

# Traffic Records Coordinating Committee Meeting Report

*April 3, 2020*

*Prepared for*

**Florida Department of Transportation**

*Prepared by*

**Melissa Gonzalez, TRCC Coordinator**

*Meeting notes taken by:*

**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	FCCC	<a href="mailto:ALLMAN@FLCLERKS.COM">ALLMAN@FLCLERKS.COM</a>	<input checked="" 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"/>
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Deborah Todd	Program Manager	FLHSMV	<a href="mailto:DEBORAHTODD@FLHSMV.GOV">DEBORAHTODD@FLHSMV.GOV</a>	<input type="checkbox"/>
Zoe Williams	Program Manager	FSU	<a href="mailto:ZWILLIAMS@ELVISFLORIDA.ORG">ZWILLIAMS@ELVISFLORIDA.ORG</a>	<input checked="" type="checkbox"/>
Joel Worrell	Transportation Data Inventory manager	FDOT	<a href="mailto:JOEL.WORRELL@DOT.STATE.FL.US">JOEL.WORRELL@DOT.STATE.FL.US</a>	<input type="checkbox"/>

**Others in Attendance:**

- Steven Bentz, FDOT
- Cosmos Ficklin, FLHSMV
- Deidra Jones, FDOT
- Stephanie Meadows, FDOT
- Travis Pelham, FLHSMV
- Jeremy Segers, North Highland
- Aryn Thompkins, NHTSA
- Thomas Wilson, FLHSMV
- Scott Lindsay, FLHSMV

## 2.0 Meeting Summary

**Welcome and Introductions**

**Lead: Melissa Gonzalez**

Melissa Gonzalez, FDOT, reviewed the agenda and asked if the Executive Board had any concerns or comments for the December 2019 meeting minutes. Beth Allman, FCCC, asked for a motion to approve the meeting minutes Robert Kynoch made a motion to approve the December 2019 meeting minutes. Josh Sturms, FDOH, seconded the motion.

Note- Due to the time extended for this meeting and the COVID-19 response, the following Executive Board members provided their proxies. If necessary, Robert Kynoch, FLHSMV, delegated Richie Frederick, FLHSMV, as his delegate. Vice Chair Steve McCoy, FDOH, delegated Joshua Sturms, FDOH, as his delegate.

### **North Highland Final Report Out**

**Lead: Melissa Gonzalez**

Melissa Gonzalez, FDOT, reviewed the work the North Highland consulting team performed to document Florida's crash system, specifically FDOT's Crash Analysis Reporting (CAR) System and the TRCC's Signal Four (S4) Analytics, by using an end-to-end business process model and associated gap analysis. Multiple data systems were reviewed through this process at both the state and FDOT District level to understand data user needs and functionalities needed. An on-site meeting was held on December 4, 2019 to kick off the project, which was completed on January 31, 2020. She said several TRCC Data Subcommittee members supported this process and thanked them for their participation.

Melissa provided an overview of the existing crash location and analysis reporting process, referencing the CAR System and highlighted opportunities to streamline and align CAR, Signal Four, FLHSMV's CRSCAN, and the Florida Department of Health's Biospatial database.

Melissa asked Ben Jacobs, FDOT to provide a more detailed overview of the process to verify locations within the CAR database. Ben noted an automated process is used to identify which crashes occurred on state-maintained roads and which crashes occurred on local roads, organizing crash records accordingly into two crash location verification systems. Crashes on the state highway system are verified using the CAR System and crash verification on off-system roads (local) are conducted in the Crash Locating System.

Melissa detailed the gap assessment conducted by the North Highland consultant team which identified various data process gaps, data system capability gaps, and the degree of benefit versus the ease of implementation. This process was used to identify thirteen data gaps that were highly beneficial to Florida's data system process and reasonably easy to implement. She noted that several of these gaps are already in the process of being addressed. During the capability gap analysis, 86 core capabilities were identified across geolocating, analytics, and roadway reference categories with a total of 18 gaps identified with feasible mitigation approaches. She also noted that 10 additional capabilities will be inherited through the integration of CAR and Signal Four's manual crash location verification process, including increasing efficiency and reducing the cost per crash record.

