

Executive-Level Traffic Records Coordinating Committee (ETRCC) Meeting Minutes

Date/Time	December 14, 2020, 12 noon to 1:30 pm	
Chair	Kerry Collins , EOPSS Undersecretary for Forensic Science and Technology & ETRCC Chair	
Participants	David Bedard , MassDOT CIO Gary Blank , MassDOT, CAO Neil Boudreau - VM , MassDOT/Highway Division Brook Chipman , OGR/Highway Safety Kerry Collins - VM , EOPSS Ridgely Ficks , MDPH/Office of Emergency Medical Services Paul Franzese - VM , MassDOT/Merit Rating Board Bob Frey - VM , MassDOT/Office of Planning Jamie Gagnon, - VM , Department of Criminal Justice Information Services Anu Goutham , MassDOT	Mary-Jo Griffin - VM , MassDOT/RMV Sujatha Krishnan , Central Mass Regional Planning Commission Jeff Larason - VM , OGR/Highway Safety Chief John LeLacheur - VM , Beverly PD and Mass Chiefs of Police Association Kenneth Miller , FHWA Arielle Mullaney , EOPSS Assistant General Counsel John Primerano , MassDOT Barbara Rizzuti , NHTSA Kate Saunders , MDPH/Bureau of Health Care Safety & Quality Rebekah Thomas - VM , MDPH Director of Injury Prevention and Control VM = Voting Member
Location	Teams Meeting	

Welcome and Introductions

Kerry Collins, EOPSS Undersecretary for Forensic Science and Technology and ETRCC Chair, welcomed the participants and explained the requirements of a virtual meeting to meet Open Meeting Law requirements. Kerry confirmed 9 out of 15 voting ETRCC members were on the call, more than the eight necessary for a quorum. This confirmation was done through a roll call by Kerry.

Review/Approval of 5/18/2020 Meeting Minutes

After providing an opportunity to review the draft 5/18/20 ETRCC meeting minutes, Kerry asked if anyone had any proposed edits. Given no member did, Kerry indicated the minutes were unanimously adopted.

Office of Grants and Research update on 405-c projects selected May 2020

Brook Chipman for OGR began the update by reviewing efforts made by OGR to get the five projects awarded funding under contract in summer 2020. COVID-19 impacts and project-specific issues prevented any of the projects from starting as hoped for during this time. The MSP and UMassSafe projects were under contract as of 10/1/20 and are now progressing. Brook will continue to work with RMV, MDPH, and Boston Police Department to get their projects under contract. He also explained that MDPH has an award from spring 2019 that is still not under contract because of COVID-19 impacts and project-specific issues. This project will be addressed before work starts on MDPH's spring 2020 award. Brook will keep TRCC members appropriately updated on the status of all pending and current 405-c funded projects.

Office of Grants and Research update on proposed Availability of Grant Fund process for FFY 2021 405-c funding

Brook reviewed a previously distributed meeting hand-out of highlights of an anticipated AGF to be released in late December 2020. Neil Boudreau asked Brook what outreach there would be to identify outsider reviewers for the AGF review committee. Brook said he would be reaching out to all those on the TRCC e-list to determine outside review candidates.

MassDOT Crash Data System (CDS) Modernization & Stakeholder Engagement

David Bedard, MassDOT CIO, began the presentation, emphasizing that MassDOT hopes this presentation will contribute to its effort to identify and engage stakeholders for this project, emphasizing data quality and reporting. MassDOT intends to have the project be more than just a "technology refresh." Au Goutham completed the presentation. A question and answer period followed.

Neil Boudreau noted during the last CDS modernization that geocoding was a challenge that required compromise from project managers. He hoped this matter would be a priority for the new project.

John Primerano asked the group if CDS data quality is still a serious issue after recent efforts to address it. Neil said yes, in particular in regards to incorporating GPS coordinates for crashes.

Brook noted that David and he were already discussing having a presentation similar to today as part of a WTRCC meeting expected in mid-January. Brook said the WTRCC members would appreciate having time to hear more details about the

proposed system's features/benefits and share current system's strengths/limitations. He also suggested that the focus of the up-coming WTRCC meeting should be on the CDS presentation and a Q&A. Mary-Jo Griffin added that it would help secure participation and involvement with WTRCC members by promoting in advance their input is valued.

