

TRAFFIC RECORDS COORDINATING COMMITTEE MEETING REPORT

DECEMBER 5, 2025



Prepared For:

FLORIDA DEPARTMENT OF TRANSPORTATION

Prepared By:

CHRIS CRAIG, TRAFFIC SAFETY ADMINISTRATOR

Meeting Notes Taken By:

CAMBRIDGE SYSTEMATICS, INC.

ATTENDEES

NAME	TITLE	AGENCY	EMAIL	
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Alan Amidon	Associate	Cambridge Systematics	aamidon@camsys.com	<input checked="" type="checkbox"/>

OTHERS IN ATTENDANCE

Chanyoung Lee, CUTR

VIRTUAL ATTENDANCE

Seth Bartee, TraCS

Brenda Clotfelter, FDOH

MEETING SUMMARY

WELCOME AND INTRODUCTIONS

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

EXECUTIVE BOARD MEMBERS

Chris displayed the Executive Board Members as follows:

- › Beth Allman, Florida Court of Clerks and Comptrollers
- › Major Lisa Barnett, Florida Highway Patrol
- › Captain Steve Barrow, Leon County Sheriff's Office/Florida Sheriffs Association
- › Ty Carhart, Florida Department of Health
- › Robert Kynoch, Florida Department of Highway and Motor Vehicles
- › Deputy Chief Tonja Smith, Tallahassee Police Department/Florida Police Chiefs Association
- › Brenda Young (Interim), Florida Department of Transportation

SEPTEMBER 19, 2025, MEETING MINUTES

Chris noted that the September 19, 2025, meeting minutes were approved unanimously via email and are available on the TRCC Website.

FY 2026 PROJECT UPDATES

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 93 percent of Emergency Medical Services (EMS) agencies were submitting to the state incident level repository. She noted that there are 34 agencies in aggregate, and that the team is not anticipating meeting the 99 percent goal. She emphasized that this fluctuates based on the number of licensed agencies. As of December 2025, there are 345 total licensed agencies, of which there are 322 submitting to the state level repository. Additionally, 99 percent of EMS emergency run reports were submitted to the state repository. She emphasized the percentages she just mentioned fluctuate from meeting to meeting due to smaller vendors being bought by larger vendors. The team participates in biweekly NEMSIS calls and are active participants in the National Association of State EMS Officials (NASEMSO). She noted that some of the EMS Advisory Council (EMSAC) Data Committee work sessions are moving to a virtual format. The anticipated cadence for the data committee will be monthly virtual calls and quarterly in person meetings.

Uniformity

Brenda said the team is focused on increasing the percentage of EMS emergency run reports submitted in compliance with NEMSIS Version 3.5 to 100 percent by the end of the fiscal year. She said that there was a 0.2 percent increase bringing the percentage of EMS emergency run reports in compliance with NEMSIS 3.5 to 89.3 percent. Brenda noted that the new NEMSIS Version 3.5.1 is anticipated to be online by January 2026, noting that the system will still accept run reports in compliance with 3.5 throughout the transition to 3.5.1 and the team will assist the remaining agencies and vendors submitting in compliance with 3.4.

Uniformity/Accuracy

Brenda said that the update of the Florida Data Dictionary with business rules for NEMSIS 3.5.1 was published on October 1, 2025. The next update projection is March 1, 2026.

Accuracy

Brenda 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. Brenda noted that the team is looking at other measures, are implementing a warning dashboard that will inform agencies of warnings due to business rules and clinical issues to enhance clinical accuracy. The dashboard enables deeper data analysis of strategic measures and data elements.

Brenda displayed the Data Quality Score 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. She emphasized that the low data quality scores are demographic submissions and event validations. She noted that this also provides warning messages by strategic measure and allows the team to view any measure, quality errors, by region, and by software type.

Timeliness

Brenda noted that 77.58 percent of Version 3 EMS emergency run reports were received within 10 hours and 90.67 percent were received within 24 hours in the previous quarter. She noted that the monthly submission of agency demographic records has decreased to 4.5 percent as of September 2025.

