February 16, 2022 NC TRCC Draft Meeting Minutes

Wednesday February 16, 2022 from 9:30 am to 11:30 am
Virtual Meeting Via Zoom
Hosted by UNC HSRC Nancy Lefler, Courtney Blake, and Eric Rodgman

Attendees Present (30)

Courtney Blake, UNC HSRC

Daniel Carter, NC DOT

Brian Crissman, NC SHP

Jason Dempsey, NC DMV

Mark Ezzell, NC GHSP

Shana Geary, NC DHHS

Katie Harmon, UNC HSRC

Brad Hibbs, FHWA

Nancy Lefler, UNC HSRC

Beven Love, NC DMV

Srinivasarao Kandimalla, NC DMV (vehicle)

Ryan Koschatzky, NC DOT

Matthew Kuliana, NCSU ITRE

Emily Mehta, NC AOC

Tom Mitchell, NC EMS

Brian Murphy, NC DOT

Jackie Mitchell, NC GHSP

Clyde Noble, NC DMV

Scott Proescholdbell, NC DHHS

Eric Rodgman, UNC HSRC

Nina Russell, NC DMV

Kimberly Rutledge, NC AOC

Warren Smith, NC GHSP

Vish Tharuvesanchi, NC DOT IT

Mike Thomas, NC DIT

Shawn Troy, NC DOT

Sriram Venkataraman, NC DOT

Anna Waller, UNC CCHI / IPRC

Carlton Williams, NC AOC

Cynthia Willingham, NC DMV (vehicle)

9:30 am Waited Five minutes for TRCC Members to Connect

9:35 am Welcome / Introductions – Eric Rodgman, NC TRCC Co-chair

9:47 am Updates from NC GHSP – Warren Smith / Jackie Mitchell / Mark Ezzell

9:50 am Updates on Current TRCC 405 (c) Funded Projects:

Kim Rutledge (AOC – printers, eCitation, etc.)

Current AOC projects related to printers provided to NC LE are all ongoing. AOC is still in the transition to having services covered by contract specialists.

Matthew Kuliana (NCSU ITRE – Vision Zero, etc.)

Matthew noted that the Vision Zero website had been significantly upgraded by Tracy Anderson providing more helpful statistics and information. The system has added three more local NC cities with maps. The State dashboard has added additional statistics and tweaked the website site to be easier to use.

Anna Waller (UNC CCHI) and Katie Harmon (UNC HSRC)

There are no current projects working on matching / linking medical and crash data at this time. Katie noted there is a CS-CRS pedestrian project underway. The project will be looking at what other states are doing by interviewing key contacts. The Safe Routes to School is providing the funding and will produce a report on their findings.

Nancy Lefler (NC CRIS Project – old eCrash project)

Nancy provided a quick overview and scope of this tremendous effort. The State will be replacing the entire crash, roadway, and associated systems along with updating the NC DMV 349 State Crash Report. The plan is to keep the electronic crash & paper form to two pages with all the agreed upon updates (including conforming to the MMUCC standard). This effort in ongoing, involves a large number of key stakeholders, and will likely take about two years until completion.

Reminder From Eric): Update the 2022 NC TR Strategic Plan (due June 15, 2022):

> **1)   Need to share any new system development TR projects under way in your agency.**
> **2)   Need for each agency to share / create performance measures that are be acceptable by NHTSA so that they can be included in the next TR Strategic Plan.**
> **3)   Continued emphasis on addressing the 2017 TR Assessment recommendations / Performance Measures.**
> **4)   Update on the MIRE FDE Data Collection Plan for NC.**

Emails will be coming out at the end of March as reminders.

10:00 am   Overview / Discussion / Kickoff of the 2022 NC Traffic Records "Self" Assessment – Nancy, Eric, and Jackie

Nancy provided the background for the NHTSA requirement that every state must perform a complete NC TR Assessment every five years. NC iis due this year (2022) and will be following the basic process:

1) Establish the key contacts for the key data areas
2) Receive feedback from the key agencies – ratings for their questions
3) Develop a final draft report of the findings / ratings
4) Revise as needed based on the TRCC input and approve

The Task 1 goal is currently in progress. Any new contacts should be immediately provided to Nancy..

The Task 2 goal is to solicit feedback from the NC agency participants. Courtney Blake from UNC HSRC will coordinate the meetings for this process – hoping to have every meeting set up by the end of next week (February 25, 2022). The deadline will be to complete all the TR Self Assessment Spreadsheet Tool sections and questions by April 30, 2022.

Task 3 will be to develop a summary report of all the findings provided by each agency and complete this task by May 15, 2022.

Task 4 will involve a complete review by all the agencies and ask for approval when their section is complete by June 30, 2022.

The final goal is to submit the final TR Assessment report to NHTSA for review and NHTSA will respond by September (exact date unknown).

