

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

Date/Time:

June 16, 2026, 12 - 1pm

Location:

Microsoft Teams Meeting

Chair:

Kerry Collins, EOPSS Undersecretary for Forensic Science and Technology & ETRCC Chair

Participants (VM = Voting Member):

Sandy Amoakohene - VM, Alternate, Central MA Planning Commission

Neil Boudreau - VM, MassDOT/Highway Division

Kerry Collins - VM, EOPSS and ETRCC Chair

Georgia Critsley - VM, Alternate, Executive Office of the Trial Court

Mike Devaney - VM, Alternate, MassDOT/RMV

John Fabiano, OGR/Highway Safety

Bob Frey - VM, Alternate, MassDOT/Office of Transportation Planning

Jamie Gagnon - VM, Department of Criminal Justice Information Services

Susan Lewis - VM, MDPH/Bureau of Health Care Safety and Quality/OEMS

Matt Moran - VM, EOTSS

Andrea Nardone - VM, Municipal Police Training Committee

Michael Pezzullo, Federal Highway Administration

Max Rasbold-Gabbard - VM, MDPH

Lt. Sean Reardon - VM, Alternate, MA State Police

Sonja Singleton - VM, MassDOT/Merit Rating Board

Bob Smith - VM, OGR/Highway Safety and ETRCC Vice Chair

Kevin Stanton, OGR Executive Director

1. Introductions (Kerry Collins)

Kerry welcomed participants and reminded them this was a virtual meeting being held in compliance with the Massachusetts Open Meeting Law requirements. As such, she asked if any attendees were recording the meeting and when no one responded, Kerry confirmed that this meeting is not being recorded. She also reminded attendees to mute their phones /computers so there are no distractions and to use the “raise hand” feature in Microsoft Teams if they have a question or would like to speak.

Kerry conducted roll call to confirm who was present on the call. A quorum was confirmed with 14 out of 15 voting ETRCC members or alternates present.

2. Review and vote on drafted ETRCC meeting minutes from February 26, 2026 (Kerry

Collins)

Kerry noted the draft minutes for the ETRCC's 2/26/26 meeting had been circulated to the membership for review before the meeting. She asked if anyone had requested edits, then provided a final opportunity for review. Given no member requested further changes, Kerry indicated the minutes were unanimously adopted.

3. Vote on Office of Grants and Research's FFY 2027 Availability of Grant Funds 405-c funding recommendations – (John Fabiano)

John stated that OGR released an Availability of Grant Funds (AGF) for 405c funds in March that was shared with the TRCC, posted on OGR's website, and distributed to OGR's email list. \$1 million of 405c grant funds were made available with responses due May 13th.

In total, 10 AGF responses were received by the deadline, requesting a total of \$1,268,358.37. The applications were distributed to members of the ETRCC, with notice of the related virtual project presentations also provided. After the presentations were held June 1-4, John also emailed the slide-decks to all ETRCC members.

An AGF Review Committee to consider these AGF responses was comprised of 2 OGR employees, along with a third person who was from an ETRCC member entity that did not submit an application. After a review session on June 8th, the Review Committee produced an Award Recommendations Memo which was circulated to all ETRCC members last week.

The memo recommends providing a total of \$767,877.76 in 405c funds, with the understanding that awarded applicants work with OGR to refine their AGF responses as described in the memo. In total, the committee proposes fully funding three projects, partially funding five, and rejecting two. John then summarized each applicant's response and the Committee's recommendation:

The Boston Police Department requested \$146,405.64 for a project the Committee deemed to be "High Cost – High Payoff" that will equip them with crash reconstruction equipment, software, and training that will help improve the timeliness of their crash reporting. The Committee recommends partially funding this proposal – cutting out unallowable extended warranties/subscriptions.

The Chelmsford Police Department requested \$10,583.79 for crash reconstruction equipment, a project the Committee deemed to be "Low Cost – Low Payoff" that will help improve the timeliness of their crash reporting. Great application, excellent presentation. The Committee recommends fully funding this project..

The Fitchburg Police Department requested \$60,118 for a "Low Cost – Low Payoff"

project that will equip them with crash reconstruction equipment that will help improve the timeliness of their fatal crash reporting. This also supports the region as their Traffic Sergeant is a member of CEMLEC's Collision Reconstruction Team. The Committee recommends partially funding this proposal – cutting out unallowable extended warranties/subscriptions.