She highlighted that the timely entry of demographic records resubmissions remains challenging, despite a slight increase from 4.5 to 4.78 percent over the previous quarter. This was likely due to regional coordinators emphasizing resubmission of demographic records.

Integration

Brenda reviewed the current data sources that are integrated with BioSpatial. She noted that an initial meeting to discuss integration of EMS event data with Signal4 (S4) had been conducted. Additionally, she noted that the Florida High Injury Network (HIE) linkage rate had stayed the same at 69.9 percent. Brenda concluded that a new vendor supplying HIE assured her that the linkage rate will increase.

Participants had no questions or comments for Brenda.

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

Seth Barte, TraCS, gave an update on the Traffic and Criminal Software (TraCS) Support, Enhancement, and Training subgrant. He said TraCS currently has 31,408 users across 222 agencies, emphasizing the increase from 750 users across 12 agencies since 2008.

Accuracy

Seth said that the objective to maintain the low number of load errors for crash reports submitted electronically to FLHSMV using TraCS continues to be met with 99.99 percent load accuracy.

Completeness

Seth said that in Q4, TraCS represents 42 percent of all law enforcement agencies that conduct traffic safety activities in Florida. He said that the fiscal year total was 301,537 representing 43.5 percent of statewide crash reports submitted electronically.

Uniformity

Seth said 209 agencies are using the crash form and 192 agencies are using the citation form within TraCS.

Integration

Seth said that 203 TraCS agencies are using TraCS with the Electronic License and Vehicle Information System (ELVIS). He said that all agencies using TraCS are mandated to use the S4 Geolocation Tool. Additionally, he said that 21 agencies are mandated to use the S4 location tool on the citation form with 171 agencies not mandated to use the tool for citation forms. Seth noted that 205 agencies are currently using the S4 Diagram Tool. Lastly, Seth noted that there are data sharing programs in partnership with the Florida Department of Law Enforcement (FDLE).

Accessibility

Seth said that TraCS is currently the primary data hosting site for 200 agencies. He said that there are multiple agencies that would like TraCS to host their data. He noted that the secondary hosting site is in progress.

Timeliness

Seth said that the average delay between the initial crash date and when the data is entered into FLHSMV databases was 5.9 days in Q4 with a yearly average of 7.33 days.

Seth discussed additional activities conducted by the TraCS team over the previous year. These activities included onboarding 12 new agencies, the development of new Uniform Traffic Citation (UTC) revisions in May and developing a new Appendix C in April and September.

Participants had the following questions and comments:

- › Tim Roberts, Law Enforcement Liaison (LEL), asked what support the LEL program could provide to TraCS when agencies are not submitting correctly.
 - Seth noted that most agencies are using TraCS and submitting their information correctly, but that the transmittal to the respective agency's county clerk's office through their system may be where the issue is.
- › Scott Lindsay, Florida Department of Highway Safety and Motor Vehicles (FLHSMV), asked if the team had selected the location of the new disaster recover server.
 - Seth noted that a location has not been selected yet and that the team is exploring many options.
 - Chris Craig provided an overview of the background on the challenges between physical and cloud-based servers. He noted that the team is seeking approval from National Highway Traffic Safety Administration (NHTSA) and plan to implement a backup site in FY26 and said it is likely the server will be located somewhere in the middle of the state.

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

Melissa Gonzalez, FLHSMV, presented an update on the Crash and UTC Data Improvement subgrant.

Crash Objective 1- Create a work plan to construct a methodology to automate and generate the crash sample-based audit.

Melissa provided an overview of the activities for this objective and the benefits of each. She noted that a manual sample audit requires extensive time and effort and that an automated process would improve data quality, reporting consistency, and communication with e-crash vendors. The grant team began the year reviewing the construction of the manual audit to understand constraints and identify mitigation opportunities from the manual process. To ensure we audit elements in accordance with database requirements, updates were made to the validation and edit documentation distributed to e-crash vendors.