The North Highland Team provided a summary on the benefits of utilizing Signal Four Analytics with anticipated traffic records projects (pending NHTSA approval):

- Help Close Data Gaps (4 out of 13)
- Help Close Capability Gaps (9 out of 18)
- Allow the Inheritance of new Geo-Locating and Analysis Capabilities (10)
- Increase throughput efficiencies (~50%)
- Decrease cost per crash record from an estimated \$1.15 to \$0.76

Melissa showed the Crash Data Analysis and Reporting End-To-End Future State Process (CAR/S4 Focus), highlighting the ongoing projects to integrate and streamline CAR and Signal Four.

Melissa reviewed the following recommendations from the North Highland consulting team:

- Consolidate crash location process into a single platform (in process)
- Establish a cross-organizational task group charged with the implementation of the portfolio of quick hits regarding data and capability gaps
- Establish organizational governance structure for the future of Signal Four
- Dedicate the required resources to maintain the All Roads Basemap (ARBM)
- Need to expand the Model Inventory of Roadway Elements (MIRE) currently captured
- Develop a single accessible repository for all crash related data for the safety stakeholders
- Define user needs for data analysis and reporting

Melissa said that North Highland will support the development of a legislative budget request to continue to facilitate the integration of data systems, focusing on a cloud-based traffic information system.

Attendees had the following questions and comments:

- Has the FDOT Chief Information Officer talked with the FLHSMV Chief Information Officer?
  - This conversation has not happened yet. Executive Board member, Robert Kynoch, will coordinate with the FLHSMV Chief Information Officer to push for this discussion.
- Will there be any change to the requirement for law enforcement agencies (LEAs) to maintain their own crash records or is that something that can be maintained at the state level?
  - Some agencies are not currently retaining or maintaining copies of their forms and are using FLHSMV databases for this retention. The statutes require agencies to report data to FLHSMV but does not require them to maintain a copy of the data.

### **Critical Updates on Traffic Records Projects**

**Lead: Goal Leaders**

#### Crash & UTC Data Improvement: FLHSMV

Wilton Johnson, FLHSMV, said in person stakeholder meetings were scheduled to receive feedback on the crash report revisions but have been cancelled due to COVID-19. He said the Crash Report Control Document development is underway to prepare for the next update of the Florida Crash Report to be more in line with MMUCC guidelines. The review of four Clerk of Courts case management software systems has also been postponed due to COVID-19.

Attendees had the following questions and comments:

- TraCS would be happy to be part of the beta testing of the revised crash report.

- The PRIDE vendor that handles paper crash reports was subject to a ransomware attack and had to rebuild their IT infrastructure. There are several pending paper crash reports because of this setback.
- Has there been any changes to distribution of crash records with a greater number of people working remotely? Are you sending crash records electronically in lieu of getting a cd in the mail?
  - FLHSMV is working on a file transfer protocol to easily share crash data while people are working remotely.
  - TraCS manages a file transfer protocol site and could help FLHSMV distribute this data.
- Law Enforcement Accuracy, Completeness, and Timeliness reports were released and have been well received.

#### Field Data Collection for NEMSIS: FDOH

Brenda Clotfelter, FDOH, said that FDOH is at 74 percent for their completeness objective with a goal of 85 percent of EMS agencies submitting to the state incident level repository. The submission of EMS emergency run reports to the state repository is at 97% which exceeded their 95% goal. They have also conducted 3 of 4 EMS Advisory Council (EMSAC) Data Committee work sessions on 10/19, 1/20 (web conference), and 3/20 with a tentative July date pending the COVID-19 situation. The EMSAC continues to meet and is focused on maintaining data standards, business rules and implementation best practices consistent with National EMS Information System (NEMSIS). The Signal Four EMS data exchange was brought up to the EMSAC during their March meeting. EMSAC requires the EMS data request to contain the specific elements of the EMS data dictionary Signal Four wishes to request and also provide benefits received on both ends. NEMSIS data quality is at 90 percent accuracy rate and FDOH is currently evaluating the feasibility of monitoring the quality of the geolocation component by July 2020. FDOH is targeting July 2020 to complete a draft of the Florida Data Dictionary for NEMSIS 3.5. Brenda said 92 percent of users are on NEMSIS Version 3 (only 17 of 211 agencies are using a previous version) which is a 14 percent increase from last quarter. More than half (52 percent) of agencies submit reports within one day. She said FDOH is continuing to integrate EMS and crash records with BioSpatial and has completed the Essence integration. Trauma data has been integrated into the BioSpatial platform and Overdose Detection Mapping Application Program (ODMAP) integration was completed in January 2020.

Attendees did not have any questions or comments.

