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| Seal2  **Charles D. Baker**  Governor  **Karyn E. Polito**  Lieutenant Governor | **The Commonwealth of Massachusetts**  **Executive Office of Public Safety & Security**  **Office of Grants & Research**  Ten Park Plaza, Suite 3720-A  Boston, Massachusetts 02116  Tel: 617-725-3301  Fax: 617-725-0260  www.mass.gov/ogr | **Thomas A. Turco, III**  Secretary  **Kevin J. Stanton**  Executive Director |

TO: Secretary of State’s Office, Regulations Division &   
Executive Office of Administration Office and Finance

FROM: Brook Chipman, Office of Grants & Research

DATE: January 3, 2020

RE: Notice of Open Meeting

Under the provisions of M.G.L. c. 30A, the Executive Office of Public Safety and Security’s Office of Grants & Research will conduct a meeting of the **Executive-level Traffic Records Coordinating Committee (ETRCC)** from **10:30 am to 12:30 pm on January 13, 2020**. The meeting will be held in Conference Room 3, Mezzanine Level, State Transportation Building, 10 Park Plaza, Boston, MA.

Agenda items include:

* Review of and vote to approve May 10, 2019 ETRCC meeting minutes
* Open Meeting Law, including Remote Participation option (discussion and possible vote); Conflict of Interest Law; TRCC membership updates
* Discussion on and vote to assign MassTRAC Project funding to FFY 2020 Availability of Grant Funding (AGF) for Section 405-c funds
* Discussion on FFY 2020 AGF for Section 405-c funds
* Preparations for Commonwealth’s FFY 2021 Section 405-c grant application, including annual update of Strategic Plan for Traffic Records Improvement
* Updates on current 405-c funded projects
* Unforeseen business/upcoming event announcements/next meeting date

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Mr. Brook Chipman at [brook.chipman@mass.gov](mailto:brook.chipman@mass.gov) or 617-725-3355. All other questions regarding this meeting should also be directed to Mr. Chipman.

In addition to meeting notice and materials being distributed to the ETRCC membership, this notice was posted on the EOPSS/OGR website and e-mailed to the following entities:

Secretary of State’s Office

Regulations Division

1 Ashburton Place, Rm. 1613

Boston, MA 02108

[regs@sec.state.ma.us](mailto:regs@sec.state.ma.us)

Executive Office of Administration and Finance

State House, Room 373

Boston, MA 02133

[melissa.andrade@state.ma.us](mailto:melissa.andrade@state.ma.us)