NMSTRCC Meeting Minutes

Project Name	NM State Traffic Records Coordinating Committee	Quarter	4th
Date	July 14, 2021	**Time**	9am-11am
Location	Zoom Virtual Meeting	**Prepared By**	Annjenette Torres
Attendees:	Sophia Roybal-Cruz, Chair, TSB, NMDOT; Chief Kirk Roberts, Artesia PD; Ana Gallant, NMDOT; Julie Krupcale, DFA; Brian Preston, FMCSA; Luis Melgoza,FHWA; Christian Quintana, NMDOT; Robert Rhatigan, UNM; Chris Smead, Sensible IT Solutions; John Baker, NMDOT; Ilene Hall,PriceHall Research; Roberta Vasquez, NMDOT; Brian Bullard, Sensible IT Solutions; Sean Bulian NMTRD MVD; Sonia Abeyta, DPS; Chief David Karst, Bloomfield PD, Michael Archibeque, MA Strategies; Ferdi Serim, MA Strategies; Tessah Latson, MA Strategies; & Annjenette Torres, MA Strategies.		

Agenda Items
***Please refer to the following attachments: Agenda & Presentation
NHTSA Report Out Presentation**

STRCC Meeting Minutes July 14, 2021

Agenda located in 4th Quarter STRCC Meeting Presentation

Welcome & Introductions

Sophia Roybal-Cruz, STRCC Chair, welcomed the members and introductions took place. There was a quorum.

Sophia Roybal-Cruz, STRCC Chair, Bureau Chief, Traffic Safety Division, NMDOT

The Chair opened the meeting by welcoming the members and began by providing a high-level overview of the 2021 Assessment and final report. She was very grateful to all who participated and laid out the strategy for moving forward. There were tremendous gains made and the complete NHTSA Assessment Report, with the recommendations and findings, will be available on the NMDOT website at:

http://nmtrafficrecords.com/traffic-records-overview-2/

Michael Archibeque, Meeting Facilitator

Michael Archibeque recognized Sophia Roybal-Cruz for doing a phenomenal job as coordinator for New Mexico. He also recognized the commitment of the STRCC and STREOC members, the partner agencies and the teams that

supported the response and data collection processes.

Agenda & Minutes

Robert Rhatigan made a motion to approve the Agenda as presented.
Chief Kirk Roberts seconded the motion.
The motion passed and the Agenda was approved.

Michael Archibeque presented an overview of the Third Quarter Minutes and he thanked everyone for their continued participation in both the STRCC and STREOC meetings.

Ilene Hall made a motion to accept and approve the minutes.
Roberta Vasquez seconded the motion.
The motion passed and the Third Quarter Minutes were accepted and approved.

Strategic Plan 2020-2022

Annjenette Torres provided an overview of the updates to the Strategic Plan to include the STRCC and STREOC membership lists, the 405c Appendix, and the 2021 Assessment Report references.

Sophia Roybal-Cruz provided the overview of the Appendix, and the Traffic Records application.

A brief discussion was held regarding the close-out of the current Strategic Plan slated for March/April 2022.

NHTSA Presentation Attached

NHTSA 2021 Assessment

Michael Archibeque presented the NHTSA Report Out and shared that the assessment team was extremely impressed with the progress and gains that New Mexico has made. He recognized the amazing job the module leaders did and the support from their component areas.

He reviewed the Question Response summary with 328 questions and 507 responses. He identified opportunities for improvement and acknowledged the comprehensive responses that were provided.

The rating distributions by module were covered and highlighted the tremendous improvements in "Meets" and "Partially Meets" ratings. He encouraged members to ask questions and explore the ratings. He mentioned that as the members have questions, to please email or contact either Michael Archibeque and/or Sophia Roybal-Cruz.

He further explained the connections between component areas and answered

questions from members. Chief Roberts requested more information on the Roadway component which had 3 "Meets", 21 "Partially Meets" and 10 "Does Not Meets". John Baker elaborated on how some of the performance metrics were new, as well as the data dictionary gaps. He mentioned that they are in the process of looking at all areas for planning purposes and identifying areas in need of attention.

The Driver and Vehicle components showed significant improvement and it was noted that the involvement of the IT shops made a huge impact. Sean Bulian thanked everyone for their assistance and support and mentioned Tapestry as a key improvement. Roberta Vasquez noted the progress and identified that performance measures and interagency collaboration are opportunities to focus on in the future.

TRCC and Strategic planning component areas showed impressive gains and were largely due to the efforts and work by the committee, which yielded significant progress over the last five years.

Data integration between systems was discussed as a possible area of focus moving forward.

Tracs, UNM collaborations, data accessibility, member commitment and strategic planning all led to huge improvements. New Mexico's strengths were highlighted, including the TRCC and EOC functioning at a high level and as a national model.

Robert Rhatigan emphasized that the results are a testament to the incredible work and partnership between agencies.

The Assessment Report, Final Presentation and Assessment Tool will be made available to each member.

The full report will be posted on the website at http://nmtrafficrecords.com/traffic-records-overview-2/.

Next Steps

GO Teams

Sophia Roybal-Cruz provided an overview of the NHTSA GO Teams. NHTSA has offered to provide GO Teams to help with any recommended areas in the assessment. As the coordinator, she would submit applications for the teams and asked members for their interest and thoughts on external support.

Ilene Hall requested more information on Performance Measures and Sophia Roybal-Cruz explained that there were not specific metrics or tracking across the board.

Michael Archibeque clarified that there were improvements but some of the comments were addressing performance measures of systems - data systems specifically. He mentioned that utilizing the GO Teams to focus on Data Integration, Data Management and Performance Measurement could be considered. He then offered to make the Data Management Plan available to

members.

Members expressed support in requesting and applying for the GO Teams. A specific request was made for a team to address data integration associated with Crash.

