

# TRAFFIC RECORDS COORDINATING COMMITTEE MEETING REPORT

JUNE 2, 2023



*Prepared For:*

**FLORIDA DEPARTMENT OF TRANSPORTATION**

*Prepared By:*

**CHRIS CRAIG, TRAFFIC SAFETY PROGRAM ADMINISTRATOR**

*Meeting Notes Taken By:*

**CAMBRIDGE SYSTEMATICS, INC.**

# ATTENDEES

NAME	TITLE	AGENCY	EMAIL	
<b>TRCC EXECUTIVE BOARD</b>				
Beth Allman (Chair)	Senior Manager	FCCL	<a href="mailto:Allman@FLClerks.com">Allman@FLClerks.com</a>	<input checked="" type="checkbox"/>
Major Lisa Barnett (Vice-Chair)	FHP Major	FHP/FLHSMV	<a href="mailto:Lisabarnett@flhsmv.gov">Lisabarnett@flhsmv.gov</a>	<input checked="" type="checkbox"/>
Lt. Steve Barrow	Lieutenant	FL Sheriffs Association	<a href="mailto:barrows@leoncountyfl.gov">barrows@leoncountyfl.gov</a>	<input checked="" type="checkbox"/>
Mike Hall	EMS Administrator	FDOH	<a href="mailto:Mike.Hall@flhealth.gov">Mike.Hall@flhealth.gov</a>	<input type="checkbox"/>
Lora Hollingsworth	Chief Safety Officer	FDOT	<a href="mailto:Lora.Hollingsworth@dot.state.fl.us">Lora.Hollingsworth@dot.state.fl.us</a>	<input checked="" type="checkbox"/>
Robert Kynoch	Division Director	FLHSMV	<a href="mailto:RobertKynoch@FLHSMV.gov">RobertKynoch@FLHSMV.gov</a>	<input checked="" type="checkbox"/>
Deputy Chief Tonja Smith	Deputy Chief	Tallahassee Police Department	<a href="mailto:Tonjab.smith@talgov.com">Tonjab.smith@talgov.com</a>	<input type="checkbox"/>
<b>TRCC MEMBERSHIP</b>				
Ian Anderson	Data Sharing Project Manager	FDLE	<a href="mailto:IanAnderson@fdle.state.fl.us">IanAnderson@fdle.state.fl.us</a>	<input type="checkbox"/>
Seth Bartee	Systems Administrator	FSU, TraCS	<a href="mailto:SethB@TraCSFlorida.org">SethB@TraCSFlorida.org</a>	<input checked="" type="checkbox"/>
Dr. Ilir Bejliri	Associate Professor/Principal Investigator	UF	<a href="mailto:Ilir@UFL.edu">Ilir@UFL.edu</a>	<input type="checkbox"/>
Charlton Bradley	Traffic Safety Program Manager	FDOT	<a href="mailto:Charlton.Bradley@dot.state.fl.us">Charlton.Bradley@dot.state.fl.us</a>	<input checked="" type="checkbox"/>
Ty Carhart	State EMS Operations Manager	FDOH	<a href="mailto:ty.carhart@flhealth.gov">ty.carhart@flhealth.gov</a>	<input type="checkbox"/>
Jared Causseaux	GIS Program Manager	FDOT	<a href="mailto:jared.causseaux@dot.state.fl.us">jared.causseaux@dot.state.fl.us</a>	<input type="checkbox"/>
Brenda Clotfelter	EMSTARS Project Manager	FDOH	<a href="mailto:BrendaClotfelter@doh.state.fl.us">BrendaClotfelter@doh.state.fl.us</a>	<input type="checkbox"/>
Chris Craig	Traffic Safety Administrator	FDOT	<a href="mailto:Chris.craig@dot.state.fl.us">Chris.craig@dot.state.fl.us</a>	<input type="checkbox"/>
Chief Jeffery Dixon	FHP Chief	FHP / FLHSMV	<a href="mailto:JeffreyDixon@flhsmv.gov">JeffreyDixon@flhsmv.gov</a>	<input type="checkbox"/>
Luis Dominguez	Data Manager	FDOH	<a href="mailto:luis.dominguez@flhealth.gov">luis.dominguez@flhealth.gov</a>	<input checked="" type="checkbox"/>
Margaret Edwards	System Administrator	ELVIS	<a href="mailto:MEdwards@ELVISFlorida.org">MEdwards@ELVISFlorida.org</a>	<input checked="" type="checkbox"/>
Richie Frederick	Deputy Director	FLHSMV	<a href="mailto:RichieFredrick@FLHSMV.gov">RichieFredrick@FLHSMV.gov</a>	<input type="checkbox"/>
Dr. Rupert Giroux	Safety Data Coordinator	FDOT	<a href="mailto:Rupert.Giroux@dot.state.fl.us">Rupert.Giroux@dot.state.fl.us</a>	<input checked="" type="checkbox"/>
Melissa Gonzalez	Crash Records Program Manager	FLHSMV	<a href="mailto:MelissaGonzalez@FLHSMV.gov">MelissaGonzalez@FLHSMV.gov</a>	<input checked="" type="checkbox"/>

