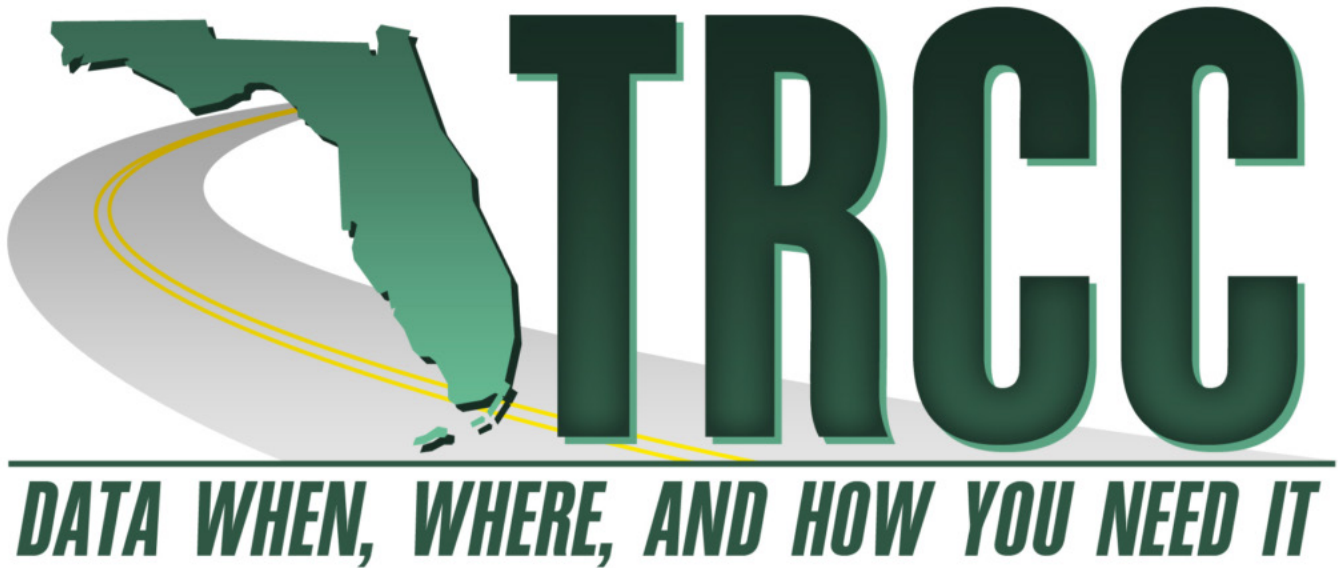# TRAFFIC RECORDS COORDINATING COMMITTEE MEETING REPORT

SEPTEMBER 13, 2024

Prepared For:

FLORIDA DEPARTMENT OF TRANSPORTATION

Prepared By:

CHRIS CRAIG, TRAFFIC SAFETY ADMINISTRATOR

Meeting Notes Taken By:

CAMBRIDGE SYSTEMATICS, INC.

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DATA WHEN, WHERE, AND HOW YOU NEED IT

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OTHERS IN ATTENDENCE

Ryan Cashburn, Kittelson & Associates

Alicia Galloway, FDOT

MEETING SUMMARY

WELCOME AND INTRODUCTIONS

Chris Craig, Florida Department of Transportation (FDOT), welcomed participants and thanked them for their attendance. He facilitated a round of introductions and provided an overview of the meeting's agenda items.

JUNE 2024 MEETING MINUTES

Chris said the June 2024 Meeting Minutes were unanimously approved virtually via email on June 21, 2024.

FY 2024 PROJECT UPDATES

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

Melissa Gonzalez, Florida Department of Highway Safety and Motor Vehicles (FLHSMV) presented an update on the Crash and UTC Data Improvement subgrant.

She reviewed the objectives for the UTC Data Improvement Subgrant.

Crash Objective 1- Establish a timeline for each remaining paper-submitting Law Enforcement Agency (LEA) to achieve full adoption of electronic crash reporting.

