exchange for data sharing tools. Only data in compliance with public records laws would be extracted and provided prior to 60 days for use on Carfax reports. The hiring process of conducting interviews for a new support staff member to assist with support has begun

- What data is being hosted by TraCS?
  - All of the data that is collected using TraCS. Some agencies are using this as a records management system.

#### *Signal 4 Analytics: UF*

Illir Bejliri provided an update on Signal 4 (S4) Analytics. Signal 4 is working on transitioning to a web based system for user management approval requests. Collecting statewide citation data from DHSMV as well as from FCCC is the next step. S4. Signal 4 will be collecting statewide citation data daily but today collects this data from FHP and two TraCS agencies: Hialeah and Panama City PD. This allowed for pilot testing for the citation module on S4 but has not been exposed to the rest of S4 users. A meeting for a data exchange between FCCC and S4 was held and a MOU will be in place to receive historical citation data starting from January 1, 2017 to a daily frequency. Webinars will be created to train users.

- What are the ongoing costs for Signal 4 receiving data from FCCC?
  - This would be a one-time cost. Currently unclear of the ongoing costs.

#### *Geo-location Tool: UF*

Currently developing requirements for vendor certification to ensure the Geolocation tool is being used correctly. There are about 85 agencies of 200 TraCS' agencies using the Geo-Location tool. . Each month, between 9,000 to 10,000 crashes are being geolocated with the tool and about 4,500 citations. DHSMV has organized meetings with three other major vendors that agreed to use the Signal 4 Geolocation tool.

- SunGard/OSSI indicated that they do not want to push the cost of integration to their clients. They estimate a one-time cost of \$16,400 to integrate Signal 4 into their existing system.

Melissa Gonzalez, FDOT, provided an update on her efforts to find a different funding source for TraCS and ELVIS. She sent out a survey to other states using TraCS to determine how they have addressed funding. She has received the results of some of the surveys.

#### **Current Status of TRCC FY 2018 Projects**

**Lead: Melissa Gonzalez**

The TRCC is not expecting any additional carry forward funds for the next fiscal year. The TRCC is required to submit Quantitative Progress Reports yearly to demonstrate improvement within two data systems. This year, there was an increase in location accuracy based on the Signal 4 Geolocation tool which is different from the performance measure of improving crash submittal timeliness that is usually provided to NHTSA.

Melissa provided an overview of projects being funded in Fiscal Year 2018. The following funding is contingent on NHTSA approval of 2018 projects:

402 Funding – TRCC Coordinator Position; Consultant Position; ELVIS (\$527,000)

405 Funding – TraCS (\$882,600); Crash and Uniform Citation Data Improvement (\$115,901); Field Data Collection for National EMS Data Systems Compliance (\$366,470); Signal 4 (\$239,900); Geolocation (\$159,881)

1906 Funding – Central Repository for Traffic Data; TraCS Mobile Platform Improvements

- The 1906 funding was applied for last year and the funding was not received until recently. Did not apply for it this year because it was applied for last year and can only be applied for twice.
- The Committee wants to be to make their data systems accessible to partners and the public.

- We need to be sure the data we are sharing is the acceptable source of the data and not a copy of the data to ensure the data is accurate and consistent.
- Melissa recommended that the TRCC consider developing subcommittees related to each of the major projects the TRCC is supporting. The subcommittees would be more flexible in their meeting times and have more focused and detail discussions related to their projects.

## Break

### Go Team Project

**Lead: Melissa Gonzalez**

The Go Team reviewed the core data system for crash and considered the supplemental systems, such as DHSMV's Analytical Warehouse, FIRES and Signal 4 Analytics, and CAR found that each of the supplemental systems have nuances specific to their group of users. The Go Team provided the crash data inventory, flow chart of data processes, users and uses, point of contacts for each system, quality control and the funding source. They identified the replication between the supplemental systems as a concern. They also identified additional inclusions for considerations such as documenting all crash data related systems, major crash data user groups and contributors, user and contributor needs.