If helpful, please note that the NC TRCC information about previous NC TR Strategic plans, previous NC TR Assessments, and NC TRCC meeting minutes can be found at the NC DMV Connect site:

[NC Traffic Records Coordinating Committee (ncdot.gov)](ncdot.gov)

Nancy noted that we can use the results and findings already documented in the recent RDIP and CDIP evaluations. Nancy noted that the driver data and vehicle data emails to key contacts will be coming very soon.

The goal is to run through the TRCC and Strategic Planning section questions today.

10:14 am (RECORD the SESSION starts)!

TRCC Section of the NHTSA Excel Spreadsheet Tool (Questions 1-16):

Q1 - Partial   Does the TRCC membership include executive and technical staff representation from all six data systems?

Q2 – Partial Do the executive members of the TRCC regularly participate in TRCC meetings and have the power to direct the agencies' resources for their respective areas of responsibility?

Q3 – Partial Do the custodial agencies seek feedback from the TRCC members when major projects or system redesigns are being planned?

Q4 – Meets Does the TRCC involve the appropriate State IT agency or offices when member agencies are planning and implementing technology projects?

Q5 – Meets Is there a formal document authorizing the TRCC?

Q6 – Meets Does the TRCC provide the leadership and coordination necessary to develop, implement, and monitor the State Traffic Records Strategic Plan?

Q7 – Meets Does the TRCC advise the State Highway Safety Office on allocation of Federal traffic records improvement grant funds?

Q8 – Partial Does the TRCC identify core system performance measures and monitor progress?

Q9 - Meets Does the TRCC enable meaningful coordination among stakeholders and serve as a forum for the discussion of the State's traffic records programs, challenges, and investments?

Q10 – Partial Does the TRCC have a traffic records inventory?

Q11 - Meets Does the TRCC have a designated chair?

Q12 - Meets Is there a designated Traffic Records Coordinator?

Q13 – Partial Does the TRCC meet at least quarterly?

Q14 – Partial Does the TRCC review quality control and quality improvement programs impacting the core data systems?

Q15 – Partial Does the TRCC assess and coordinate the technical assistance and training needs of stakeholders?

Q16 – Partial Do the TRCC's program planning and coordination efforts reflect traffic records improvement funding sources beyond §405(c) funds?

Strategic Planning Section (Questions 17-25):

Q17 – Partial Does the State Traffic Records Strategic Plan address existing data and data systems areas of opportunity and document how these are identified?

Q18 – Meets Does the State Traffic Records Strategic Plan identify countermeasures that address at least one of the performance attributes (timeliness, accuracy, completeness, uniformity, integration, and accessibility) for each of the six core data systems?

Q19 – Partial Does the TRCC have a process for identifying at least one performance measure and the corresponding metrics for the six core data systems in the State Traffic Records Strategic Plan?

Q20 – Partial Does the TRCC have a process for prioritizing traffic records improvement projects in the State Traffic Records Strategic Plan?

Q21 – Meets Does the TRCC identify and address technical assistance and training needs in the State Traffic Records Strategic Plan?

Q22 – Partial Does the TRCC have a process for establishing timelines and responsibilities for projects in the State Traffic Records Strategic Plan?

Q23 – Partial Does the TRCC have a process for integrating and addressing State and local (to include federally recognized Indian Tribes, where applicable) data needs and goals into the State Traffic Records Strategic Plan?

Q24 – Meets Does the TRCC consider the use of new technology when developing and managing traffic records projects in the State Traffic Records Strategic Plan?

Q25 – Partial Does the State Traffic Records Strategic Plan consider lifecycle costs in implementing improvement projects?

Q26 – Meets Does the State Traffic Records Strategic Plan make provisions for coordination with key Federal traffic records data systems?

11:25 am Closing remarks, reminders, and thanks from Nancy, Courtney, and Eric

11:33 am Meeting Adjourned

Upcoming Key Dates / Action Items:

February 25, 2022 – Have all the TR Self Assessment Zoom Meetings scheduled – Courtney Blake will be in contact and set these up.

April 30, 2022 – Complete all NHTSA TR Self Assessment Spreadsheet Sections.

May 4, 2022   NC TRCC Meeting (tentatively 9:00 am to 2:00 pm) Goal: edit / review the entire plan by the NC TRCC. (*location: Zoom)*

May 15, 2022 -- the HSRC project team will complete the final draft report based on the TR Self Assessment findings.

June 15, 2022 Final Version of the 2022 NC TR Strategic Plan
Goal: completed / ready for delivery to NHTSA.

June 30, 2022 – Complete the NC TR Self Assessment Final Report with approvals from every agency for submission to NHTSA.

Respectfully submitted by Nancy, Courtney, and Eric.