

Alaska Traffic Records Coordinating Committee

January 11, 2012

Frontier Building, 3601 C St., Fourth Floor, Suite 430 in Anchorage

1:30 pm – 4:30 pm

Tele conf # 800-315-6338, meet me code 8532#

Voting Attendees:

- Ambrosia Bowlus, HSS
- Bonnie Walters, DOT&PF
- Marcia Howell, AIPC, Chair
- Helen Sharratt, ACS

Non-Voting On Phone:

- Shirley Wise, NHTSA
- Quinn Sharkey, HSS

Voting On Phone:

- Joanna Reed, AHSO, DOT&PF,
Recording Secretary
- Betty Monsour, UAA
- Ulf Petersen, MSCVE, DOT&PF
- Lt. Tom Dunn, AST, DPS

Voting Members Absent:

- Tiffany Thomas
- Chief John Lucking
- Tony Piper
- Sgt. Justin Doll
- Anna Bosin

The meeting begins at 1:40 pm.

I. Internal Committee Business

- A.** Approval of meeting minutes from December 14 meeting
 - Ambrosia Bowlus moves to approve. Bonnie Walters seconds the motion. Joanna abstains. All in favor, mins approved
- B.** Section 408 Budget Spreadsheet
 - Joanna Reed discusses the new 408 budget spreadsheet

II. Updates on Action Items from Previous Meetings

- A.** Joanna Reed will send out calendar invites for 2012 meetings
 - Action item complete
- B.** Proxy forms are still needed from Helen Sharratt, and John Lucking
 - Action item incomplete
- C.** HSS and DMV adding APSIN ID to enable data linkage (Ambrosia Bowlus, Tiffany Thomas)
 - No update at this time. Waiting on the APSIN Committee for their survey results.
- D.** Add 408 funds status to future agendas under “Internal Committee Business” (Joanna Reed)
 - Action item complete

- E. STSP Data Sub-committee status (Bonnie Walters)**
- Bonnie Walters went through the STSP and picked out the lead agencies and the types of data required for each performance measure
 - The data team will be a subcommittee of the ATRCC
 - The representatives on the committee would be DOT&PF, FARS, ACS, DMV, AIPC
 - If the reps need data from someone else, they will go to those people and get it rather than having more people on the committee
 - The group would probably meet quarterly and present results to the ATRCC, then to the STSP stakeholders as a whole
 - Bonnie Walters makes a motion to create the sub-committee
 - Joanna Reed seconds the motion
 - All in favor, none opposed, none abstain. Motion passes
 - Bonnie Walters will be the Chair and will coordinate this committee. She will report quarterly back to the ATRCC
- F. Fairbanks Police Department crash data transfer status (Ulf Petersen)**
- No update at this time.
 - Ulf contacted FPD and is waiting on a reply
- G. Joanna Reed will post the Section 408 funding dates to the AHSO website**
- Action item complete
- H. Ambrosia Bowlus will ask the Project Manager of Project 26, Shelly Owens, to attend the January meeting**
- Action item complete

III. Items for Discussion

A. FFY 2013 Initial Project Proposals

1. Trauma Registry Data Validation Project: Phase Two

- The committee recommends that this project manager move forward with the full grant application to AHSO
- Make sure the issue of supplanting is addressed in the application

2. Crash Data Processing

- If the FMCSA funding comes through, this application could be pulled
- The positions are currently funded out of FHWA / HSIP funding, but this is only temporary
- Rather than saying it is a continuing project, show that this is an additional task. Something new such as verifying the accuracy, not just entering data
- Make sure the issue of supplanting is addressed in the application
- The committee recommends that this project manager move forward with the full grant application to AHSO

3. Annual Injury Surveillance Report

- The date on Performance Measure 2 appears to be incorrect.
- The Performance Measures must be clarified and quantifiable using a baseline against which to measure success

- The FFY 2011 Annual Report was due by September 30, 2012 and it is still outstanding
- Section 408 funding is specifically for Traffic Records Data Improvement, therefore the request should either demonstrate that this report is specifically for Traffic Records or it would need to request proportional funding.
- The Committee does not recommend writing the full grant application unless the outstanding Report is submitted, and the issue of proportional funding is addressed

