

# State Traffic Records Coordinating Committee

## Mississippi Department of Public Safety Planning

### June 4<sup>th</sup> 2013

- Welcome & Opening Remarks
- Minutes Approval
- FY14 Strategic Plan for Traffic Records Improvements
  - STRCC website development- History, Agenda, Minutes, Project Information, Benchmark Measures

#### **Projects**

- Performance Measures
  - *Performance areas to be impacted-* Timeliness, Accuracy, Completeness, Uniformity, Integration, & Accessibility
  - *System to be impacted-* Crash, Vehicle, Driver, Roadway, Citation/Adjudication, EMS/Injury Surveillance
- **CANDLE project** – Will be complete in August which will link the Dept of Revenue Vehicle files with MJIC.
- **PSDL Improvements and Maintenance-** Continue with the MHP Daily Activity System with the move program from eCite to DAS; work on CAPS Lock program to have a easier system for MHP personnel to have for user ID / Password for DAS, eCite, Reportbeam, Intoxilyzer 8000, etc and combine it under one umbrella plan; Continue with PSDL Public View website and updated features for crash information for public view. Implement DAS with Reservoir Police Dept. and build a Grant Management system with OHS, MHP and Reservoir PD to track NHTSA Traffic Safety Enforcement funds and Activity.
- **eCite Improvements and Maintenance-** Continue with update Uniform Traffic Citation for MHP; Work on electronic DUI Affidavit and court record system module for tracking the DUI from issuance through court process, till its placed on Drivers History File; Work on combining all the DUI information to be placed on one system (Crime Lab information on BAC results, operator information and certification, DUI Affidavit) for record keeping; Work on a Mapping program to show location of where DUI arrest are made and overlay map of where crashes are occurring that are alcohol involved. Work on building the electronic DUI model to extend out to Local Sheriff Departments and Municipalities.

- **Computer Equipment pilot project-** Placing project on file, still collecting information on type of equipment (Tablet or Handheld citation writer with scanner) to purchase and ITS approval. They will need to be researched and tested with UTC and DUI Affidavit before a determination of needs is obtained.
  - **Crash Report upgrade-** Placing project on file to fund later in the project year after a needs assessment, study and evaluation of the crash report from DPS, MHP, MDOT, Dept. of Health (both EMS and Trauma), Local Municipalities, Local Sheriff Departments and the Traffic Records Assessment are completed. Information that is requested to upgrade includes the following:
    - Crash Report upgrades and cost assessment
      - ▷ MMUCC Fourth Edition (2012)
      - ▷ Additional items to be placed on crash report and method to track
      - ▷ Upgrade Analytics for query searches for admin
      - ▷ Include Mapping program
- 
- Vote on implementing above programs to FY14 NHTSA Funding application Section 405 (c)
  - Other Business
  - Next Meeting TBA in September after NHTSA Traffic Records Assessment is complete.
  - End of Business Meeting
  - Start Kickoff Meeting for Traffic Records Assessment and STRAP Training

The State Traffic Records Coordinating Committee with the Office of Highway Safety will be holding its quarterly meeting June 4, 2013. The meeting will start at 1:00 with the STRCC at the MS Dept. of Public Safety Planning office at 1025 Northpark Ridgeland, MS 39157.

During this meeting we vote on the FY14 Traffic Records Improvement Section of the NHTSA 405 (c) FY14 Funding Application and discuss the Traffic Records Assessment that Mississippi that will start June 5<sup>th</sup>. The assessment will be conducted by the National Highway Traffic Safety Administration. We will go over the Assessment and how to input the answers for your particular section that you are the Subject Matter Expert for. It is important that you and/or the key person that deals with these records in your department attend.

Your agency's input is very important for the planning process of the State of Mississippi. Look forward to seeing you there. If there are any complications that you would like to discuss please call me.

Robert Hancock at [rhancock@dps.ms.gov](mailto:rhancock@dps.ms.gov) or by phone 601-977-3722.