Joey Gordon	Transportation Data Analysis Supervisor	FDOT	<a href="mailto:Joey.Gordon@dot.state.fl.us">Joey.Gordon@dot.state.fl.us</a>	<input type="checkbox"/>
Larry Gowen	Chief Performance Officer	FLHSMV	<a href="mailto:Larry.Gowen@FLHSMV.gov">Larry.Gowen@FLHSMV.gov</a>	<input type="checkbox"/>
Raymond Hemmes	UTC Program Manager	FLHSMV	<a href="mailto:raymondhemmes@flhsmv.gov">raymondhemmes@flhsmv.gov</a>	<input checked="" type="checkbox"/>
Col. Gary Howze	Colonel	FHP/FLHSMV		<input type="checkbox"/>
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"/>
Scott Lindsay	Chief Data Officer	FLHSMV	<a href="mailto:ScottLindsay@FLHSMV.gov">ScottLindsay@FLHSMV.gov</a>	<input checked="" type="checkbox"/>
Asher Lucas	Project Analyst	FLHSMV	<a href="mailto:AsherLucas@flhsmv.gov">AsherLucas@flhsmv.gov</a>	<input checked="" type="checkbox"/>
Angela Lynn	Program Manager	FLHSMV	<a href="mailto:AngelaLynn@FLHSMV.gov">AngelaLynn@FLHSMV.gov</a>	<input checked="" type="checkbox"/>
Becky Marsey	Manager, Performance and Trends	FDOT	<a href="mailto:Brian.Watts@dot.state.fl.us">Brian.Watts@dot.state.fl.us</a>	<input checked="" type="checkbox"/>
Travis Pelham	Operations Supervisor	FLHSMV	<a href="mailto:travispelham@flhsmv.gov">travispelham@flhsmv.gov</a>	<input type="checkbox"/>
Bradley Perry	Bureau Chief of Records	FLHSMV	<a href="mailto:BradleyPerry@FLHSMV.gov">BradleyPerry@FLHSMV.gov</a>	<input checked="" type="checkbox"/>
Kathleen Perry	Support	FSU		
Amy Pontillo	Systems Architect	FSU	<a href="mailto:AmyC@TraCSFlorida.org">AmyC@TraCSFlorida.org</a>	<input checked="" type="checkbox"/>
Thomas Rast	Inventory Control Manager	FLHSMV	<a href="mailto:ThomasRast@FLHSMV.gov">ThomasRast@FLHSMV.gov</a>	<input type="checkbox"/>
Tim Roberts	Law Enforcement Liaison, Program Coordinator	FDOT	<a href="mailto:Coordinator@FloridaLEL.info">Coordinator@FloridaLEL.info</a>	<input checked="" type="checkbox"/>
William Roseburgh	Business Intelligence Analyst	FHP	<a href="mailto:WilliamRoseburgh@FLHSMV.gov">WilliamRoseburgh@FLHSMV.gov</a>	<input type="checkbox"/>
Dr. Lisa Spainhour	Professor / Principal Investigator	FSU, TraCS / ELVIS	<a href="mailto:Spainhou@eng.fsu.edu">Spainhou@eng.fsu.edu</a>	<input type="checkbox"/>
Michele Snow	Program Manager	UF	<a href="mailto:MSnow@dcp.ufl.edu">MSnow@dcp.ufl.edu</a>	<input type="checkbox"/>
Michael Suleski	Chief of Staff	Tallahassee Police Department	<a href="mailto:Michael.Suleski@talgov.com">Michael.Suleski@talgov.com</a>	<input checked="" type="checkbox"/>
Zoe Williams	Systems Architect	FSU, ELVIS	<a href="mailto:ZFaulkner@elvisflorida.org">ZFaulkner@elvisflorida.org</a>	<input checked="" type="checkbox"/>
Thomas Wilson		FLHSMV	<a href="mailto:thomaswilson@flhsmv.gov">thomaswilson@flhsmv.gov</a>	<input 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"/>
Dr. Xingjing Xu	Research Assistant Scientist	UF	<a href="mailto:axuxinjing@ufl.edu">axuxinjing@ufl.edu</a>	<input checked="" type="checkbox"/>
<b>CONSULTANT SUPPORT</b>				