4. TraCS Hardware Installation for Law Enforcement Agencies

- This project must coordinate with the DPS: *TraCS Statewide Training / TraCS Program* project
- The two projects together should come up with a prioritized plan splitting up the locations into phases or components so that if the full amount of funding is not available, this project can still proceed with less funding
- A grant application for this project must be approved by the TraCS Steering Committee
- The Committee recommends that the Project Manager move forward with the full grant application to AHSO

5. TraCS User Group Meeting

- Would like to hear from the TraCS Steering committee why they need to have a fourth year. Or can it be every other year?
- If there is not enough funding, this project may not be funded

6. Traffic Records License and Maintenance Fees

- The committee recommends this project continue

7. Improve Court Case Management System Criminal and Minor Offense Records

- Make sure it is a new project
- Make sure the performance measures are actually measurable
- The committee recommends that this project manager move forward with the full grant application to AHSO

8. TraCS Statewide Training / TraCS Program

- This project must coordinate with the DOT&PF: *TraCS Hardware Installation for Law Enforcement Agencies*
- The two projects together should come up with a prioritized plan splitting up the locations into phases or components so that if the full amount of funding is not available, this project can still proceed with less funding
- A grant application for this project must be approved by the TraCS Steering Committee
- Be sure to adequately convey the future funding plan
- The Committee recommends that the Project Manager move forward with the full grant application to AHSO

9. The AHSO would like all applicants to know the following:

- The AHSO is creating a new Grant Application template for FFY 2013 and hopes to post it online by the end of the day 1/12/12.
- All performance measures must be clear and quantifiable using a baseline against which to measure success
- The combined total requested funding of all Initial Project Proposals submitted for Section 408 exceeds the amount of funding anticipated from NHTSA. Therefore, applicants should try to reduce the amount requested by as much as possible to still let the project be successful

IV. Traffic Records Project Updates

- A. Project 16: *Include CDL drivers' histories in all crash records* (Tiffany Thomas)**
 - Move to Feb meeting
- B. Project 31: *Design and Implement an EMS data System (NEMSIS)* – (Quinn Sharkey)**
 - This system is up and running, though there is not a high level of compliance at this time
 - There is a national focus on collecting this data.
 - There is a national system called NEMSIS, and many states have elected to collect this info themselves in a similar way.
 - This holds EMS run information, ambulance response times, when calls happen, etc.
 - Need a chance to work with all the people in the field. Not been very active.
 - Many EMS services are still using paper and pencil, not all EMS agencies are electronic
 - The data system was created by a third party vendor but run by State
 - Includes only ambulance services that are certified, so it is not capturing all ambulance services in the field
 - Working on a new product that will allow those individuals who have to report to two different agencies, to only have to report to one and it would auto populate to both
 - Once the system is a bit more reliable and advanced, Quinn Sharkey will provide a demonstration to the ATRCC.
- C. Project 32: *Trauma Registry Data Validation Project* (Ambrosia Bowlus)**
 - A new contractor has been selected
 - Established a uniform data validation process
 - In the process of getting contracts signed
 - Will have individual meetings with each facility. For the facilities with paper, the contractor will travel to them
 - This grant covers 8 out of 24 acute care hospitals

V. Other Short Business

- A. 2010 Trauma Registry Data is in and complete so will be ready for analysis soon**

VI. Action Items as a Result of this Meeting

- A. Proxy forms are still needed from Helen Sharratt, and John Lucking**
- B. HSS and DMV adding APSIN ID to enable data linkage (Ambrosia Bowlus, Tiffany Thomas)**
- C. STSP Data Sub-committee status (Bonnie Walters)**
- D. Fairbanks Police Department crash data transfer status (Ulf Petersen)**

- E. Respond to the Grant Applicants (Joanna Reed)
- F. Project 16: *Include CDL drivers' histories in all crash records* (Tiffany Thomas)

Ambrosia Bowlus moves to adjourn, Bonnie Walters seconds, meeting adjourns at 4:00pm.

Next meetings:

- February 7, 2012, **10:00 – 12:00** (Frontier Building, 3601 C St., Fourth Floor, Suite 430 in Anchorage)
- March 14, 2012
- April 11, 2012
- May 9, 2012
- June 13, 2012
- July 11, 2012
- August 8, 2012
- September 12, 2012
- October 10, 2012
- November 14, 2012
- December 12, 2012

All meetings will be held in the AST Conference Room, 5700 E. Tudor Road, Anchorage, 1:30pm–4:30pm, unless otherwise stated