

MINUTES OF THE
ARIZONA DEPARTMENT OF TRANSPORTATION
TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC) MEETING
1130 NORTH 22ND AVENUE, PHOENIX, ARIZONA 85009
HRDC, OCTILLO CONFERENCE ROOM
1:00 P.M., TUESDAY, APRIL 17, 2007

The regular scheduled meeting of the Traffic Records Coordinating Committee (TRCC) Meeting was held on April 17, 2007, at 1:00 AM.

Committee members were present as follows:

George Delgado, ADOT-MVD
Jami Garrison, ADOT-TPD
Jennifer Brown, FHWA
Ida Van Schalkwyk – ASU
Tim Bolger, AZ-DPS
Ursula Miller, AZ-DPS
Larry Talley, City of Mesa
Reed Henry, ADOT-HES
Rick Turner, ADOT-MVD
Bob Mickelson, ITCA
Dan Mulleneaux, GOHS
Tim Flood, ADHS
Kerry Wilcoxon, City of Phoenix
Eric Ice, FMCSA
Michael Hegarty, GOHS

1. Chairperson, George Delgado had attendees introduce themselves. Introduced Jami Garrison as the new co-chairperson to the TRCC Committee. Award was presented to Reed Henry, outgoing co-Chairperson, for his contribution to the TRCC.
2. Approval of Minutes of January 24, 2007 and March 20, 2007. The Minutes were reviewed and accepted with a change to Page 2 of 3, #3 – 2,000 reports to 12,000 and last sentence word change of “imagine” to “imaging.” With Jami Garrison calling for a motion and Rick Turner seconding the motion and the motion carried unanimously.
3. Jami discussed the survey results from data collection software survey that was created by Doanh Bui of ADOT ITG. The results of the survey will be used as a starting point for in-depth software analysis for crash data collection. Jami mentioned that the ADOT Arizona Transportation Research Center (ATRC) Third-Party Research program could possibly assist us with our needs and guidance for the software analysis. ATRC Research could take approximately 3 months. Jami clarified that this is for the crash data collection process or, in

other words, the inputting of crash data. The final product will be an evaluation of available crash data entry software with recommendation on which software best meets our needs.

4. Jennifer Brown provided an Action Plan Update form to those members who are responsible for providing status updates. These updates are to be turned in no later than April 30, 2007. These updates are used for tracking the TRCC's progress and will be reported on at the May 9th meeting.
5. Michael Hegarty provided Project Summary sheets to those members who are responsible for tasks within the Action Plan. These updates are necessary so that the TRCC may show improvements on the FY 2006 Projects in our FY 2007 NHTSA 408 application. FY 2007 Section 408 Funding is expected to be \$500,000. The deadline for the NHTSA 408 application is June 15, 2007.
6. George Delgado announced that the Traffic Records Forum is being held in St. Louis, Missouri, July 22-26. If you would like to attend please contact Jami Garrison or George Delgado by email, as funding is only available for (5) attendees.
7. George discussed the TRCC Coordinators position as being a 40 hour per week position which will be funded by the NHTSA 408 Grant. The PDQ has been finalized, showing the position as a grade 21 with a starting salary of \$50,000. He estimates the position to be filled approximately 2.5 to 3 months.
8. Rick Turner gave an update on Traffic Records. They are in the process of inputting May of 2006 records by utilizing overtime and employees from other sections of MVD to work on the backlog. ITG (Custom System Solutions Group) representatives took a tour of the prison facility which will be utilized for their data entry services. Rick's area has (3) positions vacant, and he indicated that interviews are being conducted this week. The Traffic Records Group has also applied for two grants for positions to work on bus supplements and digital imaging equipment to assist in truck/bus accidents. 2006 records should be completed approximately 4-6 months about mid-end of May to be online. This will be a long-term solution.

Next Meeting – May 15, 2007 – Time and Location TBD

Additional Information:

- GTSAC Meeting –
 - Wednesday, May 9, 2007, 12:30 to 3:30, APS, 400 North 5th Street, 2nd Floor Room CHQ-2 South (Arizona Center)
- LEADRS Presentations –
 - April 23rd in Phoenix at the DPS Knutson station, 2610 S. 16th Street 10:00 AM & 1:00 PM
 - April 24th in Chandler at the Chandler PD sub-station, 251 N. Desert Breeze 1:00 PM
 - April 25th in Parker at the LPCSO Boating Safety Facility, 8484 Riverside Drive 10:00 AM
 - April 27th at the City of Tucson Public Safety Academy, 10001 S. Wilmot Road 10:00 AM