Danny Shopf	Transportation Analyst	Cambridge Systematics	<a href="mailto:DShopf@camsys.com">DShopf@camsys.com</a>	<input type="checkbox"/>
-------------	------------------------	-----------------------	--	--------------------------

## MEETING SUMMARY

### WELCOME AND INTRODUCTIONS

Danny Shopf, Cambridge Systematics, welcomed participants and thanked them for their attendance. He facilitated a round of introductions and provided an overview of the day’s agenda items.

### FY 2022 PROJECT UPDATES

#### **CRASH AND UNIFORM TRAFFIC CITATION (UTC) DATA IMPROVEMENT: FLHSMV**

Melissa Gonzalez, FLHSMV, presented an update on the Crash and UTC Data Improvement grant. She said two new and highly recommended OPS analysts were recently hired. Both analyst will start in June 2023. Another OPS position responsible for identifying duplicate records will also start in June 2023. The team has reviewed applications for a fourth OPS position, but will ultimately readvertise the position.

*There were no questions or comments for Melissa.*

#### **DRIVER AND VEHICLE DATA QUALITY IMPROVEMENT: FLHSMV**

Asher Lucas, FLHSMV, provided an update on the Driver and Vehicle Data Quality Improvement grant. He said performance measures and baselines have been established for all metrics. He noted the SSN verification flag is a completeness measure that ensures all DL records have a unique SSN. He said the DL purge is an accuracy and timeliness measure used to determine if the purging of records is in accordance with FLHSMV rules for deceased and non-licensed customers, while also being implemented efficiently.

Asher noted there were a number of CDL records that were not being purged and the team was able to add those to the group of records to be purged. The team has not found any issues with pseudo SSNs (all 0s, etc.). He said the team is also working on resolving temporary tag misuse to reduce the number of temporary tags being used beyond their intended timeframes. They are also resolving issues where permanent plates are using temporary codes.

*Participants had no questions or comments for Asher.*

#### **FIELD DATA COLLECTION FOR NATIONAL EMERGENCY MEDICAL SERVICES INFORMATION SYSTEM (NEMSIS): FDOH**

Brenda Clotfelter, FDOH, gave an update on the Field Data Collection for National Emergency Medical Services Information System (NEMSIS) subgrant. She introduced their new Project Director, Luis Dominguez, and reviewed the FY22/23 objectives.

Brenda reviewed the completeness objective of increasing the number of emergency runs submitting to the state level repository to 100 percent by September 30, 2023, and are currently at 98 percent. For uniformity, the team is focused on increasing the percentage of emergency runs in compliance with NEMSIS Version 3.5. Currently, 2 percent of the emergency runs in the state are compliant with this latest version. She noted that vendors have not all transitioned to alignment with this latest version presenting some challenges and delays until those vendors transfer. She noted NEMSIS Version 3.4 will be discontinued by the end of 2023 and that one of their challenges is keeping up with the release of new versions that are expected to start by 2025.



The team has published an updated data dictionary to include business rules for NEMSIS Version 3.5 and is working with vendors to ensure readiness to transition to NEMSIS Version 3.5. The team is also participating regularly in the NEMSIS Technical Advisory Conference and National Association of EMS Officials (NASEMSO) annual meetings to finalize their implementation strategy.