Mississippi STRCC Meeting

June 4, 2013

Name	Agency	Email	Phone
Alan Burns	FSDL/MSU	alan.burns@ssrc.msstate.edu	662-520-0611
Tonya Neavus	FSDL/MSU	tonya.neavus@ssrc.msstate.edu	662-325-7033
Lisa Chism	MS DOR	lisa.chism@dor.ms.gov	601-923-7277
Ginger W. Cross	MSU	ginger.cross@ssr.msstate.edu	662-325-3092
RUSTY MILEY	MSU	rustymiley@4.rn@gmail.com	662-325-3092
Perry C. Appen	Reservoir Police	PerryAppen@TheRoc.ms	601-992-9894
David Parrish	SSRC/MSU	david.parrish@ssrc.msstate.edu	662-325-8116
P.G. PARKER	MHSP	P.PARKER@dps.ms.gov	601-987-1210
D. Hillard	MHP	Cgillard@dps.ms.gov	601-987-1206
Donna Smith Etheridge	MSDH/BEMS	clonna.smith@msdh.state.ms.us	601-576-8211
Evan Wright	MDOT	ewright@mdot.ms.gov	601-359-7685
Daniel Helms	MDOT	dhelms@mdot.ms.gov	601-359-1484
Lars Sennett	DRSP	lars.sennett@dps.ms.gov	601-668-1103
Larry Smith	DPS/MHP	larry.smith@dps.ms.gov	662-418-323-5314
Sarah Weissman Buech	NHTSA	Sarah.weissman@dot.gov	(202) 360-9809
Cuttino, R.B.	FMSA-MS	randolo.cuttino@dot.gov	601-965-4219
Teresa (Terey) G. Bridges	FHWA-MS	TERESA.BRIDGES@DOT.GOV	601-214-0428

Mississippi STRCC Meeting

June 4, 2013

Name	Agency	Email	Phone
Ken Phillips	Reservoir PD	rphillips@therez.ms	601-992-9894
Beryl O'Leary	MOHS		601-977-3725
Brenda Gaye	MOHS		601-977-3731
Laila Thortis	MDPS	gthortis@dps.ms.gov	601-992-2172
Wendell J. Wright	MHP, Driver Records	Wwrightc31@yahoo.com	769-798-5637
Kristy Fusory	Medical Examiner	Kfusora@mcl.state.ms.us	601-987-1440
MARK LeVaughn	M.E. office	mleVaughn@mcl.state.ms.us	"
Angela Stuart	MDPS	astuart@dps.ms.gov	601-624-8353
Donald McCard	MDPS / PSP	dmccear@dps.ms.gov	601-824-1275
Brian Horvace	MDOT TIED	bhorvace@mdot.gov.ms	601-359-1454
Claudia Garnett	DPS	cgarnett@dps.ms.gov	601-933-2657
Shirley Thomas	MOHS		
ROBERT HANCOCK	GOHS	RHANCOCK@dps.ms.gov	601-977-3722
Rosamett	GOHS	Rsemett@dps.ms.gov	601-977-3732
Jack Benack	MHTSA contractor		
Thyka Jennings	GOHS		
Xyra Bass	GOHS		

# **State Traffic Records Coordinating Committee**

## **Mississippi Department of Public Safety Planning**

### **March 1, 2013**

#### **Executive Committee Meeting Minutes**

- STRCC Robert Hancock opened up the meeting with Introductions and Announcements. Pat Tucker NHTSA gave welcome remarks and talked about NHTSA partnership with FMCA and FHWA. MAP-21 authorization was discussed.
- Present were; Robert Hancock GOHS, Ron Sennett- GOHS, Dr. Laura Myers- SSRC/MSU, Alicia Falls- SSRC/MSU, Ginger Cross- SSRC/MSU, Kip Wills- FMCSA, Terry Bridges- FHWA, Captain Don McCain- MHP, David Parrish SSRC/MSU, Rusty Miley SSRC/MSU, Beth Loflin – GOHS, Mark Allen –PSP, Steven Coleman DPSP, Kenneth Brown- DPS, Wendall Wright- DPS, Shirley Thomas- GOHS, Pat Tucker NHTSA
- Minutes from last executive meeting (January 16, 2013) was reviewed. Captain Don McCain made Motion to approve minutes as written, seconded by Dr. Laura Myers and full committee voted to accept minutes as written.
- Charter reauthorization was introduced. STRC was first formed in 1981. Committee reauthorized the charter now called STRCC under the approval of the Governor’s Representative for Highway Safety – Shirley Thomas. Kenneth Brown made motion to approve the Charter and seconded by Dr Laura Myers. Full committee voted to accept the charter reauthorization (attached)
- The following Strategic Plan for Traffic Records Improvements for FY13, FY14 and Highway Safety Plan was brought to the committee. Dr Laura Myers made a motion to approve the documents to be submitted for the FY13, FY14 and HSP as discussed, seconded by Captain Don McCain and full committee approved submission. Crash report upgrade was approved for a cost assessment to upgrade to the MMUCC , cost to upgrade query capabilities, cost for a mapping program, and the ability to overlay the mapping query to citations written in Mississippi. Once assessment is complete the committee will determine direction for the project.
- The following were approved. (located in application)
  - Mission
  - Goals & Objectives
  - Performance Measures