The Lawrence Police Department requested \$168,218.72 to purchase replacement servers that store footage from 414 city-owned traffic cameras. This is a project the Committee deemed to be “High Cost – Low Payoff” that fit more under the general public safety umbrella and which did not make any proposed quantifiable improvement to a core state highway safety database. There are also concerns regarding the allowability of Genetec/ AutoVu/Omnicast equipment/software which is closely related to ALPRs. As a result, the Committee recommends not funding this project.

The Lunenburg Police Department: requested \$19,537.84 for crash reconstruction equipment, a project the Committee deemed to be “Low Cost – Low Payoff” that will help improve the timeliness of their crash reporting. Great application, excellent presentation. This also supports the region as one of their officers is a member of CEMLEC's Collision Reconstruction Team. The Committee recommends fully funding this project.

The Massachusetts State Police (MSP) submitted two proposals. The first is seeking \$17,500 for a “Low Cost – Low Payoff” project that will provide formal training to all members of their Collision Analysis and Reconstruction Section (CARS) on the analysis and interpretation of video evidence, including from commercial security cameras or homeowners security and doorbell cameras. The Committee recommends fully funding this project.

MSP's second proposal is seeking \$254,660.70 to further equip and train their CARS unit to retrieve data stored by vehicles' Advanced Driver-Assistance Systems (ADAS) modules. This “High Cost – High Payoff” project will help improve the timeliness of their crash reporting. The application included equipment and software purchases as well as \$45,000 to train all CARS members on Core + Advanced Event Data Recorder (EDR) Analysis which the Committee deemed as necessary to enable members to properly utilize the equipment and software to improve the timeliness measure. It also included \$81,000 in travel expenses for CARS members to attend various conferences to learn more about EDR analysis. The Committee recommends partially funding this project, cutting out the \$81,000 for travel which is excessive and not necessary for MSP to achieve their timeliness measure.

The Millville Police Department is requesting a \$5,240 to improve their outdated technology and enable them to submit crash reports electronically to the state, a project the Committee deems as “Low Cost – High Payoff.” As of right now, Millville has issues with both their RMS vendor and their computers' operating system. They are

seeking four new computers for their sergeant, reporting officers, and an administrative assistant. The Committees recommend partial funding them three computers – as the administrative assistant’s job duties do not fall under the traffic records umbrella.

The Salem Transportation Department is seeking \$40,000 to contract with Citian for a 1-year license of their CRASH software which will create a crash dashboard for the city with recommendations on countermeasures. The Committee funded a similar project last year for the Berkshire Regional Planning Commission which has been very slow to get off the ground. The Committee recommends not funding this “Low Cost – Low Payoff” project for a few reasons, the biggest being that there is no proposed tie-in to or improvement of one of the state’s core highway safety databases.

And lastly, **UMassSafe** is seeking \$546,093.68 for a “High Cost – High Payoff” project that involves three tasks. 1) A narrative-to-code audit that will improve the field-level error tables in the E-Crash Manual and replace the 10-year old statistics currently there 2) A geolocation specific audit and 3) Enhancing the E-Crash Manual, data quality scorecard, training resources, and technical assistance for departments. The Committee recommends cutting the Geolocation task as MassDOT is planning improvements to the Impact Crash Portal which will address this, and funding the Narrative-to-Code audit and E-Crash Manual enhancements as they will help improve the accuracy and timeliness of departments’ crash reporting. The Committee also recommends that UMassSafe partner with MassDOT and the RMV on this project.

Applicant & Project Title	Request	Recommended Award
Millville Police Department – Crash Reporting Compliance	\$5,240	\$3,930
Boston Police Department – Fatal Collision Investigative Team Technology Implementation	\$146,405.64	\$126,493.63
Massachusetts State Police – Improvements to ADAS EDR Data Collection and Analysis	\$254,660.70	\$173,660.70
University of Massachusetts Amherst (UMassSafe) – Enhancements to Traffic Records Data Systems for Quality, Accuracy, and Utilization	\$546,093.68	\$368,558.48
Chelmsford Police Department – Traffic Crash Investigation Enhancement	\$10,583.79	\$10,583.79
Fitchburg Police Department – Modernizing Crash Reconstruction Through 3D Laser Technology	\$60,118.00	\$47,613.32

Lunenburg Police Department – <i>Crash Data Modernization Initiative</i>	\$19,537.84	\$19,537.84
Massachusetts State Police – <i>Improvements to Analysis and Interpretation of Video Evidence of Motor Vehicle Crashes</i>	\$17,500	\$17,500
Salem Transportation Department – <i>City of Salem Countermeasure Dashboard</i>	\$40,000	\$0
Lawrence Police Department – <i>Traffic Data Accuracy Infrastructure Project</i>	\$168,218.72	\$0
	\$1,268,358.37	\$767,877.76