Project Management Tool

Tessah Latson reported on the development of a project management tool that incorporates measures, milestones, and updated information including contacts, descriptions, risks, projected outcomes and more. She anticipates workshops addressing current issues. She recognized Sonia Abeyta for her work and major contributions. The goal of the tool is to be useful and utilized in these meetings as well as to be kept updated in real time and reported to the committee.

Specific projects were discussed as well as opportunities to include projects from the Courts and Law Enforcement. Data projects, IT integration and Data Architecture projects were discussed for future consideration. Funding opportunities to enhance projects across the state - for example law enforcement that do not have the resources like consoles for the cruisers.

Chief Roberts raised the issue of equipment and unfunded mandates that are placed on departments. Ongoing costs of connectivity, maintenance and unplanned costs are impeding progress unintentionally.

Julie Krupcale posted that funding law enforcement equipment through local DWI programs which operate at the county level could help with some equipment funding directly related to DWI arrests.

Modifications to citations were then discussed. Brian Bullard reported no complaints from agencies regarding TraCS and discussed that the need for multiple citations on one form is ongoing. Court system interfaces are designed to function across states and there are hurdles in working with the smaller court systems. He reported that this is not an issue with Odyssey, but an issue with the smaller systems. TraCS is most widely used for citations across the states. There are still manual citations coming from smaller agencies.

By the next quarterly meeting, the goal is to incorporate the project management tool as an agenda item in hopes that project updates can be provided to members.

Data Management Plan

Michael Archibeque provided an overview of the draft Data Management Plan. He stated that the 2021 assessment results will be incorporated and that members will be provided the opportunity to review and comment on the draft plan. The plan covers system descriptions, data dictionary, data integration, data quality, interfaces and linkages. Also included are assessment outputs and recommendations, legal stewardship, identification of each data system, critical pathways, performance measures, numeric goals, matrices, and more.

		Ilene Hall commented that the plan looks great and how performance measures tie to each area and will be a good template for where we are and where we want to go. Michael Archibeque thanked everyone who provided the information and feedback on the initial draft.
		New Business & Announcements Opportunities for collaboration and funding options are available through local DWI programs. Next TRCC Quarterly Meeting Agenda - Project Updates to be included.
		Proposed Meeting Schedule FFY2022 Quarter 1 Wednesday, October 13, 2021 Quarter 2 Wednesday, January 12, 2022 Quarter 3 Wednesday, April 13, 2022 Quarter 4 Wednesday, July 13, 2022 Discussion of FY2022 Meetings Sophia Roybal-Cruz mentioned the return to work of state employees and the new guidelines from the CDC and the NMDOH on in-person meetings. She stressed that she wants to ensure safe COVID-19 practices and offer hybrid meetings that are virtual and in-person. She requested feedback from committee members. Members mentioned that the hybrid meeting is a good option. Julie Krupcale suggested starting out with the hybrid model. Chief Roberts was open to travelling to Santa Fe. Sophia Roybal-Cruz will look at mileage reimbursement options if requested. Federal partners Brian Preston and Luis Melgoza were supportive of meeting in person and would support the hybrid model. Members from Albuquerque and Las Cruces agreed that the hybrid model would be the way to go. For the next meeting, Annjenette Torres will send the meeting invitation to members with a request for a response that will indicate in-person or virtual attendance. Sophia Roybal-Cruz brought the meeting to a close with her sharing that there were many lessons learned from the assessment. She recognized the heavy lift for the assessment partners and stakeholders. Her hope is that we will have all materials in place for the next assessment by maintaining the project management tool, data management plan, and strategic plan, as well as continuing to build on our progress. Motion to Adjourn by Ilene Hall. Seconded by Sophia Roybal-Cruz. The meeting was adjourned at 10:51am
		Adjourned at 10:51am

New Mexico
Traffic Records Assessment

Chris Osbourn | June 23, 2021
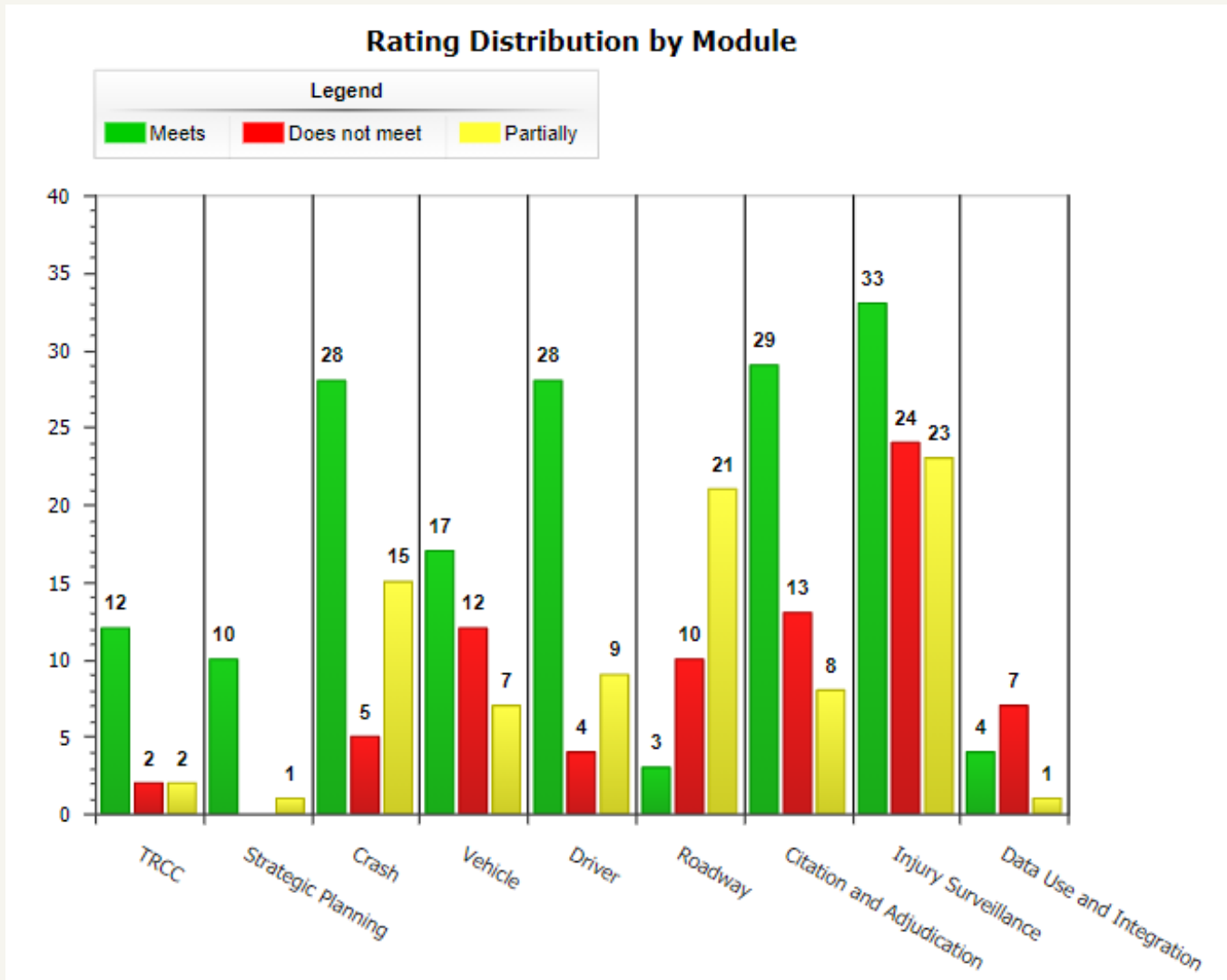**Report Out Briefing**