- *Performance areas to be impacted-* Timeliness, Accuracy, Completeness, Uniformity, Integration, & Accessibility
  - *System to be impacted-* Crash, Vehicle, Driver, Roadway, Citation/Adjudication, EMS/Injury Surveillance
  - CANDLE project ( continuation if not completed in FY13)
  - PSDL Improvements and Maintenance
  - eCite Improvements and Maintenance
  - Computer Equipment pilot project
  - Crash Report upgrade
    - Reportbeam upgrades and cost assessment
      - ▷ MMUCC Fourth Edition (2012)
      - ▷ Upgrade Analytics for query searches for admin
      - ▷ Include Mapping program
    - eCrash system proposal and assessment
- Update on the Traffic Records Assessment- Request for a June assessment was submitted to NHTSA. Waiting to hear back the exact date.
- Next Meeting – Technical team April 19, 2013 to review crash report assessment.

# State Traffic Records Coordinating Committee

## Mississippi Department of Public Safety Planning

### June 4<sup>th</sup> 2013 Minutes

- Welcome & Opening Remarks- Special recognition to NHTSA Team Assessors- Sara Weisman, NHTSA Team Assessor/ facilitator- Jack Benack, NHTSA Region 6 Program Manager Pat Tucker.
- Over 35 in attendance representing- Dept. of Public Safety, Mississippi Highway Patrol, FARS, MS Dept. of Transportation, Crime LAB, MSU SSRC, MS Dept. of Health, MS Dept. of Revenue, MS Office of Highway Safety, FMCSA- MS, FHWA-MS, Reservoir Police Dept., Medical Examiner Office, MS Driver Records, MIS – DPS, NHTSA Region 6.
- Minutes Approval from March 1<sup>st</sup> meeting- Beth Loflin made a motion to accept minutes as written, Rusty Miley 2<sup>nd</sup> – ALL Approve
- FY14 Strategic Plan for Traffic Records Improvements
  - STRCC website development was discussed and will list History, Agenda, Minutes, Project Information, and Benchmark Measures. It will be placed on the PSDL website [http://psdl.ssrc.msstate.edu/wp/?page\\_id=436](http://psdl.ssrc.msstate.edu/wp/?page_id=436)

#### **Projects**

- Performance Measures that will be impacted in FY14 are:
  - *Performance areas to be impacted-* Timeliness, Accuracy, Completeness, Uniformity, Integration, & Accessibility
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## TRCC Meeting / NHTSA Traffic Records Assessment Kickoff Meeting

Tuesday, June 4, 2013

MS Public Safety Planning Office

1025 Northpark Dr

Ridgeland, MS

1:30 PM - 4:00 PM

Welcome and Introductions: What this meeting covers

Purpose of Assessment (NHTSA Traffic Records Team Representatives)

Overview of the Traffic Records Assessment Process

Procedures Manual for State Traffic Records Assessments

Roles and responsibilities of State Assessment Coordinator

Roles and responsibilities of Assessment Facilitator

Roles and responsibilities of State Traffic Records Responders

Roles and responsibilities of Assessors

State Traffic Records Assessment Program (STRAP) system

Phase I Responders answer questions from the Advisory  
Assessors begin rating answers; ask for clarifications if needed

Phase II Responders clarify answers and provide missing answers (if any)  
Assessors complete ratings and rank evidence provided

Phase III State Assessment Coordinator reviews assessor conclusions  
and clarifies any misunderstandings  
Assessors write final conclusions, rankings; write summaries

Monthly conference calls will review status and progress

Schedule and Deadlines

		<b>Begins</b>	<b>Ends</b>
Phase I	State Input	June 5	June 21
	Assessor	June 22	July 7
Phase II	State Input	July 8	July 18
	Assessor	July 19	July 28
Phase III	State Input	July 29	August 2
	Assessor	August 3	August 13
Report	Facilitator	August 14	August 25

Description of Final Report

Open Session: Questions about *Assessment Questions* and *Standards of Evidence*

TRCC	Strategic Plan	Crash	Driver	Vehicle Roadway
Citation and Adjudication		Injury Surveillance		Data Use and Integration