Melissa displayed a chart providing an overview of the status of LEAs transitioning from paper to electronic crash reporting. She said that of the remaining agencies submitting paper crash reports, seven agencies had successfully transitioned to fully adopting electronic crash reporting, four are in progress, and an additional four have been contacted about transitioning to electronic crash reporting. She said her team is working with the Florida Highway Patrol (FHP) on equipment and software coordination for agencies with those needs. She noted that the number of paper crash report submissions are now under 5,000 indicating a significant decrease since the start of the grant.

Crash Objective 2 – Conduct four state-wide LEA Trainings on the importance of electronic crash reporting and data quality to improve crash data.

Melissa provided an update on Crash Objective 2. The four state-wide LEA trainings are intended to provide officers with an understanding of the e-crash reporting process, demonstrate how the data is used, and the role and impact that an officer has on data quality. She noted that part of this process includes enhanced documentation of the e-crash reporting system from end to end to refine understanding and clarify roles for officers and vendors throughout the process. She said that curriculum topics have been finalized and flyers advertising the four statewide trainings have been distributed. The first training occurred on September 9th in St. John's County with 52 attendees. The second training occurred on September 12th at FHP Troop C Headquarters in Tampa with 50 attendees. The remaining trainings are scheduled at the following dates and times:

› September 16th at FLHSMV Headquarters in Tallahassee with 40 registrants

› September 18th at FDOT District 4 Headquarters in Fort Lauderdale with 108 registrants

UTC Objective 3 – Identify and resolve duplicate credentials to improve uniformity of driver history data.

Melissa noted that two part-time OPS record technicians' positions have been vacated, and that there are 1.3 million duplicates to resolve. She said that 31,045 duplicates were resolved in the first quarter, 33,584 in the second quarter, 29,720 duplicates in the third quarter, and that as of September 13th, 15,756 duplicates were resolved since July. The total number of resolved duplicates is 110,115 with 1,359,699 remaining duplicates. There are two types of duplicates

that come from new states on-boarding to the State to State (S2S) verification system and new customers being added to the system in real time. Melissa noted that that the number of duplicates will continue to increase as more states are on board. When Florida onboarded the S2S system there were 2.4 million duplicates. Since then, the S2S team has reduced the number of duplicates by over a million, in addition to reducing errors when the system cannot resolve duplicates. All states must go online with the S2S verification system by March 2025.

Melissa also provided an update on the State Electronic Data Collection (SEDC) grant submission. The SEDC program provides grants to states to upgrade and standardize their crash data systems to ultimately enable full electronic data transfer to the National Highway Traffic Safety Administration (NHTSA).

Participants had the following questions and comments:

- Chris asked for more detail on the agencies that have not responded to electronic crash reporting outreach.
    - Tim Roberts, Law Enforcement Liaison (LEL), went to the agencies, but did not make contact.
    - Deputy Chief Tonja Smith, Florida Police Chiefs Association (FPCA)/Tallahassee Police Department (TPD) will connect with the chiefs of the identified agencies.

DRIVER AND VEHICLE DATA QUALITY IMPROVEMENT SUBGRANT: FLHSMV

Angela Lynn, FLHSMV, presented on the Driver and Vehicle Data Quality Improvement subgrant. As the subgrant manager, she discussed the subgrant objectives that include creating a project plan, developing performance measures, and identifying recommendations for the driver and vehicle data systems. She said the project plan was created in Quarter 1 (Q1) and that performance measures and their respective baselines, for most performance measures had been established, and shared recommendations for each.

Driver Data Sets

Angela discussed the completeness, timeliness, accuracy, and uniformity measures for the Driver Data sets being improved under this subgrant. She noted that the completeness, timeliness, and accuracy performance measures overlap, particularly due to overlap in the Driver History Record (DHR) and the State Pointer Exchange Services (SPEXS) data.

Uniformity
The percent of the American Association of Motor Vehicle Administrators (AAMVA) driver data elements present in the FLHSMV driver data system is the performance measure. All 145 of the elements have been reviewed and the baseline was established as 97.39 percent. The target is to have 100 percent of the AAMVA data elements present in the driver data system, noting that all of the elements required by federal regulations and interstate agreements are present in system.

