

## *STRCC Meeting*

### *Meeting Minutes*

June 22, 2009

Updates since last meeting:

Tim- We have our EMS charts, PCR, have about 700 agencies, about 300 signed up, giving them training. Have about a half million charts within the crash data warehouse. We are starting training. In regards to the swine flu we can search the data for instances. A year ago, there were very few charts, but now there are about a million. We can integrate all electronic systems, doesn't have to be EMS charts, we can work the software in, we are in process of working with another vendor.

Bill- They structured the data warehouse to accept FARS data. We want to get vehicle inspection data in there as well. Electronic data transfer...Kevin?

Kevin- (EDT) At last meeting we were beta testing a version of the NJTR-1 we put into place. The product was not well received. The breakdown did not flow with the accident report capture. We brought in a couple other vendors. They've submitted a proposal and we are going over it carefully to incorporate the NJTR-1 form electronic style. We are trying to incorporate that into our current RMS project. It will move forward in Jan 21, 2010.

Bill- Enforces is a vendor; tested it with Hanover PD which submitted electronically. Can you tell us anything Bill?

Bill D- Since we began testing in Hanover, we have connectivity, the issue right now is that although we did successfully receive and hand off images, Hanover PD has recognized some internal problems within the software and have reached out to fix it. We must follow up with Enforces. I was hoping that the cars would be hooked up and transferring live data using Enforces.

Bill- Now that I'm back, I will look into it further. That is good news. I know they found some things, and Debbie was able to make adjustments to it. For those involved with projects, we are going to talk about maintaining a tracking system.

Shannon- One of the things that everyone has in common is that we are all committed to NJ traffic records system. The traffic records information repository system is an online reporting mechanism that DOT has taken a lead in to qualify for 408 funding. It is an opportunity to maintain your strategic plan online. This allows you to do your project reporting in a central depository. It is a data warehouse for maintaining the strategic plan. Bill has been the one that has been doing this. Now we can enter our progress

reports and then these get sent directly to Bill. This way when its time to apply for 408 funds, we can do this efficiently. I would love to show this, give a demo at the next STRCC meeting.

Bill- maybe we can just set up another meeting. The great thing about this tool is if you have any projects associated with the strategic plan, you can put it in there. For those of you that have projects that are in there, you should come to meeting to see how it works and how to plug in information. We can divide meeting into two. First is overview, and then have actual workshop.

Shannon- It is very intuitive and user-friendly.

Bill- I don't know if anyone has had a chance to go through the strategic plan, do you have any comments? That summary table is right up there (on wall). What we did is this, we went through, and many of these things are ongoing, we don't need to take any action, just leave it as ongoing. For the others, we need input to say whether or not we should continue or stop certain action items.

1.34- Survey - We should probably get a committee together to discuss this since its just a survey. This survey surveyed all PD in NJ and what it found out is what you have, what kind of hardware, mobile units, cars you have. Out of 600 PDS, probably only 200 are able to go electronic. We need to know status, where are PDs at in NJ so we can evaluate what we can do to go electronic.

Caroline- Would you seek federal sources?

Bill- could ask for DHTS grant, it's a possibility.

Caroline- do you think it's a good idea to divide it regionally?

Bill- interesting thoughts, we will discuss this in the subcommittee.

Addressing the topics on handouts:

1.5 Automated Driver License and Registration- We have Carol here, Bob, John. It already has a bar code on it right? Is this an issue for the vendors? If motor vehicles have already done that, it's a matter of a vendor to be able to swipe it and populate. With 1.5.1. Bob Grill may be able to help with this, this has to do with MV working with vendors to be able to allow product to go electronic.

Shannon- these projects don't have to be 408 projects.

Bill- 1.5.3. Steve, this is the data warehouse that we have this data in there so we can evaluate not just a crash report but how it relates to crash times, driver history, etc so people can study it. Let's talk about those needs and how it can be addressed; it's an

action item up there. If this committee says it's important, then put your votes up there for priority.