John paused and asked if members had any questions or concerns; none were posed. John then outlined the voting process, noting that any ETRCC member with a project under consideration in this AGF process will not be able to vote. The only member this pertains to is Lt. Sean Reardon, the MSP representative, as MSP has two responses under consideration. Kerry clarified that Lt. Reardon must abstain from voting on MSP proposals, but can still vote on projects from other entities. Georgia Critsley noted she would be abstaining from the vote because it would be inappropriate for the Trial Court to vote on these recommendations. Mike Devaney also stated he would be abstaining as this was the first ETRCC meeting he attended and also he did not attend any of the presentations.

Seeing as there were no questions or concerns from the members, Kerry then made a motion to approve the Award Recommendations Memo, put forth by the AGF Review Committee, dated June 11, 2026. Bob Smith seconded. Kerry then held a roll call to vote, noting that a “Yes” vote would approve the Award Recommendations Memo

In Favor: Collins, Smith, Lt. Reardon (Abstained from MSP’s projects), Amoakohene, Boudreau, Frey, Gagnon, Lewis, Moran, Nardone, Rasbold-Gabbard, Singleton

Abstained: Critsley, Devaney

Kerry stated the motion was unanimously approved. The ETRCC’s award recommendations for these projects will now advance to NHTSA and then to the Secretary of Public Safety and Security for consideration.

After the vote, Kerry made a recommendation to the AGF Review Committee for next year’s funding cycle (FFY 2028). With so many projects requesting crash reconstruction equipment, she requested OGR promote the importance of training accompanying such purchases, including courses that better prepare officers to testify in court and defend reconstruction reports during legal proceeding. Specifically, she recommends trainings that can enable officers to seek certification from the Accreditation Commission for Traffic Accident Reconstruction (ACTAR).

4. Vote on FFY 2027 Strategic Plan for Traffic Records Improvements – (John Fabiano)

John provided an overview of the requirements for OGR to qualify to receive 405c funding. In order to apply for 405c funds, OGR must certify to NHTSA the following by August 1, 2026:

- Massachusetts has a Traffic Records Coordinating Committee (TRCC) that meets at least 3x each federal fiscal year
- OGR has designated a TRCC Coordinator (John)
- The Strategic Plan for Traffic Records Improvements has been updated
- Massachusetts has demonstrated quantitative progress of a significant data program attribute in a core state highway safety database

John stated that he reached out to managers of the state highway safety databases back in April requesting updates since last year's Strategic Plan, including some ETRCC members whom he thanked for their timely responses. John also noted that he made some edits throughout the plan, namely updating the ETRCC charter, including

- Removing all references to the WTRCC which has not met since 2021
- Formalizing language allowing each member to designate an alternate should they wish; and
- Making note that the ETRCC must meet 3x each FFY per NHTSA requirements for qualifying for 405c funding

John highlighted that OGR will be able to demonstrate the required quantitative progress thanks to Charles Major from MassDOT's Office of Transportation Planning who provided the following which has been incorporated into the Strategic Plan:

- ✓ When the Roadway Data System was queried, it showed a completeness improvement from the baseline date's (4/8/25) 213,984 routes to 214,034 routes on the current value date of 5/1/26 – an improvement of 50 new routes.

John stated the FFY27 Strategic Plan includes all FFY26 projects that the ETRCC approved last year and that are ongoing through September 30th. It does not, however, include the FFY27 projects for which 405c funding was just approved – those can be added following the plan approval.

John asked if members had any critical edits to the proposed Strategic Plan; no one did.

Kerry made a motion to accept the FFY27 Strategic Plan for Traffic Records Improvements with the understanding that OGR make any necessary edits after the vote including grammatical corrections and adding the projects approved earlier in this meeting. Bob Smith seconded. Kerry held a roll call vote.

In Favor: Collins, Smith, Lt. Reardon, Amoakohene, Boudreau, Frey, Gagnon, Lewis, Moran, Nardone, Rasbold-Gabbard, Singleton

Abstained: Critsley, Devaney

5. New business/upcoming event announcements/next meeting – (Kerry)

Kerry provided an opportunity for members to discuss any new business that may come up in the past 48 hours; there was no new business.

Kerry said the next meeting will be in September and that Kathleen Mullen will send out the specific details soon.

6. Adjourn – (Kerry)

Kerry thanked everyone for attending and the meeting was adjourned at 12:32pm.