Completeness
For the Driver History Record (DHR) driver data set, the percent of out of state surrender records is the performance measure, 0.83 percent is the baseline, and the target is 95 percent. Some of the completeness measures depends on 11 jurisdictions implementing S2S. After the S2S launch, completeness is anticipated to increase. As of August 2024, the status of the percent of out of state surrender records with a DHR receipt is 84 percent. For the SPEXS data system, the percent of valid records in "complete" status is the performance measure, with a baseline of 90.28 percent and a target of 93.28 percent. An additional completeness measure for the driver data sets is to reduce the number of dispositions with an offense over a year old that have been closed but have not been returned to FLHSMV. These dispositions represent 0.5 percent of all dispositions. The baseline for this measure was set at 99.49 percent with a target of 99.52 percent which was recently achieved.

Timeliness

For the DHR data set, the length of time from driver license issuance to DHR receipt is the performance measure. The baseline is 110 days, and a target was set for 10 days. As of August 2024, the target was met with 4.5 days between issuance of a driver's license and a DHR receipt. For the SPEXS driver data set, the numbers of days in the SPEXS queue are the performance measure with a baseline of 36 days and a target of 24.5 days. Angela noted that the target was recently achieved.

Accuracy

For the SPEXS data set, the percentage of valid records not in error status is the accuracy performance measure. The baseline for these measures is 91.16 percent, and the target is 94.16 percent

Vehicle Data Sets

Angela discussed the performances measures and their respective baselines and targets for the Vehicle Data sets that the Driver and Vehicle Data Quality Improvement Subgrant aims to enhance.

Accuracy

The percentage of title transactions where vehicles are within 50 percent of average weight or under 2,000 pounds is the performance measure. The baseline for this measure is 99.56 percent with a target of 99.58 percent that was recently achieved. The team is tracking vehicle weight as electric vehicles may become more prevalent. Not having accurate vehicle weight data can increase roadway wear that is not anticipated or forecasted.

Completeness

The percentage of title transactions with a fuel type is the completeness measure. The baseline is 12.89 percent, and the target is 16.00 percent. Angela noted that retroactive decoding has improved fuel type completeness to 98.37 percent, far exceeding this measure's target. She noted that fuel type is important for disaster preparedness.

Participants had no questions or comments for Angela.

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

Brenda Clotfelter, Florida Department of Health (FDOH) gave an update on the Field Data Collection for National Emergency Medical Services Information System (NEMSIS) subgrant and associated objectives.

Completeness

Brenda said that 88 percent of Emergency Medical Services (EMS) agencies were submitting to the state incident level repository. She emphasized that this fluctuates based on the number of licensed agencies. As of September, there were 331 total licensed agencies, of which there are 294 submitting to the state level repository. noted that there are only about 41 EMSTARS agencies in aggregate left. Additionally, 99 percent of EMS emergency run reports were submitted to the state repository, which is a one percent increase from the previous meeting. Despite this one percent increase, she emphasized that the increase or decrease percentage fluctuates from meeting to meeting due to smaller vendors being bought by larger vendors. The team participates in NEMSIS calls every month and are active participants in the National Association of State EMS Officials (NASEMSO). Luis Dominguez, FDOH, attended the national NASEMSO meeting in May. Overall, FDOH will be attending three face to face meetings and two virtual meetings. Additionally, the EMS Advisory Council Data Committee met three times this year. She noted that the NEMSIS conference will likely be held in October and that the last data committee meeting that assists with the data dictionary and business rules development will be meet on October 1st.

Uniformity

Brenda said the team is focused on increasing the percent of EMS emergency run reports submitted in compliance with NEMSIS Version 3.5 to 80 percent by the end of the fiscal year. She said that there was a 7.8 percent increase bringing the percentage of EMS emergency run reports in compliance with NEMSIS 3.5 to 79.6 percent. Brenda noted

that compliance is somewhat dependent on the software vendors, 11 of which can submit to Version 3.5. The way that the vendors roll out compliance can play a role as well.