In addition to law enforcement and state-level highway safety planners, Gary Blank asked what other stakeholders for the project should MassDOT consider. Brook suggested Regional Planning Agencies (RPAs). Sujatha Krishnan said it would be helpful to include all RPAs, including those not involved with the TRCC. She noted they primarily are end-users of the CDS data, but that RPAs could help on the front-end by promoting the value of good crash reporting during their outreach to communities, especially with police departments. Sujatha also said RPAs had a monthly program managers meeting that could be a useful venue to discuss this CDS project.

Neil pointed out the insurance industry was helpful during the last CDS modernization and could be again with this one. Perhaps even consider making the Legislature aware.

Rebekah Thomas added that MDPH has experience with data linkage between related data systems that could help the CDS project. She later suggested that even local Boards of Health could be a stakeholder to assist the project.

Ken Miller, who was involved in the last CDS modernization, offered FHWA assistance.

Mary-Jo noted that the RMV's CDS Law Enforcement Liaison is ready to assist with stakeholder outreach during her on-going work with law enforcement agencies and training academies. Mary-Jo thought that looping in the Massachusetts Municipal Association could be useful.

Chief John LeLacheur suggested that it would be important to keep RMS vendors involved in the CDS project, as any changes to the crash report or related matters affect both them and their police department clients, particularly from a financial standpoint. A discussion began about the Motor Vehicle Automated Citation and Crash System (MACCS) and its impact on the CDS. Jamie Gagnon will follow-up with Chief LeLacheur on Beverly PD's involvement in MACCS.

Unforeseen business/upcoming event announcements/next meeting: 10 am to noon, April 6, 2021

No discussion.

Adjournment

No member objected to Kerry's motion to adjourn, so she indicated this motion to adjourn was unanimously approved.

**Massachusetts
Executive-level Traffic Records Coordinating Committee (ETRCC)
Virtual Meeting**

12 noon to 1:30 PM - December 14, 2020

Microsoft Teams meeting

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AGENDA

- Introductions
- Review and vote on draft May 18, 2020 ETRCC meeting minutes
- Office of Grants and Research update on 405-c projects selected May 2020
- Office of Grants and Research update on proposed Availability of Grant Funds process for FFY 2021 405-c funding
- MassDOT Crash Data System Modernization & Stakeholder Engagement
- Unforeseen business/upcoming event announcements/next meeting: 10 am to noon, April 6, 2021
- Adjourn

To obtain auxiliary aids, services, or accessibility information for this meeting, contact Mr. Brook Chipman at 617-725-3355 or brook.chipman@mass.gov.

**Office of Grants and Research update on proposed
Availability of Grant Funds (AGF)
process for FFY 2021 405-c funding**

- AGF currently will be for maximum of \$800K. OGR may increase this amount if additional funds become available before due date for application.
- Anticipated AGF release in late December 2020 and e-applications due in late February 2021.
- Proposed projects related to the MA crash system and/or citation system must align with MACCS project.
- Will require applications involving state-level partners to have signed letter of commitment from those partners.
- AGF has more detail on required NHTSA review and approval of equipment/software purchases of \$5,000 or over.
- Will follow similar review process for last AGF: an AGF review committee with two OGR staff members and at least one outside reviewer (anticipated outside reviewer(s) will be from TRCC membership, but their entity can't have project under consideration), then ETRCC review/vote.
- Virtual project presentations made by applicants will be considered during the AGF review committee's scoring process.
- No ETRCC member with a project under consideration may vote during the committee's project section step.
- With sufficient justification in applications, projects could start in late spring 2021, otherwise an October 1, 2021 or later start will be necessary.
- The expected end date for projects will be September 30, 2022.
- OGR reserves the right to decline requests for project extensions past September 30, 2022. No such extensions will be allowed past June 30, 2023.