Question Response Summary

Advisory Module	Questions	Responses
TRCC Management	16	32
Strategic Planning	11	22
Crash	48	86
Driver	41	43
Vehicle	36	44
Roadway	34	39
Citation / Adjudication	50	113
Injury Surveillance	80	88
Data Use & Integration	12	40
Total	328	507

Rating Distribution by Module

Rating Distribution by Module

Legend: Meets (green), Does not meet (red), Partially (yellow)

Module	Meets	Does not meet	Partially
TRCC	12	2	2
Strategic Planning	10		1
Crash	28	5	15
Vehicle	17	12	7
Driver	28	4	9
Roadway	3	10	21
Citation and Adjudication	29	13	8
Injury Surveillance	33	24	23
Data Use and Integration	4	7	1

New Mexico Strengths

- **New Mexico has made significant progress in transitioning the collection of crash data from paper to electronic.**

- **The new Tapestry system has dramatically improved the sophistication of New Mexico's driver and vehicle systems and is a positive step forward in improving data quality.**

- **The TRCC and STREOC functions at a high level and could serve as a model for other states. The level of participation by State-level stakeholders throughout this traffic records assessment process and during the introductory and mid-assessment meetings was quite impressive.**

Change in Ratings

Change in Ratings from 2016 Assessment

	Meets	Partially Meets	Does Not Meet
TRCC Management	2	0	-2
Strategic Planning	4	-2	-2
Crash	11	-1	-10
Vehicle	11	4	-15
Driver	12	8	-20
Roadway	3	6	-9
Citation & Adjudication	2	1	-3
Injury Surveillance	6	9	-15
Data Use and Integration	0	-1	1
Total	51	24	-75

TRCC Management

- ■ Meet
- ■ Partially Meet
- ■ Does Not Meet

6
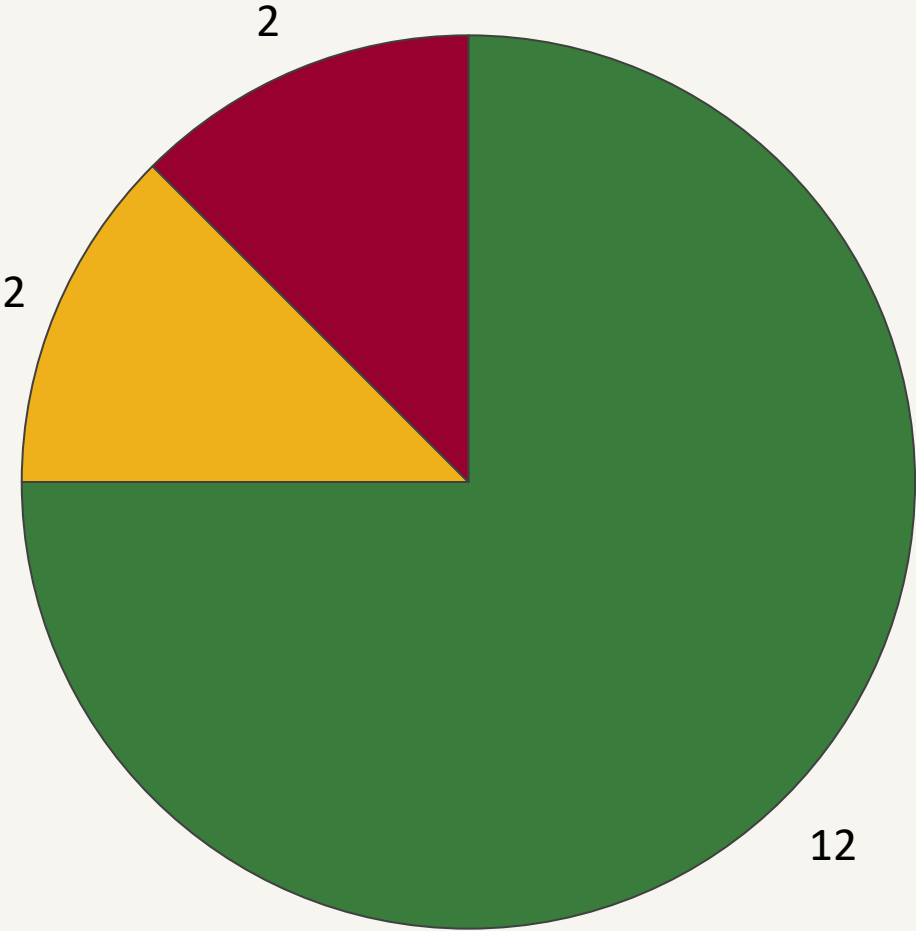
TRCC Management

Recommendations

- None

Considerations

- Continue development of the data quality and improvement tracking tool that will be based on the Data Management Plan.

