

TRCC Executive Committee Meeting

MARCH 2, 2018

THE TRAINING ROOM AT THE LOUISIANA EMERGING TECHNOLOGY CENTER

BATON ROUGE, LA

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Welcome, Introductions & Roll Call

Meeting Agenda

Welcome, Introductions & Roll Call

Minutes Review – November 28, 2017

Budget Update & Summary

Projects

- FFY 2017 – Project Claims
- FFY 2018 – Projects & Contract Updates

Training Committee Meeting

Crash Report Manual Meeting

TRCC Policy Updates

New SHSP Dashboard

TRCC Strategic Planning Activities

Agency Reports

Other Business

New Business

- Crash Data Improvement Program (CDIP)
- Next Executive Committee Meeting, May 1, 2018

Adjournment

Minutes Review

Minutes from November 28, 2017 meeting.

Any additions or modifications?

Motion for approval?

Budget Update

Funds Available FFY 2018:

Carryforward funds: (from FFY 2016)

MAP 21 405c Data Program (FFY 2017)	\$1,856,445.04
MAP 21 405c Data Program - Expended in FFY 2017	<u>\$266,211.22</u>
Total MAP 21 405c Data Program Available (will carryforward into FFY 2018)	\$1,590,233.82

SAFETEA-LU Funds: (carryforward from FFY 2016)

408 Data Program (Available in FFY 2017)	\$448,272.99
408 Data Program - Expended in FFY 2017	<u>\$448,272.99</u>
Total 408 Data Program Available	\$0.00

FAST ACT Funds Received in FFY 2017 (1st year receiving FAST ACT funds)

FAST ACT Funds - Expended in FFY 2017	<u>\$24,571.05</u>
Total FAST ACT Funds Available (will carryforward into FFY 2018)	\$588,988.90

FAST ACT Funds - received 11/22/2017	\$111,417.80
Total FAST ACT Funds Available - @ 11/30/2017	\$675,835.65

Notes:

Anticipated Funds for FFY 2018	\$599,317.96
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Estimated Total FFY 2018 Available	\$2,753,969.63
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Budget Summary

The total amount available and non-obligated for FFY 2018. We will spend the MAP21 funds first and then spend FAST ACT funds.

MAP 21 \$1,590,233.82

FAST ACT \$1,163,735.81 (This included the total anticipated amount for FFY18)

Total \$2,753,969.63

The breakdown for the MAP21 funds deadline to obligate and expend:

- \$694,603.00 – We must expend all in FFY18
- \$580,283.45 – We must expend all in FFY19
- \$581,558.59 – We must expend all in FFY20

As of now we have \$2,405,636.00 in/or obligated to contracts.

This gives us \$348,333.63 (non-obligated funds at LHSC) + \$617,976 (contracts TBD amount LTRC) =

\$966,309.63 (total non-obligated funds) available for TRCC projects.

TRCC FY 2017 Project Claims

Project	Contract Amount	Claims	Balance
TRCC/HSRG Support	\$ 551,250.00	\$ 472,844.04	\$ 78,405.96
LERN Contractor	\$ 49,900.00	\$ 33,729.05	\$ 16,170.95
OMV Data Entry Project	\$ 59,760.00	\$ 48,758.16	\$ 11,001.84
TRCC Travel & Training	\$ 30,000.00	\$ 22,719.98	\$ 7,280.02
LSP Crash Investigation I & II	\$ 205,500.00	\$ 137,000.00	\$ 68,500.00
Kologik, LSP Export, Diagrams & Narriatives	\$ 19,550.00	\$ -	\$ 19,550.00
Assumption Parish Sheriff's Office	\$ 6,495.00	\$ 6,495.00	\$ -
Cottonport Police Department	\$ 1,000.00	\$ 973.00	\$ 27.00
Morgan City Police Department	\$ 7,787.00	\$ 7,639.90	\$ 147.10
Plaquemine Police Department	\$ 4,750.00	\$ 4,750.00	\$ -
Vidalia Police Department	\$ 4,150.00	\$ 4,146.13	\$ 3.87
TOTAL \$	940,142.00	\$ 739,055.26	\$ 201,086.74