Uniformity/Accuracy

Brenda noted that monthly updates to the state data set for the Florida Data Dictionary are being conducted and that the current business rules and changes for updating the Florida Data Dictionary for NEMSIS 3.5.1 are under review. She said that as there is more mature data analysis, the narrative section becomes more important as does narrowing search criteria. Because of this the state datasets, medications and procedures best practices are updated monthly. She noted that this objective was made when NEMSIS 3.5.1 was thought to be finalized, but there are other changes that have resulted in the Florida Data Dictionary update to be slated later than initially anticipated. Additionally, the team is reviewing the top percent of errors and warnings for rules that are not aligned between NEMSIS 3.5.1 and the Florida Data Dictionary. The team is on target to have recommendations, but due to the additional changes, publication of an updated dictionary with business rules may occur later than September. The team has set a revised target of December 24, 2025.

Accuracy

She said the average NEMSIS data quality score has remained the same at 90 percent with increases in quality for patient information and other incident information and decreases in injury information and clinical times recorded.

NEMSIS quality report checks certain elements with different values. Because of the difference in values, the team is looking at identifying more clinical measures that regional coordinators find relevant. The intent would be that quality would improve with more local exposure by regional representatives documenting each measure during their coordination trips around the state. This could provide summary statistics at the regional level. This could be worth reporting on regularly and may evaluate the effectiveness of utilizing clinical performance measures on data quality.

Brenda displayed the Data Quality Store Dashboard that is provided monthly to regional coordinators to review with agencies as needed. She said that Biospatial produces the score and facilitates more regional and agency level input as well.

Timeliness

Brenda noted that 73.39 percent of Version 3 EMS emergency run reports were received within 10 hours and 87 percent were received within 24 hours in the previous quarter, meeting the goal of 70 percent within 10 hours. She also said that there was an increased by 0.6 percent of agency demographic record resubmissions due to implementation of the new policy. The team is reminding agencies and vendors to make the monthly resubmission automatic.

Integration

Brenda said that the MOU with FLHSMV to link crash data to the EMS state repository is in the process of being finalized. The integration with the Florida Stroke Registry is in progress with an executed data use agreement and export configuration completed.

Accessibility

The team continues to utilize Biospatial for repository and data accessibility noting an increase in provider utilization of Biospatial reporting from 10 to 50 percent. Brenda noted that there was a 75 percent increase in user logins in March 2024 alone.

Participants had no questions for Brenda.

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. He said TraCS currently has 30,874 users across 216 agencies.

Accuracy

Amy said that the objective to maintain the low number of load errors for crash reports submitted electronically to FLHSMV using TraCS to one percent was met in Q1 with 99.99 percent load accuracy.

Completeness

Amy said that TraCS represents 58.93 percent of all law enforcement agencies that conduct traffic safety activities in Florida. 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). TraCS and FHP are submitting 91 percent.

Uniformity

Amy said 200 agencies are using the crash form and 176 agencies are using the citation form within TraCS. Additionally, he said that 21 agencies are submitting paper and that the team is working on moving all agencies to citation reporting to the most updated version of the Traffic Citation Accounting Transmission System (TCATS), with 93 agencies on version 6.1, 62 agencies on version 6.0.1, and three agencies utilizing a proprietary submittal service. Additionally, there are 38 agencies that utilize TraCS submitting to the FCCC state citation repository and 138 agencies utilizing TraCS that are not submitting to the FCCC state citation repository. Of Florida's 67 counties there are 20 counties submitting to the FCCC and 29 counties utilizing TraCS that are not submitting to the FCCC.

Integration

Amy said that 191 TraCS agencies are using TraCS with the Electronic License and Vehicle Information System (ELVIS) and over 99 percent of agencies are using the Florida Crime information Center (FCIC) and National Crime Information Center (NCIC) interface. She said that all agencies using TraCS are mandated to use the Signal4 (S4) Location Tool with 29,160 users mandated to use the tool for crash reports. Additionally, she said that 20 agencies are mandated to use the Signal4 location tool on the citation form with 155 agencies not mandated to use the tool for citation forms. Amy noted that 153 agencies are currently using the S4 Diagram Tool 201 agencies using TraCS for crash reporting.