The team is committed to making improvements in accuracy, particularly related to injury information, the lowest quality data element currently evaluated. The team has been highly successful in achieving the timeliness goal thanks to integrated web reporting. Brenda said 82 percent of emergency runs are received within 10 hours. The team is also focused on increasing the percentage of agencies reporting demographic records every 30 days with 8.92 percent reporting as of April 2023.

The team continues to identify opportunities to link additional data sources to the EMS repository. Currently, the team is working on linking the Stroke Registry and looking ahead, will focus on opportunities to link the trauma dataset. The team is tracking the utilization of the BioSpatial Platform while also working to increase the platform's utilization.

*Participants had the following questions and comments:*

- › Was accessibility to BioSpatial added to the action plan?
  - FDOT will confirm that this was added to the action plan.

## **TRAFFIC AND CRIMINAL SOFTWARE (TRACS) SUPPORT, ENHANCEMENT, AND TRAINING: FSU**

Amy Pontillo, TraCS, gave an update on the Traffic and Criminal Software (TraCS) Support, Enhancement, and Training subgrant. She said TraCS currently has 28,738 users across 208 agencies. She noted that TraCS represents 55 percent of all law enforcement agencies that conduct traffic safety activities in Florida. She noted the average load time for crashes is about 7.2 days, well below the FLHSMV requirement of 10 days. She noted that there were some loading errors for Q2 this year due to the diagramming tool, but metrics on those loading errors are not yet complete. She also noted TraCS data is loaded with 99.99 percent accuracy and 37 percent of all crashes in the state are submitted to FLHSMV using TraCS.

Currently 197 agencies are using TraCS for crash reporting and 175 are using TraCS for citation reporting. She said the team is working on moving all agencies to citation reporting to the most updated version of the Traffic Citation Accounting Transmission System (TCATS). Amy said 49 counties have TraCS agencies and three of them are submitting directly to FCCC (Hernando, Pasco, and Bay). She said 178 TraCS agencies are using TraCS with ELVIS integration and 99 percent of agencies are mandated to use Signal Four in conjunction with TraCS, noting that only six agencies do not fall under this mandate. She said that 19 agencies are mandated to use the Signal Four tool with citations and is focused on increasing the usage of Signal Four for citations. Currently, all TraCS hosted agencies have received the Signal Four diagramming tool that is pre-populated by the information on the crash report. There are currently 55 law enforcement agencies using this tool, even before the tool has been widely publicized among TraCS agencies. She said 175 agencies are hosted at the TraCS Digital Systems Management (DSM) site.

Amy said agencies can use TraCS as a mapping tool for visualizing both citations and crashes on a map, if they are using the geolocation tool. She said the Criminal Justice Information Services (CJIS) security policy has changed which will require TraCS agencies to use two factor authentication. The team is also working on testing a web version of TraCS

*There were no questions for Amy.*

## **FSU: ELECTRONIC LICENSE AND VEHICLE INFORMATION SYSTEM (ELVIS)**

Zoe Williams, ELVIS, gave an update on the Electronic License and Vehicle Information System (ELVIS) subgrant. She said there are currently 31,059 users across 263 agencies using ELVIS. The biggest challenge right now is managing the almost 1.26 million queries per month through ELVIS. She said many agencies are using ELVIS as their primary access to FCIC/NCIC, even outside of their traffic units. She said ELVIS is hosted statewide, rather than at individual

agencies and is projecting a 99 percent uptime for ELVIS next fiscal year. She said the team is continually making parser fixes based on changes of other state systems interfacing with ELVIS. The team continues to interface with new vendors, including FINDER and LexisNexus, along with longstanding partnerships with TraCS and Mark43. She said the average cost per user is currently down to just under \$17 per user annually.

*Participants had no questions or comments for Zoe.*

### **GEOLOCATION-BASED CRASH DIAGRAMMING AND FDOT CRASH MAPPING TO IMPROVE CRASH LOCATION, TIMELINESS AND QUALITY: UF**

Dr. Xingjing Xu, UF, gave an update on the Geolocation and Crash Diagramming to Improve Crash Data Location, Timeliness, and Quality project. She noted 99 percent of TraCS Crash users and 4 percent of TraCS Citation users are mandated to use the Geolocation tool as well as the Jacksonville Sheriff's Office's SmartCop program.

