

Working-Level Traffic Records Coordinating Committee (WTRCC) Meeting Minutes

Date/Time	May 18, 2018, 1 to 3 pm	
Chair	Jeff Larason, EOPSS/OGR/HSD Director and WTRCC Chair	
Participants	<p>Mark Abbott, Boston MPO-Central Transportation Planning Staff</p> <p>Tina Backus, MA Department of Public Health/Division of Clinical Quality Improvement</p> <p>Brook Chipman, EOPSS/OGR/Highway Safety Division</p> <p>Tom Bonarrigo, Merit Rating Board</p> <p>Ridgely Ficks, MA Department of Public Health/OEMS</p> <p>Cole Fitzpatrick, UMassSafe</p> <p>Mary-Jo Griffin, MassDOT/RMV</p>	<p>Jeanne Hathaway, MA Department of Public Health/Injury Surveillance</p> <p>Jennifer Inzana, MassDOT/Highway Division</p> <p>Kathy Jacob, Boston MPO-Central Transportation Planning Staff</p> <p>Chief Robert Meaney, MA Chiefs of Police Association & Medfield Police</p> <p>Nora McElroy, MA Department of Public Health/Bureau of Infectious Disease</p> <p>Karen Perduyn, MassDOT/RMV</p> <p>Jacqueline Philyaw, MassDOT/RMV/FARS</p> <p>Matthew Poirier, USDOT/FMCSA</p>
Location	Conference Room 2 & 3, Ten Park Plaza, Boston	

Welcome and Introductions

Jeff Larason, EOPSS/OGR/HSD Director and WTRCC Chair, welcomed the attendees. All those in attendance introduced themselves.

Review/Approval of 3/5/2018 Meeting Minutes

The minutes from 3/5/18 meeting were unanimously approved.

Update on MassDOT/RMV proposal for FFY 2018 extra 405c grant funding

Brook Chipman provided background on this matter for the WTRCC, pointing out this proposal was the only one received in response to the related Availability of Grant Funding (AGF) done in March 2018.

Mary-Jo Griffin and Karen Perduyn reviewed RMV's proposal for continued funding for a Crash Data System (CDS) Law Enforcement Liaison (LEL). The request was for \$45,131 of 405-c funding to the available deadline of 9/30/18.

Brook stated he would summarize the WTRCC's discussion on the proposal for the ETRCC at

its 5/21/18 meeting, where the funding request was to be reviewed and voted on.

Key discussion points: Kathy Jacob asked whether crash reports would ever be fully displayed online. RMV said there were no current plans to do so. "How is CDS timeliness improving?", asked Jeanne Hathaway. RMV said FARS latest timeliness goal was met. Chief Meaney noted helpfulness of the LEL with enhancing local police crash reporting. Jennifer Inzana asked whether the RMV had plans regarding how it would fund LEL after 9/30/18? RMV said it was working on developing a plan. Mary-Jo Griffin spoke about how the LEL and the LETL have helped to get EMS-related data from EMS providers to improve the FARS related files in CDS.

Highway Safety Division on FFY 2019 Section 405c-funded Traffic Safety Information System Improvement (TSISI) Grant process

Brook Chipman explained the overall process as well as the need for the following votes.

Votes to approve Brook Chipman as the State Traffic Records Coordinator, the WTRCC Membership List, and the WTRCC Charter for Commonwealth's FFY 2019 405c application to NHTSA

The three motions were taken up as one vote that was unanimously approved.

Q&A and key updates on currently approved 405-c funded traffic records projects

Cole Fitzpatrick spoke about progress on UMassSafe's E-Manual project that should be finished by 6/30/18.

Review of proposed FFY 2019 Strategic Plan for Traffic Records Improvement for FFY 2019 405c application to NHTSA

Brook Chipman provided a brief review on the proposed updated plan. Noted he was still working with RMV and MDPH to identify at least one quantitative improvement to a traffic records system acceptable to NHTSA. This is a necessary element for the updated plan.

Vote to approve proposed FFY 2019 Strategic Plan for Traffic Records Improvement & anticipated Quantitative Improvement(s)

The motion was unanimously approved, with the understanding EOPSS/OGR/HSD was empowered to make necessary minor edits that may arise after WTRCC/ETRCC review and approval, and before submission to NHTSA. In addition, HSD would complete the effort to identify at least one quantitative improvement acceptable to NHTSA.