Amy highlighted the roadway information, vehicle parameters, and non-motorist parameters that are passed from the location tool and crash report to the diagram tool. He emphasized that the roadway information automatically updates on the crash report when updates are made to the location through the diagram tool.

Accessibility

Amy said that TraCS is currently the primary data hosting site for 189 agencies. She said that there are multiple agencies that would like TraCS to host for. There are an additional 26 or 27 agencies for which TraCS does not host data.

Timeliness

Amy said that the Q2 average delay between the initial crash date and when the data is entered into FLHSMV databases is on average 11.25 days.

Participants had the following questions and comments:

- Chris Craig asked if a prior evaluation tool called the Highway Safety Report Card that reported out agency compliance for using TraCS and electronic crash reporting among others, was still being utilized?
  - Melissa said the Highway Safety Report Cards are currently paused but may be part of the next fiscal year. The Performance Measurement Office and what vendors consider to be best practices will need to be considered in evaluation tools like the Highway Safety Report Card.
  - Chris said the value of something like the Highway Safety Report Card is that it could potentially increase compliance.
- Melissa asked if agencies utilizing TraCS are mandated to keep up with the latest updates?
  - Amy said most agencies are up to date with their citations. For agencies TraCS does not host data for, the team prioritizes agencies with higher volumes first.

- Melissa thanked the TraCS team for pushing out invitations to agencies for the law enforcement trainings. She emphasized that the trainings are helpful to display the tools available in TraCS, Signal4 Analytics (S4) among others.

ELECTRONIC LICENSE AND VEHICLE INFORMATION SYSTEM (ELVIS): FSU

Zoe Williams gave an update on the Electronic License and Vehicle Information System (ELIVS) subgrant. She said there are currently 37,718 users across 287 agencies using ELVIS. She said there were 19,501,519 queries run this fiscal year so far with nearly 1.63 million queries per month with an approximate increase of 36,000 queries per month since June 2024. She emphasized the growth in the number of agencies and user accounts utilizing ELVIS over time starting with 39 agencies and 3,667 user accounts in 2016. She concluded by saying that the average cost per user is $14.80. Anticipated cost for next fiscal year is $17.97. She said ELVIS functions as the online versions of the Florida Crime Information Center (FCIC) and the National Crime Information Center (NCIC). She noted that at the recent user forum hosted by the Daytona Beach Police Department, several police chiefs provided suggestions on improving ELVIS. Zoe concluded that the project's funding request for the next fiscal year is to hire a developer position to support Zoe in maintaining daily compliance with Florida Department of Law Enforcement (FDLE) regulations and requirements and to increase the pay for the Tallahassee Police Department (TPD) for being a worthwhile data host partner.

Participants had no questions or comments for Zoe.

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

Ilir Bejleri, University of Florida (UF), gave an update on the Expanding Accessibility, Utilization, and Data Integration of Signal4 Analytics project. He noted there have been 641 new users across 68 agencies and 80 new users per month on average since October 2023. He said that on average there are about 20,000 queries or reports per month. Additionally, on average there are about 9,500 page views per month on the public dashboard. New features in operation include, Target Zero filters, dynamic charts, additionally citation analysis, and diagram display features. He said that the dynamic chart feature went live the day before the meeting.

Participants had the following questions and comments:

- Melissa said that the dynamic chart is useful because when users are looking at multiple crashes, the tool shows the attributes from the diagram tool which is helpful for when citizens request intersection and segment level crash data.

- Melissa asked if the State Safety Office (SSO) Geographic Information System (GIS) base map will change?
   - Ben Jacobs, FDOT, said that the SSO GIS map is out of sync with the S4 map. The map will be updated in the next month, but in the long term, pointing citizens and customers to S4 will likely be the approach taken.

