

**Alaska Traffic Records Coordinating Committee**

October 12, 2016

1:30 pm – 4:30 pm

Location AST HQ Conference Room, 5700 East Tudor Road, Anchorage

**Meeting Minutes**

Voting Members					
Miles Brookes, AHSO	P	Tony Piper, HSS/ASAP		Katherine Hensley, MSCVE	Ph
Lt. Kat Shuey, AST	P	Clint Farr, DOT&PF	Ph	Nichole Tham, DMV	Ph
Troy Payne, UAA	P	Michael Chin, APD		Tammy Kramer, AHSO (non-voting)	P
Helen Sharratt, ACS	P	Ambrosia Romig, HSS/ATR	Ph		
Marcia Howell, AIPC	P	Matt Walker, DOT&PF	Ph		
Proxy Members					
Lee Buchhorn, DOT&PF		Pam Minton, MSCVE	Ph	Sgt. Roy LeBlanc, APD	P
Jeff Jeffers, DOT&PF		Sylvia Craig, AIPC		Julie Rabeau, HSS/DPH	
Ghulam Bham, UAA		Patrick Brosnan, DMV		Michael Powell, HSS/DBH	Ph
Key: P=Present in person, Ph=Present by phone.					

**I. Internal Committee Business**

**A. Approval of Minutes**

**1.4/11/16 and 5/24/16**

Miles moved to approve the April and May minutes, seconded by Clint. Minutes approved without objection.

**B. Membership Updates**

**Lt. Kat Shuey, AST**

Kat replaced Lt. Dave Hanson during the late summer months and will serve as AST's member to the ATRCC. Her nomination paper work was submitted prior to the meeting. Miles moved to approve Lt. Shuey as a Voting Member to the ATRCC, Helen seconded the motion. There were no objections.

**II. Updates on Action Items from Previous Meeting**

**A. Miles will work with the Juneau Police Department to establish performance measures to be used in evaluation their Traffic Records Grant Project.**

Miles contacted Erann Kalwara and Jessica Paskowski with JPD and worked with them to develop measures for the project. The three measures which will be used by JPD and AHSO to evaluate the project are 100% electronic submission of all citations, a 15% increase in citations issued transmitted to the courts on the day of service, and 100% of all citation submitted to courts within 10 days of service.

**B. Miles will finish April Minutes and have May minutes ready.**

This was completed.

**III. Items for Discussion**

**A. Traffic Records Strategic Planning Kickoff (Cambridge)**

Ryan reviewed the Assessment Report with the Committee to help understand the Strategic Plan rewrite process based on the findings in the assessment. Ryan discussed the timeline of reviewing the assessment, determining priorities, and having the new Strategic

Plan ready for mid-2017. Additionally it was mentioned that the Traffic Records Strategic Plan ties many traffic related safety plans together by identifying data needs of various stakeholders.

The next steps for the Strategic Plan rewrite will be conducted over the next couple of months. Ryan and Miles will begin scheduling conference calls with data custodians to discuss the Assessment findings to determine if they are accurate. After these calls a second round will discuss the priority in which the “partially meets” and “does not meet” questions should be addressed during the next 5-year cycle. Based on the results of these calls performance measures and goals can then be developed.

**B. 12-200 Revision**

Clint reported that Miles, Lt. Shuey, and held a meeting in September to identify areas of the 12-200 which can be tiered based on crash severity. The hope is that more law enforcement will report on more crashes if the form’s complexity and length is reduced based on a lower severity. The lower tiered crash report would also become a new “driver” self-report which should make the data migration into the crash database easier because of the 12-209. The main action item from the meeting is for Clint and Miles to look for roadway elements which can be derived from the DOT Roadway database.

**C. Tribal/Rural Data Collection (Anna Bosin)**

Anna Bosin previously in the traffic safety section with the HSIP program has recently been appointed by the governor as DOT’s Tribal Relations Liaison. One of the main concerns brought to her attention during her meetings with various tribal organizations across the state is the lack of crash and injury data in “Indian” country both nationally and in Alaska.

There will soon be a Tribal Transportation Coordination Committee which is set to begin meeting quarterly later in the year. This committee will work transportation related issues such as funding from various national and state resources. Crash data, non-fatal and often non-traffic is tough to come by in these areas. Anna asked the committee in ways the ATRCC could contribute to this area. Marcia noted that this issue has some limited exposure in the Strategic Highway Safety Plan, but does face challenges. Clint noted that if a crash report (12-200 or 12-209) is filled out then it does make it into the statewide crash database. The challenge is the crashes which don’t get a report or those that fall off the road system. The re-write of the SHSP may present opportunities for this data collection. Various data sources were discussed by the Committee for possible solutions for Tribal transportation related needs.

**IV. Other Short Business**

**A. Crash Data Backlog Update (Clint)**

2013 data was completed and available for distribution in July. 2014 data entry and geolocation is now underway. AHSO has begun to pay a contractor to help with data entry which should speed up data availability. 2014 should be complete late this year or early next. More and more reports are being submitted electronically. The goal in the near term is to complete a year’s worth of data in six months.

**B. Crime Lab Toxicology Testing and Crash Database Linkage**

During AHSO's site visit with the State Crime Lab the possibility of linking testing results to the crash database were discussed. Currently AHSO pay for the Alaska Crime Lab to contract with Washington's Lab for toxicology testing for traffic related crashes and violations.

An initial run of linking the test results to the crash database resulted in a glitch. In crashes which had multiple persons tested, one BAC level, usually the highest was assigned to all parties contained within the crash.

**V. Action Items as a Result of this Meeting**

- A.** Miles and Ryan will begin scheduling calls to discuss Assessment findings with various members of the ATRCC.

**Next meetings**

◦November 9                      ◦December 14

All meetings are the second Wednesday of the month, 1:30 to 4:30 at the Alaska State Troopers Head Quarters conference room, unless otherwise noted.