#### TraCS Support, Enhancement and Training: Florida State University

Dr. Lisa Spainhour, FSU, said TraCS has about 20,000 users in 179 agencies. 65 percent of agencies are using the Geolocation tool. During the first quarter, approximately 59,000 crash reports were loaded into the state repository which accumulates to about 31 percent of statewide crashes. The load success rate was at 99.99 percent with a load time average of 6.4 days. She presented two charts demonstrating the TraCS growth with 750 users and 12 agencies in 2008 compared to 19,578 users and 179 agencies in 2020.

She noted that new analysis reports were built to help agencies remember to follow up on impaired driving and fatality crashes to improve data accuracy. These reports will display crash reports pending follow up on toxicology results and traffic homicide investigations.

Dr. Spainhour highlighted some of the major activities for 2021, supported by their \$924,248 request:

- Migrate from physical hosting at Panama City Police Department and Clermont Police Department to a cloud-based system at Digital Systems Management (DSM)
- Rewrite external applications to web-based
- Development of forms to maintain state and federal guidelines
- Support new and existing agencies

Dr. Spainhour said that hosting data in a cloud-based environment was not possible until recently when DSM was approved by the Florida Department of Law Enforcement (FDLE). This will allow for greater flexibility, scalability, and security so TraCS can grow with ease. Using a cloud-based solution will allow TraCS staff to focus on the core strategies of building and streamlining software, rather than dealing with hardware and administrative challenges.

Attendees did not have questions or comments.

#### Electronic License and Vehicle Information System (ELVIS): FSU

Zoe Williams, FSU, said ELVIS supports almost 200 agencies with almost 19,000 user accounts. There are more than 600,000 queries per month. She said the primary goal for the previous fiscal year was to set up a secondary site to ensure ELVIS was accessible to all users, even if there is a failure at the primary site. The secondary site's hardware is currently being set up locally. Once testing is completed, the hardware will physically be moved to the backup location. Finalization of the data hosting agreement is near completion. She noted that ELVIS has additional cloud-hosting requirements, due to the direct access to Florida Crime Information Center/National Crime Information Center (FCIC/NCIC) data making cloud hosting more difficult. ELVIS has significantly lower requirements for data storage than TraCS but will continue to evaluate the costs/benefits for physical hosting versus cloud hosting.

Zoe highlighted the following upcoming changes to ELVIS:

- User groups are allowing users to be managed more seamlessly
- A real time dashboard allows administrators to more effectively review what officers are running such as hot file hits
- Authentication log summaries allow agencies to more effectively manage log entries per user for required audits
- Additional advanced authentication options are being implemented to create more seamless access for users

Zoe noted that driver history information is the most requested feature from all users. She noted that only a few states, including Florida, do not get driver data history through the National Law Enforcement Telecommunications System (NLETS). Florida driver history is only available through the FLHSMV's Driver and Vehicle Information Database (DAVID).

Attendees did not have any questions or comments for Zoe.

*A Unified and Sustainable Solution to Improve Geo-Location Accuracy and Timeliness of Crashes and Citations: UF*

Dr. Ilir Bejliri, UF, provided updates to the Geolocation Tool project. He said he is working on training the developer/support position which was recently filled to focus on the isolated issues with the tool in TraCS. This position will be able to focus on the individual user issues rather than causing an agency wide shut down for the use of the geolocation tool when issues occur. The UF team is focusing on developing a performance analysis that will help optimize the tool in relation to the load time, session time and map navigation. Backend changes necessary to move into the UF hosted cloud are being conducted at this time and efforts are also in place to identify another pilot agency for SmartCOP. The Jacksonville SO pilot was near completion, but COVID-19 has caused implementation plans to be paused.

Attendees had the following questions and comments:

- Amy can provide contact information for Ocoee Police Department so Dr. Bejliri can talk to them about the potential for a pilot project.
- There is an opportunity to improve toxicology reporting for crash data. Baseline data would need to be established. Amy will follow up with Ben, FDOT, Dr. Bejlir and the FLHSMV crash team for future discussion.

*Expanding Accessibility, Utilization, and Data Integration of Signal Four: University of Florida*

Dr. Ilir Bejliri, UF, said updates have been made to Signal Four to include the Law Enforcement Challenge report and provide updates in real-time. This report will allow law enforcement agencies to easily get the data necessary for the report in a uniform fashion. Examples of the data being obtains are total serious injuries and fatalities for distracted driving, impaired driving, motorcycle events, bike and pedestrian and speed. He gave a demonstration of the updated Signal Four dashboard which now works in all browsers.