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

Ilir Bejleri, University of Florida (UF), gave an update on the Geolocation and Crash Diagramming to Improve Crash Data Location, Timeliness, and Quality subgrant and its projects. He stated the purpose of the project is improve all six crash location data quality attributes of timeliness, accuracy, completeness, uniformity, integration, and accessibility. He said the method behind the Geolocation tool is that it is vendor independent, with a location recorded using one unified basemap that provides consistent location information across agencies.

Geolocation for LEA (S4 Geolocation)

Ilir reviewed noted that 100 percent of TraCS agencies are mandated to use the geolocation tool for crash reporting and that 12 percent are mandated to use the geolocation tool for citations. He said that on average, 25,000 crash reports per month have used the Geolocation Tool to map crashes since October 2023. He said that on average there have been 7,600 users utilizing the tool over the past year with 187 agencies been using the tool over the same time frame. Additionally, 146 agencies use the tool to map 36,400 citations per month on average since October 2023. Ilir said that SmartCOP has completed implementation of upgrading to version 3.0 and is expected to go into production soon and will be ready and available to all SmartCOP agencies that are interested in the tool.

Crash Report Diagramming (S4 Diagram)

Ilir reviewed the diagrams' purpose and noted that 210,000 TraCS crash reports per month have used the S4 Diagram since October 2022 with 165 agencies currently using the tool. He said that on average 14,200 crash reports per month used the diagram tool across 130 agencies and 4,080 users per month since October 2023. Lastly new features that are in progress include an automatic alignment of display features with the roadway direction and a new insert map feature that allows users to visually display different elements in multi-vehicle crashes more effectively.

Participants had the following questions and comments:

❯ Melissa praised the visual appeal and of the S4 tools and emphasized how Ilir's demonstration of the tools is helpful for law enforcement engaging and training.

❯ Chris Craig asked about exploring the potential for TraCS mandating the usage of the diagram tool?

– Amy said that some agencies are committed to other software but noted that TraCS will follow FDOT's lead in this regard.

– Melissa emphasized that the geolocation tool is mandated for TraCS agencies. Mandating the diagram tool would be an enhancement. She noted that 165 agencies of the 201 TraCS agencies are using the diagramming tool already.

– Amy emphasized that the size of the agency and volume of reports is important to consider when considering mandating the diagramming tool. Some of the agencies that may not be using it, could be small jurisdictions with relatively fewer crashes. Working with large agencies with a high volume of crashes that may not being using the diagramming tool may be more effective than mandating its usage.

– Chris asked if the UF and TraCS teams could come to the next meeting with a breakdown of the TraCS agencies that are and are not using the diagramming tool.

WORK ZONE CRASH DASHBOARD

Ryan Cashburn, Kittelson & Associates, demoed the Work Zone Crash dashboard. He highlighted key overall trends from the data available in the dashboard. He noted that crashes in work zones occur more often in the morning hours. He emphasized the elevated risk of crashes occurring in work zones and displayed the different data elements that are pulled from the crash report to provide an overview of the crash location available through the dashboard.

PUBLIC COMMENT

There were no comments from the public.

WRAP UP AND NEXT STEPS

Melissa reminded participants the FLHSMV will be conducting focus groups with crash software provides to develop a best practice guide. Ben asked if there could be a way in the future to integrate THI in the crash report. Amy asked if there could be a way to incorporate data on warnings given by officers.

Brenda asked if FDOT had received official approval from the National Highway Traffic Safety Administration (NHTSA) concerning the FY252 Annual Grant Application (AGA) approval. Chris said he anticipates full approval and noted that an updated Part V is being reviewed by the legal team. Once that update is approved it will become an appendix to all subgrant agreements. Brenda recommended a track changes version of the updated Part V to streamline the signature process once notified of approval.

The following were listed as future presentation topics:

> Demonstration of ELVIS

> Demonstration of crash report in TraCS and ELVIS

> FCCC update on TCATS that covers central site and repository

The upcoming TRCC Meetings are scheduled on the following dates:

> December 13th, 2024

> April 4th, 2025

> June 27th, 2024

> September 19th, 2025

ADJOURN

The meeting was adjourned at 12:00pm.