



TRCC Executive Committee Meeting

August 25, 9:30 AM
Via Zoom



Strategic Agenda

1. Welcome and Opening Thoughts, data inventory, Jay Besse, Department of Health
2. TRCC Business:
 - a. Approval of Minutes from Last Meeting
 - b. 405c Funding
 - i. LHSC Report
 - ii. eCrash Data Collection & Processing System
 - c. Preparing for the 2021 Traffic Records Assessment
 - i. What type of Assessment
 - ii. State Request to NHTSA
 - iii. Data System Review
 - iv. Assessment Time Line
 - d. TRCC Initiatives
 - i. MMUCC 5 Alignment, Ralph Mitchell
 - ii. Data Inventory, Jay Besse & Brian Denzer
 - iii. Crash Report Manual & App, Ron Whittaker
 - iv. Law Enforcement Training Classes
 - v. TRCC Strategic Planning
 - e. Other Business
 - f. Executive Committee Meeting Adjournment

1. Welcome and Opening Thoughts,
Jay Besse, Louisiana Department of Health

2. TRCC Business

- a. Approval of minutes from last meeting.

2. TRCC Business

b. 405c Funding

- i. LHSC 405c Report: LHSC is completing a report for the TRCC, which will detail the following items:
 - 405c funding balance
 - The current year's funding (amount we will receive from NHTSA for the year)
 - The projects planned (encumbered funds)
 - The balance remaining (unencumbered funds)

2. TRCC Business

b. 405c Funding

CARTS Traffic Records Support:

eCrash Data Collection & Processing System, University of Alabama

- Total FY20 Phase 1 Budget = \$165,240
- FY20 Amendment was delayed by several months, leaving UA less time to complete Phase 1.
- UA will be able to expense \$50,240 by the end of September.
- Allocation of the remaining \$115,000 will be needed in FY 21.

3. TRCC Business

c. Preparing for the 2021 Traffic Records Assessment

What type of Assessment:

States may choose from three different assessment processes:

- We can design our own assessment using a list of all recommendations from our most recent highway safety data and traffic records system assessment and identify whether and how we intend to address those recommendations.
- NHTSA has developed a self-assessment tool, consisting of a series of questions developed by NHTSA, that States may use.
- States may opt to participate in NHTSA's State Traffic Records Assessment Program (STRAP) at no cost to the State. STRAP is a peer assessment process using the questions from NHTSA's assessment tool. *During our TRCC Executive Committee Meeting on November 27, 2018, the TRCC selected this option for our 2021 Traffic Records Assessment.***

3. TRCC Business

c. Preparing for the 2021 Traffic Records Assessment

State Request:

- LHSC has sent a formal request in mid-July, to NHTSA for a STRAP Assessment and requested to begin early in the year for 2021.

3. TRCC Business

c. Preparing for the 2021 Traffic Records Assessment

Data System Review of 2016 Assessment:

- Review of “Partially Meets” and “Does Not Meet” questions with each data system.

3. TRCC Business

c. Preparing for the 2021 Traffic Records Assessment

Upon NHTSA TR Team receipt of request		Initial pre-assessment conference call	
1 month prior to kickoff meeting		Facilitator introduction pre-assessment conference call	
Between Facilitator conference call and kickoff		State Coordinator assigns questions, enters contact information into STRAP, and builds initial document library	
Assessment	Monday, Week 1	On-site kickoff meeting	
	Tuesday, Week 1 – 12pm EST, Friday, Week 3	Round One Data Collection: State answers standardized assessment questions	
	Friday, Week 3 – Wednesday, Week 5	Round One Analysis: Assessors review State answers and rate the responses and, if needed, request necessary clarifications	
	Thursday, Week 5 – 12pm EST, Friday, Week 7	Round Two Data Collection: State responds to the assessors’ initial ratings and requests for more information and clarification	
	Friday, Week 7 – Wednesday, Week 9	Round Two Analysis: Assessors review additional information from the State and, if needed, adjust initial ratings	
	Thursday, Week 9 – 12pm EST, Friday, Week 11	Round Three Data Collection: State provides final response to the assessors’ ratings	
	Friday, Week 11 – Monday, Week 13	Round Three Analysis: make final ratings	
	Tuesday, Week 13 – Monday, Week 14	Facilitator prepares final report	
	Week 15	NHTSA delivers final report to State and Region	
	(After completion of assessment, date set by State)	NHTSA hosts webinar to debrief State participants	

3. TRCC Business

d. TRCC Projects:

- i. Crash Report MMUCC 5 Alignment Project, Ralph Mitchell

3. TRCC Business

d. TRCC Projects:

- ii. Data Inventory, Jay Besse & Brian Denzer

Citation and Hospital Discharge Inventory Process (last two steps in red to be completed)

- Pulled existing documentation
- Identified data system point of contact
- Requested confirmation of documentation from data system contact
- Populated data inventory to using existing documentation including
- Developed a list of questions for data system contacts during virtual meeting
- Conducted virtual meeting with data system contact to review inventory and ask questions to fill gaps
- If needed, additional information/documentation is requested
- Populate remaining inventory components and send to data system contact for review, feedback, and populating or providing additional information if needed
- Finalize data system inventory (ability to revisit as other systems completed if needed/if additional information becomes available)

3. TRCC Business

d. TRCC Projects:

- ii. Data Inventory, Jay Besse & Brian Denzer

Next Steps:

- VHB will begin replicating this process with some of the additional systems or subsystems soon (We need to identify what systems go next).
- VHB will begin by sending their existing documentation for those systems that were pulled from TRIPRS or found and then work with the data system contact to get additional documentation to begin populating the inventory (following the process outlined on the previous slide).

3. TRCC Business

d. TRCC Projects:

- iii. Crash Report “Mini” Manual Revision, Booklet & App, Ron Whittaker



State of Louisiana Crash Report Manual: There's an APP for that!

The Louisiana Traffic Records Coordinating Committee (TRCC) is proud to announce the release of LaTCRM (Louisiana Traffic Crash Report Manual), a new Apple/iOS application, designed for Law Enforcement Officers across Louisiana.

LaTCRM is an interactive version of the *Louisiana Manual for Use of the Uniform Traffic Crash Report*. Louisiana is one of the first states in The Nation to make the Crash Report Manual available to officers in an APP, which can be downloaded to smart phones and other mobile devices. The LaTCRM gives officers the ability to easily access information that will assist them in investigating and reporting crashes and includes the latest revisions to the Crash Report Manual.

The LaTCRM was developed by Trancite Logic Systems and funded through a grant from the Louisiana Highway Safety Commission and the TRCC. Officers are encouraged to **download the APP by searching for "LaTCRM" via the Apple Store or by clicking here: <https://apps.apple.com/us/app/latcrm/id484560109>**. Please help us share news and to provide the State with the much-needed feedback and positive ratings!

Please note that LaTCRM is the Apple/iOS version of the Fingertap app, which is available for Android devices in the Google Store.

For more information, please contact: Ron Whittaker at rwhittaker@live.com, or the TRCC at LATRCC@lsu.edu.

3. TRCC Business

d. TRCC Projects:

iv. Law Enforcement Training Classes, Ron Whittaker

3. TRCC Business

d. TRCC Projects:

v. TRCC Strategic Planning, Karla Houston

3. TRCC Business

e. Other Business:

2. TRCC Business

g. Executive Committee Meeting Adjournment

- Next meeting scheduled for November 17, 2020

Contact Information

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