Highway Safety Division on proposed plan for anticipated FFY 2019 TSISI Grant funding for FFY 2019 405c application to NHTSA

- 50% of funding to EOPSS/OGR/Highway Safety Division's new MassTRAC project
- 50% to Availability of Grant Funding for TSISI Projects

Brook Chipman provided a summary of the proposed plan, including details on the proposal for the new MassTRAC. It would ultimately provide data from, and analysis/mapping capabilities for, all six major traffic records systems. The Executive Office of Technology Services and Security (EOTSS) would build the new portal. He noted it was thought critical to have a university or non-profit assist EOPSS/OGR/HSD and EOTSS with project development, roll-out, and follow-up. Brook also provided expected next steps for project approval and funding.

Brook pointed out just ETRCC members would vote on this proposed plan, the WTRCC would discuss and provide input. He would summarize the WTRCC's discussion on the proposal for the ETRCC at its 5/21/18 meeting, where that body would review and vote on the proposal.

It was pointed out by Brook that any FFY 2019 TSISI Grant Funding (Section 405-c) received by the Commonwealth would likely as in years past come in waves starting in late 2018, and not be fully received until the late spring of 2019.

Jennifer Inzana said on behalf of MassDOT/Highway Division that there was a concern the proposed new MassTRAC project was a duplication of effort of the MassDOT Crash Portal that would be upgraded by September 2018. Brook replied that the new MassTRAC would incorporate all six of the major traffic records systems in the state. Discussion followed, where it was shared the Crash Data Portal would also have some roadway inventory data.

Jennifer also said MassDOT/Highway Division thought future TRCC-funded projects would benefit from having TRCC members serve on a volunteer basis to provide oversight throughout the project, not just at the point of selection. It was also suggested there should be an anonymous feedback option. All this would ensure projects provide maximum benefit to other TRCC stakeholders. Mark Abbott thought the application for 405-c funding should be simplified. Brook said he would work to incorporate all these thoughts into the project selection and oversight processes.

Jeanne Hathaway asked for greater effort to be made to coordinate efforts by MassDOT, MDPH, and UMassSafe on linking injury and crash data for better analysis purposes. This is something the ETRCC could help broker. Bob Meaney suggested it was necessary to start by getting one file number in use by police and EMS when completing reports, then carry this number forward to hospital records.

Discussion on Crash Report Improvement Sub-Committee

Brook Chipman reviewed the discussion at the 3/5/18 WTRCC in regards to this new sub-committee. It had been decided by WTRCC to form a sub-committee called "Crash Report Improvement Sub-Committee" to address the new federal requirement on serious injury reporting and to prioritize follow-ups to the Crash Data Audit recommendations. Upcoming ETRCC and WTRCC meetings should also be used as much as possible.

Brief discussion as to whether a sub-committee was necessary, or if the WTRCC could accomplish this work. Bob Meaney suggested it would be more productive to have this

subcommittee, as it would likely attract more of the right people to get the necessary work done.

Unforeseen business/upcoming event announcements/next meeting

Discussion occurred on inquiry by Jeanne Hathaway about remote participation for TRCC members. Experiences with this option both pro and con were offered by WTRCC members. It was decided to put a motion regarding this matter on the next WTRCC agenda. In addition, to have the issue discussed at the next ETRCC as a possible agenda item at a future meeting of that body.

Brook Chipman provided an update on the next Traffic Records Assessment. To qualify for 405-c funding, an assessment has to be done by a state every five years. Last one done for Massachusetts in 2014. NHTSA is working to respond to public comments received late last year on its assessment process. Likely will be less questions than before. New assessments should start to be offered to states after 10/1/18. We hope to have our assessment in fall.

Adjournment

Motion to adjourn unanimously approved.

Massachusetts
Working-level Traffic Records Coordinating Committee (WTRCC) Meeting
May 18, 2018, 1 to 3 PM
State Transportation Building, Boston
Conference Rooms 2 & 3

Agenda

- Brief introductions by WTRCC members
- Review/approval of March 5, 2018 WTRCC meeting minutes
- Update on MassDOT/RMV proposal for FFY 2018 extra 405c grant funding
- Highway Safety Division on FFY 2019 Section 405c-funded Traffic Safety Information Systems Improvement (TSISI) Grant process
- Votes to approve Brook Chipman as the State Traffic Records Coordinator, the WTRCC Membership List, and the WTRCC Charter for Commonwealth's FFY 2019 405c application to NHTSA
- Q&A and key updates on currently approved 405-c funded traffic records projects
- Review of proposed FFY 2019 Strategic Plan for Traffic Records Improvement for FFY 2019 405c application to NHTSA
- Vote to approve proposed FFY 2019 Strategic Plan for Traffic Records Improvement
- Highway Safety Division on proposed plan for anticipated FFY 2019 TSISI Grant funding for FFY 2019 405c application to NHTSA
 - 50% of funding to EOPSS/OGR/Highway Safety Division's new MasSTRAC project
 - 50% to Availability of Grant Funding for TSISI Projects
- Discussion on Crash Report Improvement Sub-Committee
- Unforeseen business/upcoming event announcements/next meeting: TBD
- Adjourn

