

MINUTES OF THE
ARIZONA DEPARTMENT OF TRANSPORTATION
TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC)
MEETING

1130 N. 22ND Avenue, Phoenix, AZ 85009
HRDC, Grand Canyon, Room 1, HRDC
1:00 P.M., Tuesday, September 18, 2007

The regular scheduled meeting of the Traffic Records Coordinating Committee (TRCC) Meeting was held on September 18, 2007, at 1:00 AM.

TRCC MEMBERS ATTENDING:

George Delgado, ADOT-MVD*
Jami Garrison, ADOT-TPD*
Jennifer Brown, FHWA
Larry Talley, City of Mesa
Reed Henry, ADOT-HES
Rick Turner, ADOT-MVD
Tim Flood, ADHS
Eric Ice, FMCSA
Jeff King, DPS
Jim Williams, GOHS
Ester Corbett, ITCA**
Sarath Joshua, MAG**

GTSAC SPONSORS

ATTENDING

Robert Hollis, FHWA

* Co-Chairperson

** By Phone

OTHERS ATTENDING

Jason Harris, ADOT-ATRC
David Ward, ARCADIS
Micah Callough, ARCADIS
Joe Turitto, City of Glendale
Don Bishoff, Mohave County
Tim Bolger, DPS
John Semmens, ATRC
Pradeep Tiwari, HES
Patti Schofield, City of Phoenix
Theresa Montano, City of Phoenix
Aida Rodriguez, Santa Cruz County
Raoul Rodriguez, Santa Cruz county
Mike Keran, City of Scottsdale
Joan Scott, City of Scottsdale
Karen Sutherland, City of Scottsdale
Will Mitchell, Arizona State Capitol
Ralph Prowell, AZ Criminal Justice
Commission
Kevin, Bergersen, AZ Game & Fish
Erika Wiltenmuth, Coconino County
Theresa Hjalmarson, Coconino County
Lawrence Bly, City of Glendale
Alan Vitcavage, FMCSA
Mark Bach, Fort McDowell

1. Call to Order

Co-Chairperson, George Delgado called the meeting to order at 1:00 PM, asked attendees to introduce themselves and reviewed the proposed agenda.

2. Approval of July 10, 2007 Meeting Minutes

The Minutes were reviewed and a motion was made and seconded to accept the minutes as written. The motion carried unanimously to accept the minutes of the July 10, 2007 meeting.

3. Software Evaluation Project Presentation – Jason Harris

Jason Harris, ADOT Project Manager – ATRC, opened the presentation by introducing David Ward, ARCADIS, and Micah Callough, ARCADIS, as the primary research team for this project. Jason thanked Jami Garrison and the members of the Technical Advisory Committee for their cooperation and efforts to accomplish the project. After a brief description of the history and objectives of the project, Jason turned the presentation over to David. (See Attachment for PPT presentation.) ARCADIS recommended two options to choose between for a Crash Data Collection System – Advanced Public Safety, Inc. (APS, Report Beam) and Iowa’s Traffic and Criminal Software (TraCS).

A discussion followed with several questions being asked. George asked if ARCADIS was able to drill down to determine number of FTE’s that might need to support TraCS. David answered by stating that it was a guess but - probably one or two full-time staff at ADOT; plus if outside agencies supply one person at their level to get trained and then support their organizations (train the trainer), then a couple to do training, a couple to set-up and one or two to staff a support-desk.

Reed asked how many data entry positions could possibly be eliminated? David responded that it depends. If 100% deployment of a system across the state, then ADOT would only need QC type people. However, if less than that number buy-in, then the number of personnel would also depend on the size of the agencies that do participate. A few agencies generate the majority of the crash reports. So if all the major agencies buy-in, then fewer personnel would be required than if several small agencies participate. However, certain data management/entry functions will remain no matter what.

A question followed concerning those agencies already utilizing electronic data entry. David stated that one of the core business requirements was that the software have the capability to implement single modules. This system is meant to supplement existing systems that are already out there. If an organization already has electronic citations but wants to implement electronic incidents, they can do that. If an agency has a digital system that is capable of point to point data transfer, protocols will have to be established to transfer data. However, the system does not require you to implement

TraCS or APS to transfer data. David pointed out that in the end, it may be the easiest way, but that is not the scenario. Jami stated that the intent was never to replace existing systems, but to support those agencies that do not have an electronic data collection system. Rick noted that ALISS is being revamped and those protocols will have to be matched.

Larry asked how many states are currently using TraCS or APS. David was not able to answer immediately, but stated he would have to get back with the number. Larry followed up by asking if ARCADIS had contacted any of the user States to determine their level of satisfaction with the system. David stated that they had not and that they had tried to not let vendors know what state ARCADIS was working for.

Another question was put forward concerning the format for the transfer protocol. George responded that we haven't developed that protocol yet, but the task is identified in our TRCC Strategic Plan. The intent is to get the protocol out for review before we implement it for input from the using agencies. Hopefully, we will get the agencies together first.

George stated that the next step is to determine what is practicable and what is applicable to ADOT considering the level of funding. A collective decision needs to be made within the TRCC and within the agency whether we can support FTEs or a software purchase.