- Continue holding joint meetings of the two tiers of the Traffic Records Coordinating Committee to foster collaboration with new partners.

Strategic Planning

Pie chart showing Strategic Planning assessment: Meet 10, Partially Meet 1, Does Not Meet 0.

Legend:
- Meet
- Partially Meet
- Does Not Meet
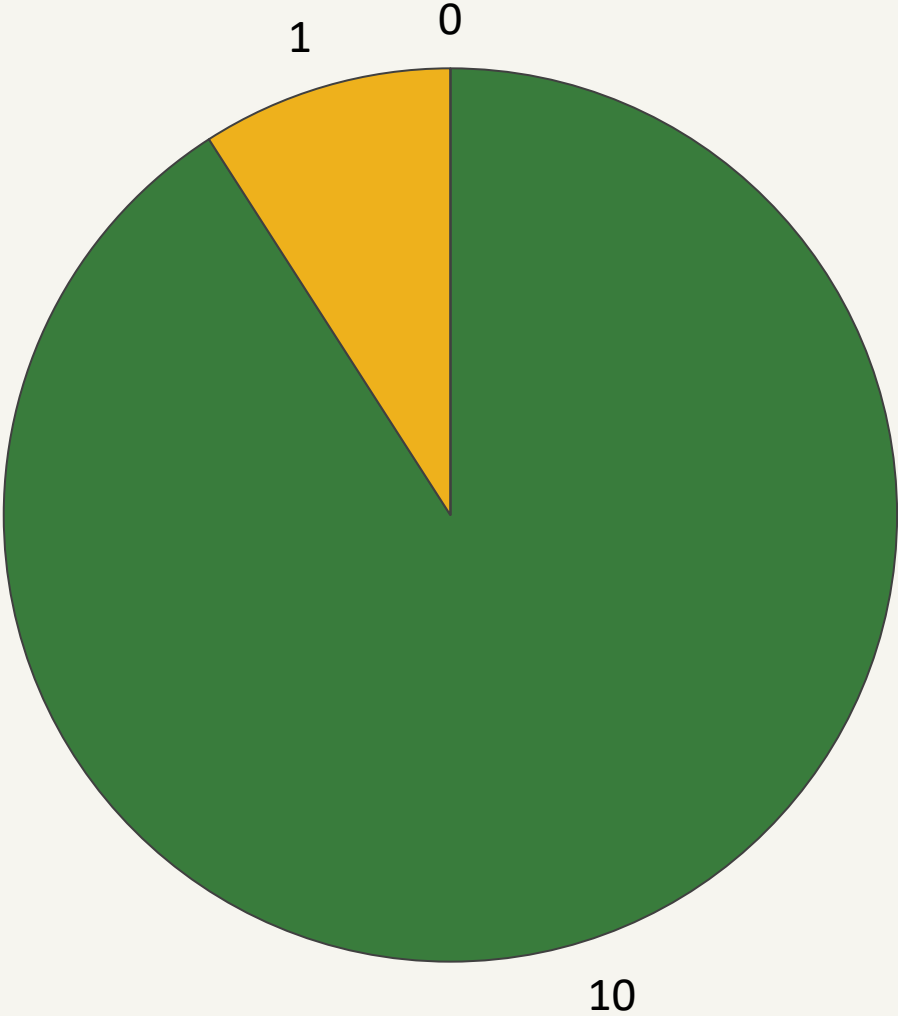
Strategic Planning

Recommendations

- None

Considerations

- Complete development of the Data Management Plan as a component of the Traffic Records Strategic Plan. Include metrics (baseline, current, and goal) for each performance measure.

Considerations (Applies to All Modules)

- Establish specific, meaningful, and measurable performance measures that can be actively monitored and regularly updated across all New Mexico Traffic Records Systems.