1.6.1 Is this something that is going to happen? Or are you doing this now? It's more ongoing then...you're working with a third party to get more data imported in. We are already working with 3<sup>rd</sup> party vendors. Timeline is ongoing.

1.6.2. DONE

Section 2- Accuracy. Something we did a while ago with Debbie, we looked at every field and its accuracy with every PD departments. There are 143 fields. There are some states that have it programmatic. When that data comes in it is immediately looked at, analyzed for accuracy. We want the PDs to be able to do this. On our NJTR-1, right now we have over 100 edits on the NJTR-1. It will evaluate certain fields and it will flag where it either knows or thinks there is an error. For the verifiers, it will flag it so that it can be changed.

Kevin- When we go electronic, we have a small sample. All of the edits, we give to Enforces and it will be pushed to the front end. We may have to talk to vendors about new edits, etc.

For committee for edits on NJTR-1, is it same old committee? Should we create a new one? They had great input.

Bill- I would go and pull the existing committee. Parlow was the chairmen, I would go to him or Rich Maxwell. That team will pull with answers.

2.15 CMV Crashes

Sheree-The monthly report identifies that.

Bill- this seems like individual analysis on dates and times, etc. Which PDs are experiencing more truck crashes.

Sheree- Wisconsin was dealing with TRACK system, and they had 140,000 total crashes, and we have 300,000 crashes.

What she is looking at is the data that is already cleansed. We are missing the Driver license pass, but we have improved on that.

Sheree- we still need to talk about vehicle weight, other items that need to be on NJTR-1.

2.158

Bill- Says fine tune it as an action item. Additional CMV training. The officer needs to find the correct VIN.

Pat- That is different, this is a work allocation process. This has nothing to do with the number. This is how you allocate your recourses.

Bill- We have 8000. State Police takes about 1/3. The others are smeared over other municipalities. They want them to analyze the police on the ground to see where they want to allocate their police at a certain time of day.

Sheree- We were supposed to get a CMV filter at Plan4Safety? When are we getting them?

Mitra- I believe that may be something that is coming up soon.

Sheree- The funding was dropped on the project, Dr. Jafari was in charge.

Mitra- I will ask Dr. Jafari on the status of the project.

2.26

Tim- the problem is we are dealing with 2 different systems. The trauma registry is actually Kathy. I am not sure where they are, I know they are trying to revamp that. That is in the works, of course the edit checks, that will fall with whatever vendor they work with. We gave them our vendor so there is some consistency.

2.43 Fatal Data integration- Ongoing

2.47 Develop a Hit and Run Program

We can do a hit and run only on those that are later identified. There are occasions that there is a change report where they caught the person.

Pat- what value is that to here?

Bill- None, Ok scratch that.

We are having a problem with insurance companies. There is no way for us to have it. We are trying to change that law. If there is a road side stop, then we want them to scan and get insurance companies.

Bill- This helps the officer to see whether it's a valid insurance company. But you are saying it take a long time to get to the Police Officer.

So right now you have a project?

PTOA- IT is going into production 2012.

Bill- Im taking that off as a discussion. To be determined.

Bill - Review linkage elements that would populate fields-

3.47 These are inventory of roadway elements. What we collect as far as our SLD

We do conference website, vote on certain elements.

Caroline- We should look at what NJ is capturing, and not capturing, and what is being lost. This isn't going to go away. You can report back to create fixes in terms of different data, resources/tools. Use Safety Analyst to see what elements are necessary, etc.

Bill- we have decided to go with Plan4Safety, not Safety Analyst.

Caroline- Since Plan4Safety has federal dollars, we will want to see what the product is, how its working and if it is providing enough tools.

4.1.5.

Sounds like Plan4Safety. Grant/Safety Application through P4S.

4.1.8

A marketing tool for users that you are targeting.

Summarize findings and place on STRCC website- STRCC website hasn't been utilized.

We used to have a website. Default this back to TRIPRS.

User Guide. You can upload as many documents as you want.