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

**Welcome
Working-level Traffic
Records Coordinating
Committee Members
and guests**

May 18, 2018

Mission of TRCCs

Through the coordinated efforts of its member organizations, provide a forum for the creation, implementation, management and dissemination of accessible, accurate, complete, integrated, timely, and uniform traffic records data to aid decision-makers working to reduce transportation-related fatalities, injuries, and economic losses in Massachusetts.

Data Systems Covered



Crashes



Driver Records



Vehicle Information



Roadways



Citation & Adjudication



Injury Surveillance & EMS

Traffic Records Coordinating Committee (TRCC) Structure

In Massachusetts, the TRCC is made up of two tiers:

- **Executive - Level TRCC**
 - meets minimum once a year
- **Working - Level TRCC**
 - meets minimum three times per year

FFY 2018 extra 405-c grant funding

Listen to presentation on RMV's Law Enforcement Liaison (LEL) proposal, have Q&A, discuss as necessary.

Discussion will be summarized for ETRCC at its 5/21 meeting.

**Highway Safety Division on FFY 2019
Section 405c-funded Traffic Safety
Information
Systems Improvement (TSISI)
Grant process**

Votes Today to Help Qualify for FFY 19 Section 405c Funding for Traffic Records

1. State Traffic Records Coordinator
2. WTRCC membership list
3. WTRCC charter
4. FFY 19 Strategic Plan for Traffic Records Improvement

1. Traffic Records Coordinator

Approve Brook Chipman,
EOPSS-Highway Safety Division
as the Traffic Records Coordinator

2. Working-level TRCC
Membership List

Approve WTRCC membership list for FFY
2018 - FFY 2019

3. Working-level Charter

Approve WTRCC charter for FFY 2018 -
FFY 2019

4. Approval of Strategic Plan for Traffic Records Improvement & Quantitative Improvement(s)

- Briefly review, provide any immediate comments, then vote to recommend the plan (with any additional edits deemed necessary by Highway Safety Division) goes on to ETRCC.
- Quantitative improvement(s) in preceding 12 months before 405c application to at least one data system.

FFY 2019 AGF for 405-c funding

- Plan for AGF for anticipated FFY 2019 405-c funds (\$725K?) and yet to be allocated FFY 2018 Section 405-c funds (\$24,034.94).
- EOPSS-HSD proposal for combined funding at next ETRCC meeting: 50% to MassTRAC, 50% to AGF for projects.
- Expect release of AGF in February 2018.

New MassTRAC

(Massachusetts Traffic Records Analysis Center)

May 15, 2018

New MassTRAC Vision

An online analytical tool residing on Mass.gov to give public access to the most current data from as many traffic records data systems in Massachusetts as possible to enhance efforts to identify highway safety problems, develop effective countermeasures, and appropriately evaluate these efforts.

What Data Systems Are Involved?



Crashes

Secure Executive-level Massachusetts Traffic Records Coordinating Committee approval of project/funding (May 21, 2018).



Driver Records



Secure National Highway Traffic safety Administration approval of project/funding (August 2018).



Roadways



Citation & Adjudication



Injury Surveillance & EMS

Next Steps

- Secure Executive-level Massachusetts Traffic Records Coordinating Committee approval of project/funding (May 21, 2018).
- Secure National Highway Traffic Safety Administration approval of project/funding (August 2018).
- EOPSS/OGR/Highway Safety Division follow-ups with EOTSS on project plan (summer-fall 2018).

Crash Report Improvement Sub-Committee

- Follow-up on Crash Data Audit Report – propose how best to prioritize efforts.
- Address MMUCC 5th edition and Massachusetts Mapping report recommendations.
- New federal requirements regarding serious injury definition per MUCC 4th edition by 4/15/19 in the Crash Data System and Crash Report Form

Next Steps for WTRCC

- Unforeseen business
- Upcoming event announcement
- Next meeting: June 2018