Crash

Pie chart legend:
- Meet (green): 28
- Partially Meet (yellow): 15
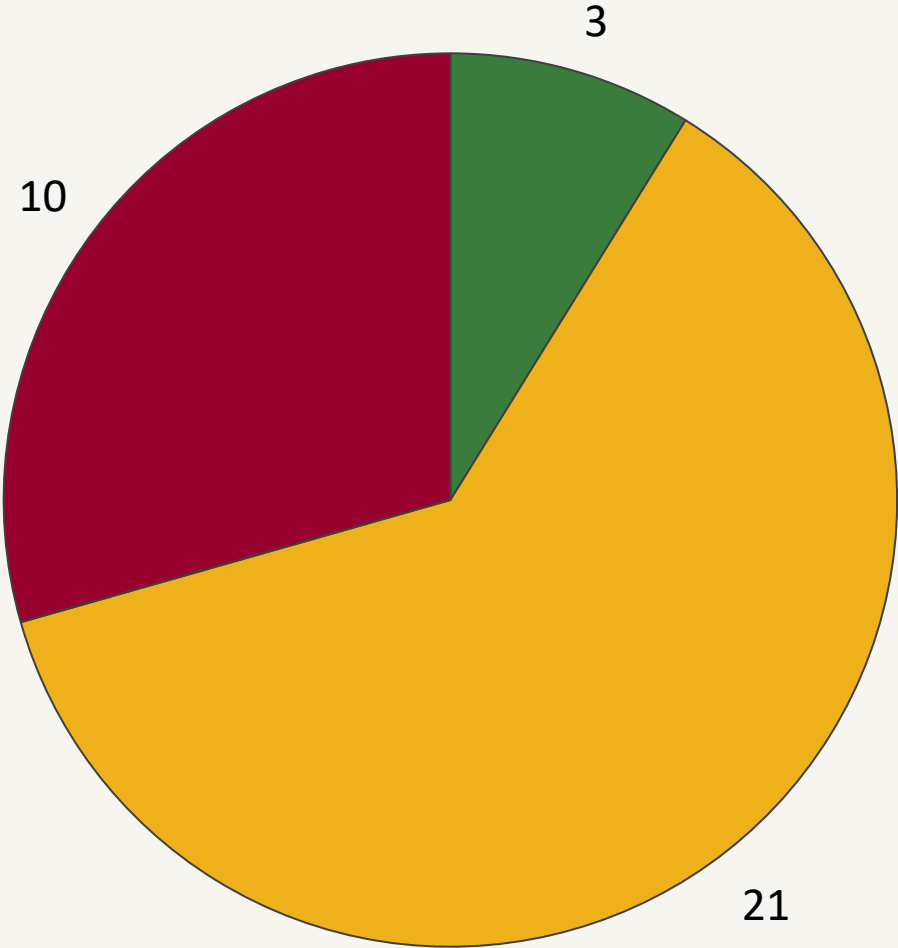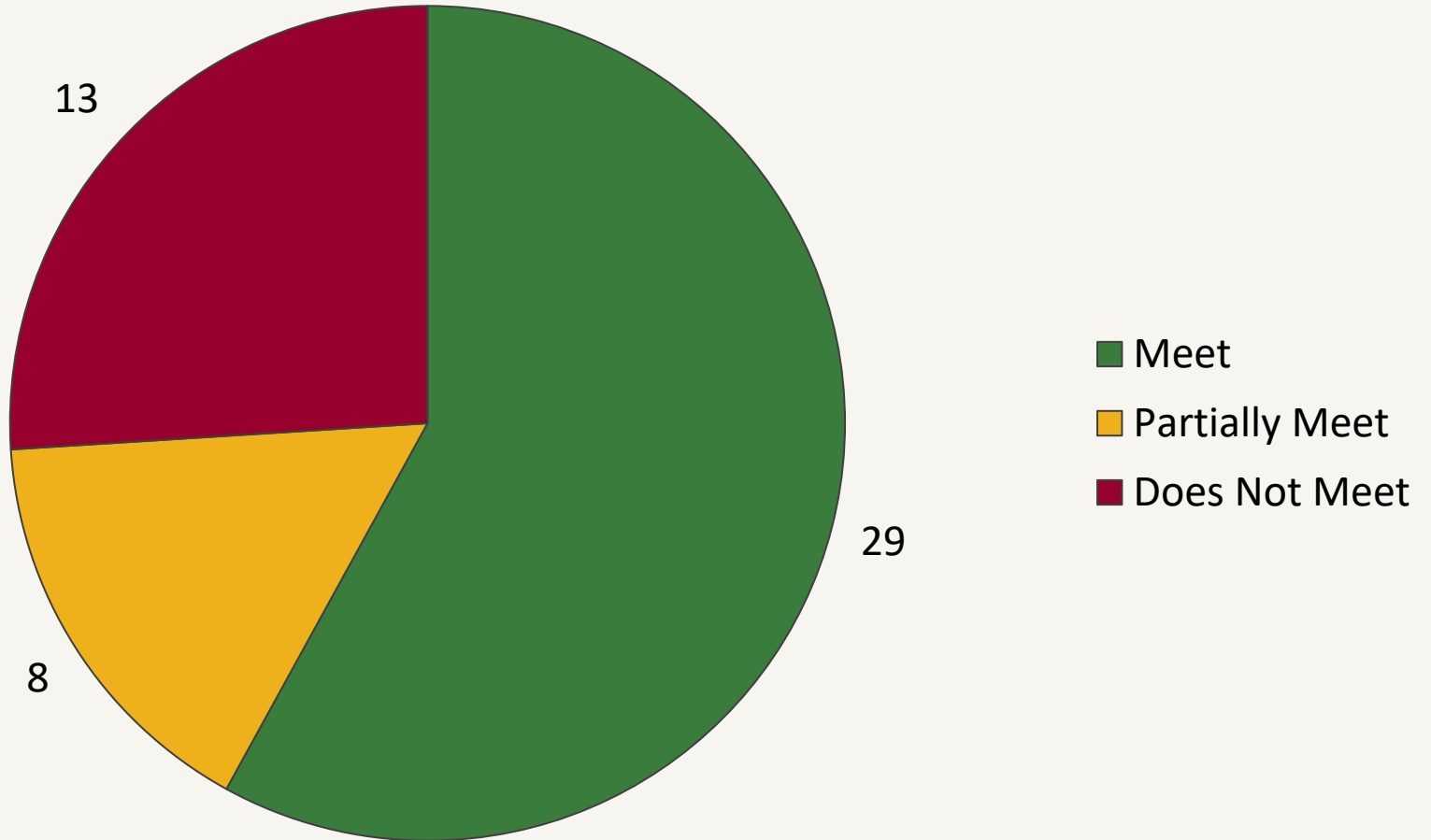- Does Not Meet (dark red): 5
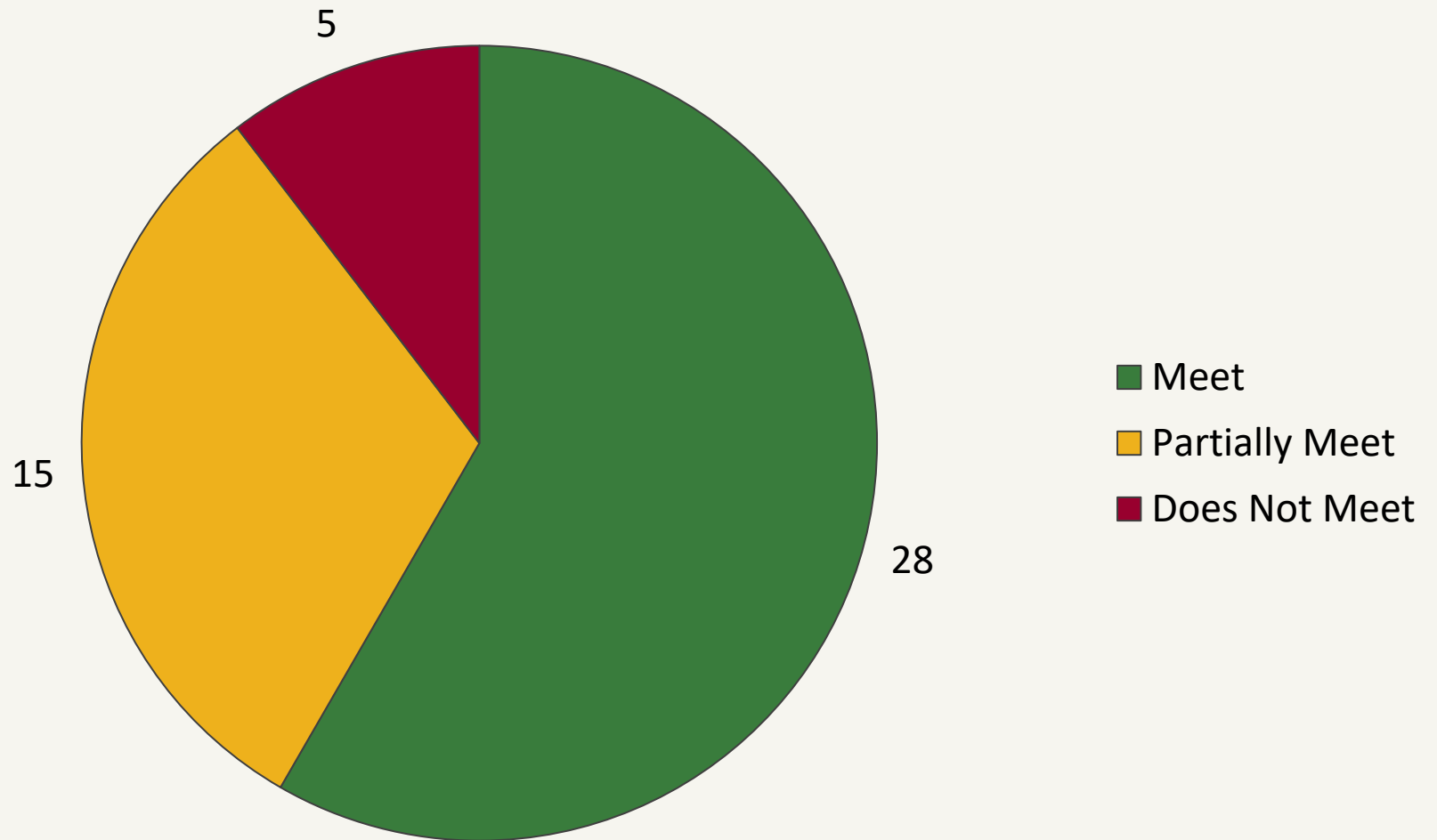
Crash