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MassDOT Crash Data System Modernization and Shareholder Engagement

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Introduction

- MassDOT Technology
 - Gary Blank - CAO
 - David Bedard – CIO
 - John Primerano – Deputy CIO
 - Anu Goutham – Director Applications Development
- DOT's Crash modernization effort is looking to **identify and engage key stakeholders** to ensure we are taking a holistic approach to the project
 - Data input to data analytics
- Data quality and reporting are the areas of focus, we want to move beyond having this project be a typical "technology refresh"
- Today we will walk you through what we are hearing from our business users and a brief overview of the all the parts that deliver Crash data
- We will then open it up to discussion with the committee to gain your insight and guidance

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CRASH System

○ Data Input

- RMV receives report of more than 150,000 motor vehicle crashes annually
- Approximately 90% are received electronically from 328 state and local law enforcement agencies
 - Police agencies contract with RMS vendor systems to submit reports to the RMV system
- 30 agencies submit reports on paper that is mailed or dropped off at RMV QHQ and is scanned/entered into system by RMV staff

○ How the Data is Used

- Police reports used to document date, time, location, environment and characteristics of a crash
 - Required for both police and operators for any crash involving damage to one vehicle of over \$1000 , or any injury or fatality.
- Ultimate purpose of data is to gain a better understanding of causes of crashes in order to guide crash prevention programming and engineering improvements
- Reports also used by insurance companies
- Highway, Traffic Engineering and Safety Division of MassDOT use the crash data collected by the RMV to provide access to portals and dashboards through the IMPACT Crash system. This system allows public access to the crash data.

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CRASH Issues – Business Perspective

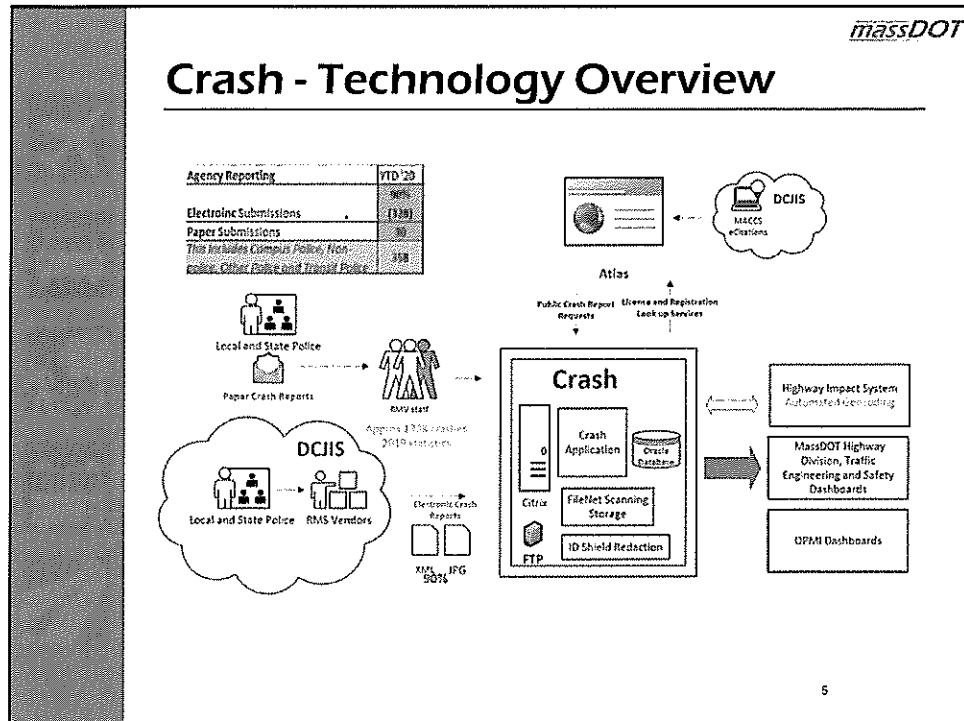
○ Data Quality

- Lacks direct connection to key systems(FARS and SafetyNet) causing data inconsistencies
- Causes confusion when presenting data

○ Other Considerations

- Technology is over 20 years old
- Does not have data validation/quality control
- Requires IT help to run reports, leads to inefficient work process
- Current system is not easily configurable
- Need ability to update crash reports both electronic and paper, based on new information
- Can not store reconstruction reports
- No method to redact and store images in one system
- Need ability to maintain and change police contact information
- Not able to track resubmitted crash reports

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Discussion and Guidance

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Thank you for your time!