Danielle King and Melissa developed a draft for Scope 2 and asked for feedback from the TRCC (Go Team Scope 2 is available in Appendix A): After reviewing the draft, the following questions were discussed:

- Is the purpose of the data use agreements to establish a baseline for access to data systems?
  - The initial thinking was to use the data use agreements as a description rather than a baseline but that is something we can consider.
- Phase 1 was looking at what happened with the data when it came to the state. Phase 2 would look at the source of the data and to evaluate the collectors of the data.
- The final report did not go into any detail on funding sources.
- Will Scope 2 focus on the things that were examined in part one of the Go Team Project?
  - Yes, we will build off of what was provided in Scope 1. We should focus on what they gave us and work on finding additional information.
- Are we going to include injury surveillance or is it only for the sources identified in the first scope?
  - This was captured in the identification of "Who Are Our Users" in Scope 2.
- We should do a self-evaluation of each of the traffic records systems. This would provide us with a starting point and could help expedite the process.
- The last bullet – "Facilitate decision-making session" - should be a decision of Florida agencies rather than by the Go Team.
- Melissa will send out the draft for TRCC members and set a deadline of September 8, 2017 for comments.

### Agency Data Systems

### Stakeholders

Melissa and Danielle attended a Traffic Records Forum and found that many agencies are struggling with developing strategic plans. The forum is developing a Best-Practices Guidance for other states to use in

the strategic planning processes. Melissa noted that assessments are becoming more automated in the future.

Richie, DHSMV, noted that it was beneficial to see what other states were doing. He noted that the size and scale of data and traffic records in Florida are much larger than many other states and suggested that given the size and number of agencies in the state, Florida is doing very well. He noted that integration is a focus and that the TRCC is an excellent starting point to promote integration.

1906 Funding TraCS Mobile Platform Improvements – Three states are planning to work together to develop a mobile platform. They would need to first pay the vendor before they could begin developing the form.

- How many law enforcement agencies are using mobile equipment?
  - We are asked regularly and have to tell agencies that TraCS does not operate on the mobile platform.
  - TraCS would be willing to consider charging agencies for using the mobile platform as a revenue source.
- Richie noted that DHSMV is working with the law enforcement agencies to get them equipment and improving their reporting.
  - Are you going specifically by request or targeting the agencies that are not reporting electronically?
    - We are doing both.

## Next Steps

Lead: Melissa Gonzalez

Future meetings were discussed and scheduled for the following dates:

- December 8, 2017 (Tallahassee) – Project Updates
- March 23, 2018 (Tallahassee)– Subcommittee Meeting for Application Review
- April 13, 2018 (Tallahassee) – Executive Board Voting Meeting
- September 7, 2018 (Tallahassee) - Status of Fiscal Year 2018 Projects and Critical Updates on Current TR Projects

Representation from every state project should participate at the subcommittee meeting. Anyone submitting a project should be prepared to discuss their project to prepare for the Executive Board Meeting.

Melissa asked if there was a need to have additional TRCC meetings.

- Not if we are developing subcommittees. The Subcommittees can meet regularly in between TRCC meetings and provide updates to the TRCC at the general meetings.

## Adjourn

- Meeting was adjourned at 11:42 am.

*\*All presentations can be found at <http://www.fltrafficrecords.com/>*



## Appendix A:

### Go Team Phase II, Scope II

Direction:

Phase II will focus on user and contributor needs to establish where each data system stands in regards to:

- Who users and contributors are
- What data is being used / requested
- What users and contributors need and expect
- Funding source for each system

This can provide a clear understanding on the capabilities and impact each crash system meets to provide the data being requested. It can also provide insight on where improvements need to be made to improve timeliness, accuracy, completeness, uniformity, accessibility and integration of crash data.

Phase II should also identify duplication of data in existing crash systems and identify areas to improve efficiencies.

1) Identify Users / Contributors

- Registered users for each system
- Data use agreements
- Questionnaire
  - Job roles and responsibilities
  - Understand users' tasks (work/activity context)
  - Understand users' skills
  - Access Levels

2) Identify User and Contributor Needs / Expectations

- Questionnaire
  - Reports used and needed
  - Functionality (tools, trainings, appearance, field visibility, etc.)
  - IT Support
  - Training
  - Other information needed but not available
  - Overall Experience (difficulties, ease of use, satisfaction, etc.)

3) Crash System comparison based off findings

- GAP Analysis

4) Identify funding source for each system

5) Draft / Share findings with Team

- 6) Facilitate a decision-making session
  - Recommendations