Recommendations

- Improve the data quality control program for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the interfaces with the Crash data system to reflect best practices identified in the Advisory.

- Improve the procedures/ process flows for the Crash data system to reflect best practices identified in the Advisory.

Crash

Considerations

- Draft a plan for achieving 100% electronic crash data collection among the remaining agencies still utilizing the paper form. Identify impediments to adoption that may be hindering each respective agency's transition and how to address challenges.

- Continue efforts to develop direct and real-time interfaces and integration with the crash database.

- Improve documentation of crash system processes and establish methods to better monitor data quality.

Driver

Pie chart showing: Meet 28, Partially Meet 9, Does Not Meet 4.
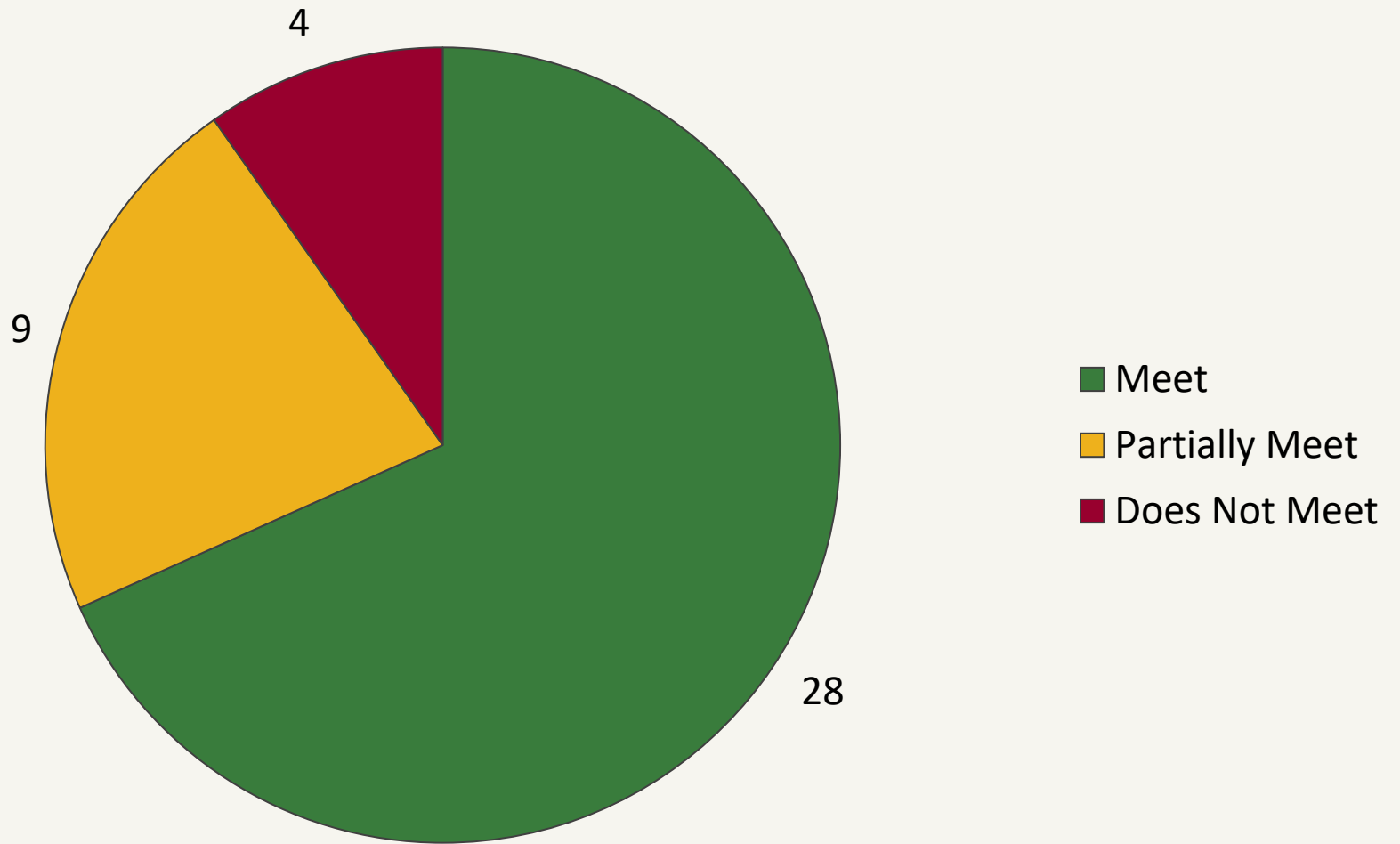
Driver