Attendees had the following questions and comments:

- At what point do users need to make updates through TraCS and at what point do they need to make updates in Signal Four?
  - Amy said she would follow up with Ben and Dr. Bejliri to discuss this process.

### **Traffic Safety Information System Strategic Plan 2017-2021**

**Lead: Melissa Gonzalez**

Melissa said she is working on updates to the Traffic Safety Information System Strategic Plan. The Action Plan was sent out to each data system owner/teams and were asked to provide her updates within the next few weeks. She noted that the GoTeam subcommittee will be rebranded as the Data Subcommittee and continue to support detailed discussions related to data integration. Current work being conducted by this Subcommittee are to assist in the EMS data exchange for Signal Four Analytics.

### **Florida's Section 405(c) Grant Application**

**Lead: Melissa Gonzalez**

Melissa provided a summary of the 405(c) Application process, highlighting on the Quantitative Progress Report which demonstrates data quality improvement within the traffic records data systems. The average percent of accurately located e-crash reports submitted to the FLHSMV crash repository improved by 8.07 percent when compared between the baseline year (4/1/2018-3/31/2019) to current year (4/1/2019-3/31/2020). She also highlighted the 25.9 percent increase of licensed EMS agencies (private and public) submitting by NEMSIS V3 standards to EMS Tracking and Reporting System (EMSTARS).. Melissa said these data system improvement measures will be submitted along with other documentation and the application to FDOT leadership for review by May 18, 2020.. In addition, the 2020 Traffic Records Assessment has been scheduled to start on June 25, 2020 and conclude on October 14, 2020.

### **Application Subcommittee Overview**

**Lead: Melissa Gonzalez**

Melissa provided an overview of projects submitted for TRCC funding, noting that there was one new project – Driver Data Improvement submitted by FLHSMV. She outlined the funding source for each project requested and the amount of funding requested.

Melissa said the Subcommittee reviewed each project's goals, objectives, and budgeted items requested at their March 13, 2020 meeting. The Subcommittee deemed all costs reasonable and recommended to fully fund each project proposed. The recommendation was to fund projects under Section 402 for a total of \$1,316,087 and Section 405(c) at \$2,184,685 for a grand total for all traffic records improvement projects to be funded at \$3,500,772.

Agency	Project Titles	Funding Requested	Funding Source	Subcommittee NOTES
FDOH	Field Data Collection for NEMSIS	\$442,225	405(c)	All costs reasonable- Fully Fund
UF	Expanding Accessibility, Utilization, and Data Integration of Signal Four Analytics	\$467,346	405(c)	All costs reasonable- Fully Fund
UF	Unified and Sustainable Solution to Improve Geo-Location Accuracy and Timeliness of Crashes and Citations	\$168,546	405(c)	All costs reasonable- Fully Fund
FSU	TraCS Support & Enhancement	\$924,268	405(c)	All costs reasonable- Fully Fund
FLHSMV	Crash and UTC Data Improvement	\$123,300	405(c)	All costs reasonable- Fully Fund
FLHSMV	Driver Data Improvement <b>(NEW PROJECT)</b>	\$59,000	405(c)	All costs reasonable- Fully Fund
FSU	ELVIS	\$542,490	402	All costs reasonable- Fully Fund
TCC	TRCC Support	\$27,500	402	All costs reasonable- Fully Fund
UF	Geolocation-Based Crash Diagramming and FDOT Crash Mapping to Improve Crash Location Timeliness and Quality	\$556,758	402	All costs reasonable- Fully Fund
UF	Central Crash Data Repository Crash Data Quality	\$189,339	402	All costs reasonable- Fully Fund

## Board Discussion and Final Approval of Funding Amounts for Submitted Concept Papers

**Lead: Melissa Gonzalez**

Richie Fredrick, FLHSMV, made a motion to fully fund the TRCC projects as proposed and Lora Hollingsworth, FDOT, seconded the motion. The motion to fully fund the TRCC projects as proposed passed unanimously.

## Next Steps

**Lead: Melissa Gonzalez**

Melissa provided the following future meeting dates:

- September 11, 2020 – Status of FFY 21 Projects/Critical Updates on Current (FFY 20) TR Projects
- December 4, 2020 – Critical Updates on FFY 21 TR Projects
- April 9, 2021 - Executive Board Voting Meeting/FY 2022 projects

## Adjourn

- Meeting was adjourned at 12:59 PM.

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