Crash Objective 2 - Develop additional performance metrics within the sample-based audit that evaluate data quality to improve federal reporting and safety analysis

Melissa said construction of process flow charts related to Crash Closeout and FARS federal reporting requirements are in progress with the intent to produce guidance on when to run sample audits and what elements to audit. Next steps include identifying the best approach to incorporate elements related to traffic safety coalition analysis needs and to document the crash closeout process.

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

Melissa reminded the committee that all states are required to go onboard to the State-to-State Verification (S2S) system. She said 44 states have been onboard so far and that the team has resolved 12,274 duplicate credentials out of the 621,676 total duplicates identified this fiscal year. She emphasized that several key large states have yet to onboard and anticipated the number of duplicate credentials to increase.

Participants had no questions and comments for Melissa.

DRIVER AND VEHICLE DATA QUALITY IMPROVEMENT SUBGRANT: FLHSMV

Dennis Majano, FLHSMV, presented on the Driver and Vehicle Data Quality Improvement subgrant. Dennis reviewed the grant objectives. He noted that a project plan to implement project goals for the driver and vehicle data systems has been completed and that he is currently exploring performance measures for each goal. The project goals for FY26 include exploring motor vehicle insurance tables for integration with Driver History Record tables and the accuracy of Florida business names in vehicle records that match the SunBiz directory.

Participants had no questions or comments for Dennis.

ELECTRONIC LICENSE AND VEHICLE INFORMATION SYSTEM (ELVIS): FSU

Zoe William, ELVIS, gave an update on the Electronic License and Vehicle Information System (ELVIS) subgrant. She provided background on the data system noting that ELVIS is run through the Florida Crime Information Center (FCIC) and run by the Florida Department of Law Enforcement (FDLE), which provides access to other states' license information. Then, Zoe provided an overview of the usage numbers for ELVIS. She said there are currently 43,370 users across 297 agencies. She said there were 5,487,698 queries that have been run this fiscal year so far with nearly 2.1 million queries per month with an approximate increase of 200,000 queries per month since September. She emphasized that there was more than two full days of downtime from November 19-21 related to old hardware.

Next, Zoe reviewed the FY26 development goals. Then, Zoe discussed ELVIS's increase in usage over time from 39 agencies in 2016 to 297 in 2025 and 3,667 user accounts to 43,370 in 2025. She emphasized that ELVIS is changing the way accounts are counted. Despite 1,000 new accounts having been created since June, many of the accounts are not actively being used. She said the team is tracking active accounts, noting that there were 26,130 active accounts out of the total of 43,370 user accounts.

She concluded by revising the average cost per user to the average cost per active user at \$21.47.

Participants had the following questions or comments:

- › Chris Craig asked if the change to fiber Zoe discussed is going to involve hardware purchases.
 - Zoe noted that the hardware that failed resulting in the over two days of downtime was due to the firewall being linked to a copper line that failed. She emphasized that rebuilding the firewall to prevent a similar incident will require upgrading to fiber and that the team has requested a quote from Cisco that will likely include hardware.

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

Dr. Ilir Bejleri, University of Florida (UF), gave an update on the Expanding Accessibility, Utilization, and Data Integration of Signal4 Analytics project. He provided an overview of the subgrant activities. He noted there have been 123 new users since August 1st, 2025. He said there were 15 new agencies and consulting firms over the same time period. To date there are 6,565 users across 1,235 agencies and firms. On average there have been 64 new users per month since August 1st, 2025. Additionally, there have been on average 18,500 queries per month over the same time frame. Since August, the public dashboard has received 8,800 page views per month. Lastly, Ilir provided an overview of the main activities of the subgrant.

Participants had no questions or questions or comments for Ilir.

