

State of New Mexico
Statewide Traffic Records Executive Oversight Committee

STREOC Meeting Notes for July 2, 2003

STREOC Members Present:

Virginia Jaramillo, NMSH&TD - Traffic Safety Bureau, Transportation Planning Division
Gina Maestas, Administrative Office of the Courts
Robert DeVargas (for Muffet Foy Cuddy), NM Department of Transportation
Susan Steinberg (for Captain Jose Ramirez), Department of Public Safety
Ray Rodgers (for Captain Ron Cordova), DPS, Motor Transportation Division
Maria Martinez, Taxation & Revenue, MVD
Deputy Chief Steve Shaw, Rio Rancho, DPS

STRCC Members Present:

Sandra Martinez, NM Department of Transportation - Traffic Safety Bureau
Michael Archibeque, Administrative Office of the Courts
Maureen Rene, Administrative Office of the Courts
Ray Rodgers, DPS/Motor Transportation Division
Veronica L. Garcia, DPS

Others Present:

None

I. Virginia Jaramillo, STREOC Chairperson opened the meeting and provided a summary of actions taken at the May12th STREOC meeting

- A. A total budget amount of \$193,172 was approved by the STREOC for the TraCS Pilot Project.

II. Finalization of STREOC Charter and By-Laws

The charter and by-laws were reviewed and distributed at the meeting for approval.

- A. The following signatures are required for completion:

- 1. Ricardo Campos
- 2. David Hanna
- 3. Stan Mattingly
- 4. John Francis
- 5. Captain Rick Smith
- 6. NM CIO's Office – pending
- 7. NM Department of Health –pending

III. TraCS Evaluation Pilot Project Update

A. TraCS Software License Agreement

1. The TraCS Software License Agreement is required to move forward with the TraCS Pilot. The full license is required for proper development and distribution of electronic forms to pilot agencies and will provide New Mexico with additional free support and expertise from IOWA
2. The TraCS license Agreement will need to be signed in order to accomplish additional phases of the TraCS Pilot.
3. The STREOC was asked to approve the action to obtain authorization for the TraCS License Agreement. The License sign - off will be obtained and reported to the STREOC and STRCC. The STREOC will be notified if any unusual circumstance or information is obtained that will prevent the approval of the TraCS License Agreement for the state of New Mexico.

MOTION: A motion to approve the signing of the License Agreement was made by Ray Rodgers. A second motion was made by Deputy Chief Steve Shaw. ***Passed with none opposed.***

ACTION ITEM: Virginia Jaramillo, Susan Steinberg, and Mike Archibeque are to meet with the New Mexico CIO's Office in order to move ahead with the full TraCS License Agreement signing.

B. **TraCS Software Development Kit (SDK) training was completed in Ames, Iowa (June 23-27)**

1. The following individuals attended TraCS SDK Training
 - a. Donna Hibner, NM Department of Transportation
 - b. Paul Mann, MVD
 - c. Phil Royal, Santa FE IT
 - d. Ellen Bar, DPS
 - e. Stephen Asuma, AOC
2. Paul Mann will provide a report on the Iowa trip to STRCC members on 7/10/03.

ACTION ITEM: Paul Mann will provide a written report containing feedback from all individuals who attended the SDK training for STREOC review.

4. A general discussion took place regarding table data and a need for ownership, process, and procedures to update and distribute table data. The following items were mentioned:
 - a. Data standards
 - b. Interagency data sharing
 - c. Charge code tables
 - d. Use of Municipal Leagues Uniform Traffic Ordinances (in use by Rio Rancho DPS)
 - e. Court disposition codes mapped to State statutes

IV. Budget Items

- A. A total of \$193,172 was approved at the STREOC meeting on 5/12. The STREOC was asked to approve a total of 170,436 at the July 2, 2003 meeting.
- B. The cost of the courts preparation for participation in automated citation was previously included in the LCMH Module. A request was made for \$104,000 to support one TSB Project Agreement with the courts to prepare them to accept electronic citation data and electronically transmit court abstract data to the MVD.
- C. DPS and DPS/Motor Transportation Division are requesting funding in the amount of \$65,722.41 for the purchase of a server and server software. The server will be used to collect and store all electronic traffic related data for DPS and MTD.
- D. MVD is requesting funding for a bar code scanner in the amount of \$700.00 to support activities of the TraCS Pilot.

MOTION: A motion was made by Deputy Chief Steve Shaw to approve all requested budget items in the total amount of \$170,436. Gina Maestas seconded the motion. ***Passed with none opposed.***

V. Funding and Resources Discussion

- A. Virginia Jaramillo opened the discussion by submitting the following questions to the STREOC members:
 1. What additional resources does each agency have to contribute to future STREOC/STRCC initiatives?
 2. What types of legislation will be required to move forward with STREOC/STRCC initiatives?

3. What types of agency commitment will be required to ensure successful projects/initiatives?
- B. The following items were briefly discussed with a final agreement to hold a Special Workshop for detailed discussion and planning:
1. Preparation required to make presentations to legislature
 2. State statute needs to be reviewed
 3. Seek funding from State legislature
 4. Develop programs to a certain point then promote them
 5. Institutionalize TraCS in State statute
 6. Legislative multi-agency initiatives may involve a C3 request
 7. Plan to obtain funding in FY06
 8. Investigate the use of fees for vehicle registration and drivers licenses to be used for STEOC/STRCC initiatives
 9. Rio Rancho has a local "Traffic Safety Enforcement Fund". This concept could be used in other cities in order to grow local funds.
 10. Use of Homeland Security Funding
 11. Be prepared to respond to grant money that may become available at short notice. This will require up to date documentation of current projects and agency processes.
 12. Legislative champions – who are they and when do we get them involved?
 13. NM IT Commission

ACTION ITEM: Mike Archibeque to coordinate a working session for STEOC members to discuss in detail the items listed above. Target month for the meeting is August 2003. This meeting will be a four-hour morning or afternoon meeting.

VI. STEOC AND STRCC Web Site www.nmtrafficrecords.com

- A. The development of a STRCC web site is a requirement of the STRCC Strategic Plan. The purpose of the site is to meet the goals and objectives of the STRCC Strategic Plan and facilitate member communication and public knowledge of STRCC activities.
- B. A prototype has been developed and is available for your review. Please visit <http://www.nmtrafficrecords.com/> and provide all feedback on site content and functionality to webmaster@nmtrafficrecords.com.