4.1.8 integrated with 4.2.3

4.3.1 Provide an online database- REWRITE- GET RID OF IT. Put question mark.

4.4.1. Integrate databases to alert police and courts on offenses of GDL; relates to Plea-down laws.

Shannon- is this needed anymore with the legislation going into affect next year?

Bill- vote on it, may not be needed

Complete SRIs- Action item that DOT needs to be aware of. That data is available to end users, by request.

Caroline- this is a big issue throughout NJ. When they are reporting, they don't know the SRIs and they report it as the street name. This is a major issue. Federal is giving a lot of money for this information to be readily available.

Bill- we will make this an action item, see where it goes.

4.5.4

This may effect our database, would there be any action needed on it now? No.

Eliminate it for now.

7.1.3.

Looking at what it will cost them to go electronic? Leave it on there

7.1.4.

Data warehouse is what I'm thinking of. Eventually two things have to be done; users and implementing user fees so it can be self-supporting. It's an action item.

8.1.4

Shannon already drafted a letter

8.1.5.

That is what we HAVE to do to move forward – ongoing.

Caroline- can we rephrase this?

Bill- Shannon will come down and set up a meeting

Question mark on 8.1.6.

8.1.7. Question mark, not action item though

8.22.1

Bill to Tim- do you need legislative support?

Tim- On the paid side, we have about 368 agencies, the majority are volunteer and they are doing it free of charge. Although it would be nice to have legislative support to say you have to do it, they notice its much easier and makes job easier.

Bill- Maybe do a little PR work on volunteers to see why they don't use it to encourage.

Tim- biggest push back is fear of computer. A lot of old-school thought, they don't want to touch a computer. There is no legislation that can change that.

Shannon- in terms of rebuilding or upgrading the strategic plan, perhaps one project might look at setting up a discrete project that is the strategic plan for traffic records. Making sure we have appropriate resource. "Administrative Financial Committee" would oversee strategic plan and how to manage it.

#### MINUTES ADDMENMENT

Shannon's clarification of the duties of the Administrative Financial Committee.

Leading the State Traffic Records Strategic Plan is a process for executive leaders of an organization to map long- and short-term objectives for achieving an intended vision. Leadership of the Plan involves setting priorities, charting resource requirements, heading the State Traffic Records Coordinating Committee, and serving as the State ambassador for its traffic records system, critical to creating the programs and countermeasures that save lives on our nation's roadways.

At the operational level, the administrative management of New Jersey's traffic records plan necessarily involves tracking dozens of agencies, project leads, performance goals, and regular progress reports. Administrative maintenance is vital to the annual application for federal S.408 funding. And, in turn, it helps keep the Strategic Plan a genuine living document that monitors each State's progress in continuing to develop the six critical components: crash, roadway, vehicle, driver, citation and injury data. Other administrative management tasks might involve development of communication tools (such as websites, publications or newsletters) for policymakers, safety partners and the general public.

Administrative management of the strategic plan requires monitoring, progress reporting, and project management steps. New Jersey's last traffic records assessment recommends:

- Acquiring a project management software tool to track each project action plan\*\*
- Establishing an accountability process for project managers to use that will provide timetables and deliverables on traffic records projects
- Continuously identify project financial plans to support future maintenance, upgrades and new applications

In New Jersey's case, the TRCC Chair has been managing both the strategic leader and administrative role. But by creating an administrative management 'project' for New Jersey's traffic records system, the TRCC Chair will be afforded the latitude to focus upon visionary and strategic long-term objectives. Whether funded by S.408 funds or not, an administrative manager of the traffic records system would be empowered to fully focus upon tracking progress reports, maintaining current project and performance information, and supporting the Chair by documenting progress on the Plan's implementation.

\*\* (NOTE: many States – including New Jersey – have begun using the Traffic Records Improvement Program Reporting System (TRIPRS), a free web-based database NHTSA provides, as the central repository for all this information.)

\*\*\*\*

Hope this helps - please let me know how else.

Cheers,  
Shannon