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

Dr. 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 to 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 noted that 100 percent of TraCS agencies are mandated to use the geolocation tool for crash reporting and that 11 percent are using the geolocation tool for citations. He said that on average, 29,300 crash reports per month have used the geolocation tool to map crashes since August. He said that on average, there have been 9,200 users across 210 agencies utilizing the tool over the same time frame. Additionally, 157 agencies have used the tool to map 46,000 citations per month on average since August.

Crash Report Diagramming (S4 Diagram)

Ilir reviewed the diagram's purpose and noted that over 472,000 diagrams were created since the launch of the tool with 72,000 diagrams created since August 2025 across 205 TraCS agencies. He said that on average, 17,900 crash reports per month have been using the diagram tool across 182 agencies. He noted that there have been 5,650 total users per month since August.

Ilir then discussed the SmartCOP Training Webinars that were held in September and December. He noted that 136 people from 30 agencies registered with 105 people and 27 agencies in attendance. He summarized overall feedback from the webinars. He then discussed SmartCOP Diagram usage statistics. Since the launch of the diagram tool with SmartCOP in May 2025, 15 SmartCOP agencies are using the tool in production (11) and in testing (4). He emphasized the team is currently working with three significantly large agencies for further deployment of the Diagram tool within SmartCOP agencies.

Participants had no questions or questions or comments for Ilir.

405C QUANTITATIVE PROGRESS MEASURE DISCUSSION

Chris Craig led a discussion on performance measure requirements that must be included each year as part of the Annual Grant Application (AGA) that documents quantitative improvement in two data systems across two data quality performance metrics. He said the team will send along a tracking tool to better track progress and identify measures for submission as part of the AGA.

Participants had the following questions and comments:

- › Melissa suggested that the performance measures used as part of the quantitative progress report are supposed to be system wide measures and indicated that the crash and UTC improvement subgrant is not qualitative in nature. She asked if the tracking sheet is for the quantitative progress report or the strategic action plan updates, emphasizing the difference between the two items.
 - The team suggested that the tracking sheet tool can be revised to focus on projects that are quantitative in nature, to reduce duplicative efforts, and not add to the project manager's workload unnecessarily.

STRATEGIC HIGHWAY SAFETY PLAN UPDATE

Danny Shopf, Cambridge Systematics (CS), reviewed Florida's 2026 draft Strategic Highway Safety Plan (SHSP) update, aligning with Federal Highway Administration (FHWA) and NHTSA frameworks under the Safe System Approach. He highlighted emphasis areas such as teen drivers, impaired driving, pedestrian/bicycle safety, and occupant protection.

He asked the TRCC if this SHSP allows members to do the work they need to do to improve traffic safety in Florida, emphasizing that this SHSP is not just an FDOT plan, but a framework outlining the elimination of fatalities and serious injuries at a high level.

Participants had the following questions and comments:

- › Melissa asked for additional information on the data sources for rail grade crossing crashes.
 - Data comes from the crash reports.
- › Chanyoung Lee, Center for Urban Transportation Research (CUTR), asked for clarification on the definition of roadside deaths.
 - This is related to a specific NHTSA grant program that focuses on preventing fatalities and serious injuries involving non-work zone roadside personnel, such as first responders and tow truck operators, and people that are in or around disabled vehicles.
- › Chanyoung asked if motorcycles were part of the Vulnerable Road User (VRU) definition?
 - While included in Florida's VRU statute, the SHSP is submitted to FHWA and must conform with their definitions for the VRU safety assessment.

PUBLIC COMMENT

There were no comments from the public

WRAP UP AND NEXT STEPS

Chris Craig thanked attendees for their participation and reminded participants that the next meeting in March will be a voting meeting requiring the attendance of a quorum of TRCC Board Members or their proxies to vote on the project budgets to include in the FY27 AGA.

The upcoming TRCC Meetings are scheduled for the following dates:

- › March 27th, 2026 – Voting meeting
- › June 19th, 2026
- › September 18th, 2026

ADJOURN

The meeting was adjourned at 11:18 am.