Larry asked if ARCADIS had questioned APS as to how long it would take to customize the software for AZ. David responded that he had and that if he remembered correctly it was a rough timeframe of six to nine months.

Jason ended the presentation by stating that he hoped to have the ARCADIS submittal finalized by the end of October or first of November.

George closed the discussion by thanking Jason for the excellent job he had done as project manager representing the ATRC and thanking David and Micah for a very thorough job and with assisting us in making a final decision. He reiterated that ADOT has to go back and take a look at the requirements placed with them based on the recommendation. He further stated that it will take some effort and we will bring everything back to the TRCC for final decision.

George then invited all attendees to remain for the business portion of the meeting.

BREAK

4. CODES Funding Update – *Jami Garrison*

Jami reminded the committee that at the last meeting Ida van Schalkwyk, ASU, had made a presentation on CODES, Crash Outcome Data Evaluation System. It is currently housed at ASU and has been funded by NHTSA. Unfortunately, funding will expire on September 30, 2007. Ida came to us seeking funding in the amount of \$85,000 to sustain the project for a year. The TRCC Executive Team met after the last full TRCC meeting and agreed to allocate \$40,000 of the 408 funding to this project. The remainder of the funds will come from the Governor's Office of Highway Safety.

5. Update on TRCC Coordinator Position – *George Delgado*

George provided a brief history of the FHWA/ADOT Safety Team's earlier scanning tour to three states to identify best practices for highway safety. In Utah's presentation the team heard about the hiring of a TRCC Coordinator utilizing 408 funding and felt that was an idea worth pursuing since all of the TRCC members have other accountabilities. After a brief personal history, George introduced Larry Talley as the new TRCC Coordinator. George explained that Larry would be located in the ADOT area near Jami and would report to her on a day-to-day basis.

6. Report on Traffic Records Forum – *Larry Talley*

Larry thanked the TRCC Committee for providing him the opportunity to attend the 33rd International Forum on Traffic Records & Highway Safety Systems in St. Louis, MO, July 22 – 25, 2007. The forum was comprised of 40 sessions where agencies showcased their experiences at improving and maintaining their safety programs. Larry stated that his favorite session was entitled – First Year Tales From the Section 408 Trail: A "Town Hall" Meeting Discussion. Larry explained that the session highlighted the breakdown in communications between the NHTSA and state TRCC Committees and how to improve those communications.

7. GTSAC Updates – *Jennifer Brown*

Jennifer announced that the AZ Strategic Highway Safety Plan is complete, was submitted to Federal Highways and was approved by letter dated September 12, 2007. The plan is divided into six emphasis areas: Restraint Usage, Young Drivers, Speeding, Impaired Driving, Roadway/Roadside, and Data Improvement. The TRCC Strategic Plan is included in the GTSAC Strategic Highway Safety Plan. Reed is looking for assistance for an implementation team for the specific strategies.

8. FY 2007 408 Grant Application – *Jami Garrison*

Jami announced that the AZ 408 grant application had been approved and we had been awarded \$500,000 – the amount we expected. Jami stated that we are working on a final list of projects and should have the list by the next meeting. George thanked the individuals responsible for pulling together the 2007 grant submittal – especially Michael Hegarty, GOHS and Jennifer Brown, FHWA. He further stated that between FY's 2006 and 2007, AZ has received over \$1 million that will be spent to improve the traffic record processes.

9. Crash Form Subcommittee Update – *Jim Williams*

Jim informed the group that the last meeting of the crash report form subcommittee will be held Thursday, September 20. It will be the last opportunity for any input before the preliminary draft of the form is sent out to individual users for review and critique. Jim expressed his hope that all members of the subcommittee will attend. Jami asked if this is the final version of the new form or a draft. Jim replied that the expectation is that some agencies will have some problems with data being collected that may require final changes.

10. Traffic Records Update – *Rick Turner*

Rick advised the group that the traffic records section is moving along and still putting in a lot of overtime trying to get 2006 data entered. In August, the section was approached by DPS who had taken over the Loop 101 photo safety project from Scottsdale. DPS wanted records to complete the 3rd phase Scottsdale's project which required the entry of all crashes on the Loop101 through the end of 2006. Fortunately for us, this project had minimal impact on records. Two grants from FMCSA have been awarded to the section. One that will allow us to purchase imaging equipment and one that will allow us to hire two clerical personnel to strictly enter commercial truck/bus data. Larry asked about the percentage of entry for all crashes. Rick stated that they were 100% through August and about 12% into September. George stated that the objective was to have all 2006 crash records entered by the end of November.

11. Other Items – *Call to Audience*

Co-Chairperson George Delgado made a call to the audience providing an opportunity to members of the public to address the TRCC Committee. No comments were received for the public.

12. Next Meeting

The next TRCC meeting is scheduled to be held on November 6, 2007 at 1:00 PM in the Department of Administration's (DOA) conference room, 3rd Floor, 100 N. 15th Ave., Phoenix.

13. Adjournment

Co-Chairperson George Delgado adjourned the meeting at 2:40 PM.

Attachment 1: Power Point Presentation