Recommendations

- Improve the data quality control program for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the interfaces with the Driver data system to reflect best practices identified in the Advisory.

Considerations

- Create a formal comprehensive data quality management program for all driver data to include performance measures.

- Conduct trend analysis to help identify and better address changes in the driver data across years.

- Display at fault crashes on the individual's driver record.

Vehicle

- Meet: 17
- Partially Meet: 7
- Does Not Meet: 12

15
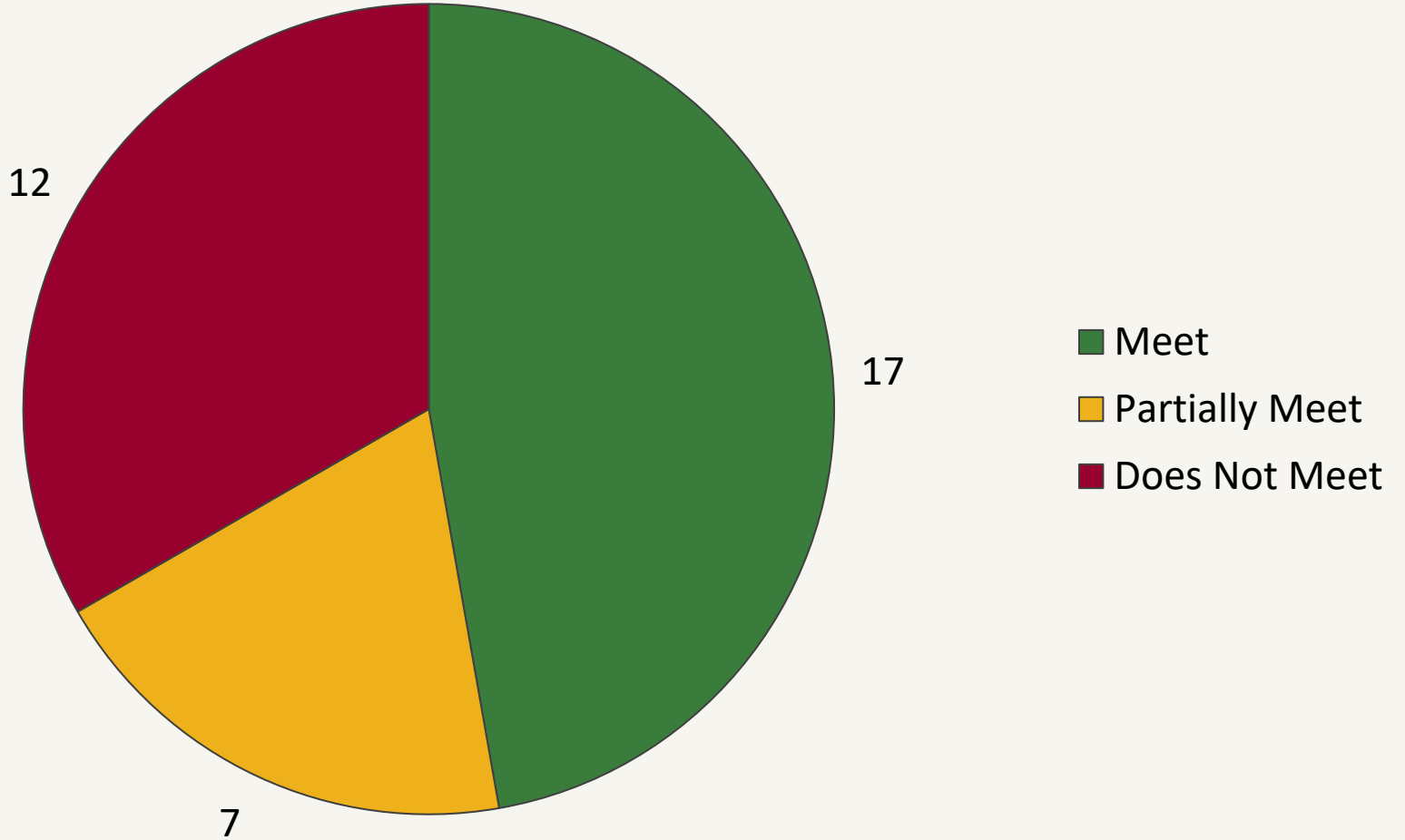
Vehicle

Recommendations

- Improve the data dictionary for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data quality control program for the Vehicle data system to reflect best practices identified in the Advisory.