The team is revising the tool to support the most up to date version of Navteq and provides ongoing technical support. The team is still waiting on SmartCop to upgrade to Signal Four Version 3 in order to roll out the tool to other SmartCop agencies.

There have been about 17,500 TraCS crash reports that have used the diagramming tool since January 2023. Dr. Xu shared an example of how the diagramming tool works and noted many of the features are pre-populated based on the information put into the crash report. The team is preparing more trainings and interacting with more agencies in the coming months.

She said FDOT has been working on verifying geolocation within the Signal Four system for about three months. This process helps reduce duplication of efforts and helps improve the accuracy of Signal Four.

*There were no questions for Xingjing.*

### **EXPANDING ACCESSIBILITY, UTILIZATION, AND DATA INTEGRATION OF SIGNAL FOUR ANALYTICS: UF**

Dr. Xingjing Xu, UF, gave an update on the Expanding Accessibility, Utilization, and Data Integration of Signal 4 Analytics project. She noted there have been approximately 500 more active users since January 2023 with about 82 new users every month. The team is working with FLHSMV to synchronize the crash data in full and is continuing to gather requirements for a citations dashboard. There will be a training webinar in the next few months.

The team is also working closely on the integration of Signal Four and the CARS database. FDOT staff are currently using Signal Four to verify crash locations and the team is continuing to work on bug fixes and refinements on reports and analysis. The team is adding the ability to download historic and predictive network screening results and adding the ability to show geolocation status on the map for each crash point (verified vs preliminary).

*Participants had the following questions and comments for Xingjing:*

- Will the historic feature of the Signal Four system only be available to those that could access CARS?
  - This will be available to anyone that has an S4 account.

## CONCEPT PAPER AND FUNDING AMOUNT OVERVIEW

Chris Craig, FDOT, reviewed the FFY 2024 Concept Papers received and funding amounts requested. He provided a brief overview of each concept paper and indicated why proposed budgets were increased or decreased.

*Participants had the following questions and comments:*

### › Crash and UTC Improvement

- There is a large increase in personnel funds to support four records technicians and one full-time personnel to lead the transition of law enforcement agencies from paper to electronic crash forms.
- The team has reached out to all 15 agencies still submitting paper crash forms and heard interest from many of them about making the shift to electronic. These agencies confirmed they need support in making this transition.
- There was a piece of legislation in the most recent legislative session that would require electronic crash reporting statewide that did not pass.
- Are we comfortable with the benefit requirement for the full-time personnel or does it seem too high?
  - This may be the calculation used for sworn law enforcement officers rather than for civilians. We can confirm this is the correct benefit calculation and to reduce the benefit allotment for that position, if appropriate.

### › FDOH

- There has been a decrease in trust fund availability which has required additional support for personnel through the TRCC. The positions and work being done are the same as prior grant years.
- Are there other avenues that should be considered to replace that trust fund deficit before requesting more through the grant?
  - Brenda said this is something that has happened before and the team has consistently moved time back to the trust fund as the finances are again made available. That is the expectation going forward.

### › UF

- At FDOT's request UF will receive a large personnel increase that includes positions for expanding S4, at to better support the needs of engineers, consultants, and local governments
- Has there been any discussion about retiring the GeoLocation tool and replacing it with the diagramming tool?
  - **Not yet but it's a topic we should definitely discuss. Consider having a meeting about this prior to our next quarterly meeting.**

## FINAL APPROVAL OF FUNDING AMOUNTS FOR SUBMITTED CONCEPT PAPERS

Chris Craig asked if there was a motion to fully fund the concept papers as discussed. Major Lisa Barnett made a motion and Mike Suleski provided a second. The concept papers and funding amounts were approved unanimously.

## PUBLIC COMMENT

*There were no comments from the public.*

## WRAP UP NEXT STEPS

Danny Shopf, Cambridge Systematics, indicated future TRCC meetings will be held in person at the FDOT Auditorium, unless otherwise noted. He then suggested the following dates for the next TRCC meetings:

- › September 15, 2023
- › December 1, 2023
- › March 29, 2024
- › June 21, 2024
- › September 13, 2024

## ADJOURN

The meeting was adjourned at 11:48 AM.