TRCC FY 2018 Projects

Project	Contract Amount	Claims	Balance
LHSC Contracts			
—TRCC/HSRG Support (includes amendment)	\$ 375,201.00	\$ -	\$ 375,201.00
—TRCC Travel & Training	\$ 30,000.00	\$ -	\$ 30,000.00
—LERN Contractor	\$ 49,900.00	\$ 10,077.00	\$ 39,823.00
—LERN AIS Training	\$ 25,000.00	\$ -	\$ 25,000.00
—OMV Data Entry Project	\$ 59,760.00	\$ 17,657.00	\$ 42,103.00
—LSP LACRASH Transition (\$30,000/3 years)	\$ 10,000.00	\$ -	\$ 10,000.00
—University of Louisiana at Lafayette PD	\$ 1,500.00	\$ -	\$ 1,500.00
—Southern University PD	\$ 1,500.00	\$ -	\$ 1,500.00
Subtotal	\$ 552,861.00	\$ 27,734.00	\$ 525,127.00
LTRC Contracts (interagency agreement w/LHSC)			
—LTRC Coordinator (includes indirect cost)	\$ 94,999.00	\$ -	\$ 94,999.00
—Louisiana Ambulance Alliance	\$ 237,000.00	\$ -	\$ 237,000.00
—LSP CDR Training	\$ 70,500.00	\$ -	\$ 70,500.00
—LSP Crash Investigation I & II Training	\$ 217,500.00	\$ -	\$ 217,500.00
—LSP Crash Reconstruction, Full Series Training	\$ 459,000.00	\$ -	\$ 459,000.00
—LSP Crash Reconstruction Training	\$ 81,000.00	\$ -	\$ 81,000.00
—OPH Data Linkage	\$ 74,800.00	\$ -	\$ 74,800.00
—Contracts TBD	\$ 617,976.00	\$ -	\$ 617,976.00
Subtotal	\$ 1,852,775.00	\$ -	\$ 1,852,775.00
TOTAL	\$ 2,405,636.00	\$ 27,734.00	\$ 2,377,902.00

Training Committee Meeting – December 13, 2017

Meeting Attendees: Dortha Cummins, Karla Houston, Chuck Miller, Kristy Miller, John Riles, and Ron Whittaker

Traffic Records User Conference Recommendations:

- Host the Traffic Records User Conference on alternating years from the Safety Summit (again in 2018)
 - Increase Committee involvement in planning the Conference
- Recommendation that the LACRASH Conference be held on years with a Safety Summit (2019)

Training Committee Meeting – December 13, 2017

Law Enforcement Training Discussion:

- Complete the Reconstruction Series (Vehicle Dynamics and Reconstruction 1 & 2)
 - Offer classes 1 per month
- Conduct Crash 1 & 2 each year
- There will be an application process to attend classes
 - Supervisors approve the officer's request for training

Crash Report Manual Meeting – February 23, 2018

Attendees: Bryan Costello, Dortha Cummins, Karla Houston, Cory Hutchinson, Dan Magri, Adriane McRae, Chuck Miller, and Ron Whittaker (Chair)

Phase 1 – Minimal Updates to the Crash Report Manual, which will include:

1. Use already completed grammatical updates made by the GA.
2. Limit content revisions to 8-10 must have topics.
3. The plan is complete revisions, vet with stakeholders, and complete by the end of the year.
4. We will print some Manuals and offer a .pdf online.
5. The Committee will be Chaired by Ron Whittaker and include representatives from DOTD, LSP, LHSC, HSRG, and representatives from a PD and sheriff's department.

Phase 2 – Revisions to the Crash Report Manual and Crash Report

1. The Committee will begin working on this once the MMUCC Mapping is finished.
2. This process will involve many meetings, extensive stakeholder input, and is estimated to take 2-3 years to complete.

TRCC Policy Updates

Law Enforcement Requests for LACRASH Equipment

For all requesting agencies that work under 100 crash reports per year, the TRCC allows up to \$1,500 to purchase equipment to run LACRASH. Specifics and deliverables for these projects will include:

- The agencies must purchase desktops, not laptops;
- The agency must complete a TRCC funding request;
- Equipment purchased must meet the minimum specifications for LACRASH;
- The agency has to agree to use the equipment only for LACRASH; and,
- The agency has to be timely in its submission of crash reports.
- Any agency requests greater than \$1,500 must be individually reviewed and voted on by the TRCC Executive Committee.

TRCC Policy Updates

Project Renewal Requests for LACRASH Equipment

To maintain timeliness in electronic crash reporting, agencies using LACRASH may request renewal funding after five or more years has elapsed from the previous, grant-funded purchase of equipment.

New SHSP Dashboard

TRCC Strategic Planning

Working Draft Being Developed

- Current plan elements are being reconfigured to new framework.
- Items needing revision are marked with what is needed and who will complete.
- Templates for new elements are also being added with information on what is needed and who will complete.

Data System Review

- Meetings with data system teams (March – mid April) to develop and make recommendations for the Planning Retreat.
- For each module, assessment recommendations are being charted and a four-box analysis chart has been developed for the data system review.

Planning Retreat – April 23, 2018

Agency Reports

Department of Transportation & Development	Federal Highway Administration
Federal Motor Carrier Safety Administration	Highway Safety Research Group
Louisiana Ambulance Alliance	Louisiana Center for Transportation Safety
Louisiana Department of Health	Louisiana District Attorneys Association
Louisiana Emergency Response Network	Louisiana Highway Safety Commission
Louisiana Local Technical Assistance Program	Louisiana Office of Motor Vehicles
Louisiana Office of Public Health	Louisiana State Police – Crime Lab – Motor Carrier Assistance Program
Louisiana Supreme Court	Local Agencies/Other Agencies

Other Business/New Business

Other Business

New Business

Crash Data Improvement Program

- Approved by NHTSA
- Includes MMUCC Review
- Begins with pre site visit data gathering. This includes remote/electronic data gathering and completion of a questionnaire.
- Next is the State site visit. This takes about 2 days for onsite training and feedback.
- Concludes with a final report to the State.

Next Executive Committee Meeting, May 1, 2018

Adjourn Meeting