Considerations

- Work with the vendor to access greater detail on the data dictionary, data entry rubrics, and system flows.

- Conduct periodic audits of system functioning to ensure data accuracy and identify potential system issues.

Roadway

- Meet: 3
- Partially Meet: 21
- Does Not Meet: 10

Roadway

Recommendations

- Improve the data dictionary for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data quality control program for the Roadway data system to reflect best practices identified in the Advisory.

Considerations

- Create comprehensive enterprise roadway system documentation.

- Develop a roadway quality data management program which could routinely provide quality reports to all system stakeholders.

- Develop a formal project plan to put in place a complete roadway inventory system including MIRE FDEs for all public roads.

Citation/Adjudication

Pie chart:
- Meet: 29 (green)
- Partially Meet: 8 (yellow)
- Does Not Meet: 13 (dark red)

Citation/Adjudication

Recommendations

- Improve the applicable guidelines for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data quality control program for the Citation and Adjudication systems to reflect best practices identified in the Advisory.

- Improve the interfaces with the Citation and Adjudication systems to reflect best practices identified in the Advisory.

Citation/Adjudication

Considerations

- Continue planning for the inclusion of district courts and tribal courts in the electronic collection and transmission of adjudication data.

- Include dismissed or deferred case information in the Tapestry system for the time period or to the extent the information is available publicly by state statute.

Injury Surveillance

Pie chart values:
- Meet: 33
- Partially Meet: 23
- Does Not Meet: 24

Injury Surveillance
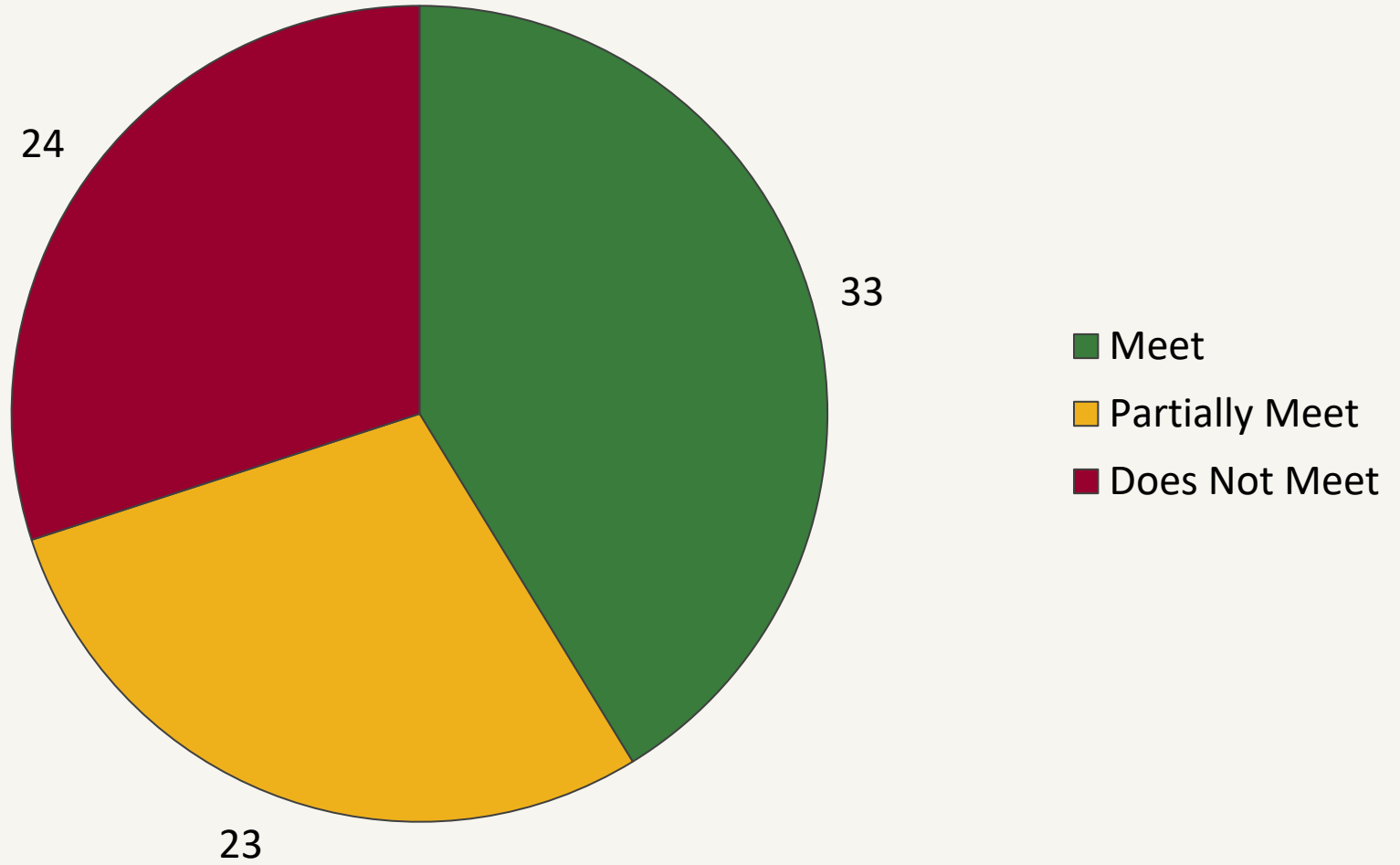
Recommendations

- Improve the data quality control program for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the interfaces with the Injury Surveillance systems to reflect best practices identified in the Advisory.

Considerations

- Use injury surveillance data to support problem identification and program evaluation activities related to highway safety.

- Develop standard reports using systems that include information on the extent of injuries sustained in crashes.

Data Use & Integration

Data Use & Integration
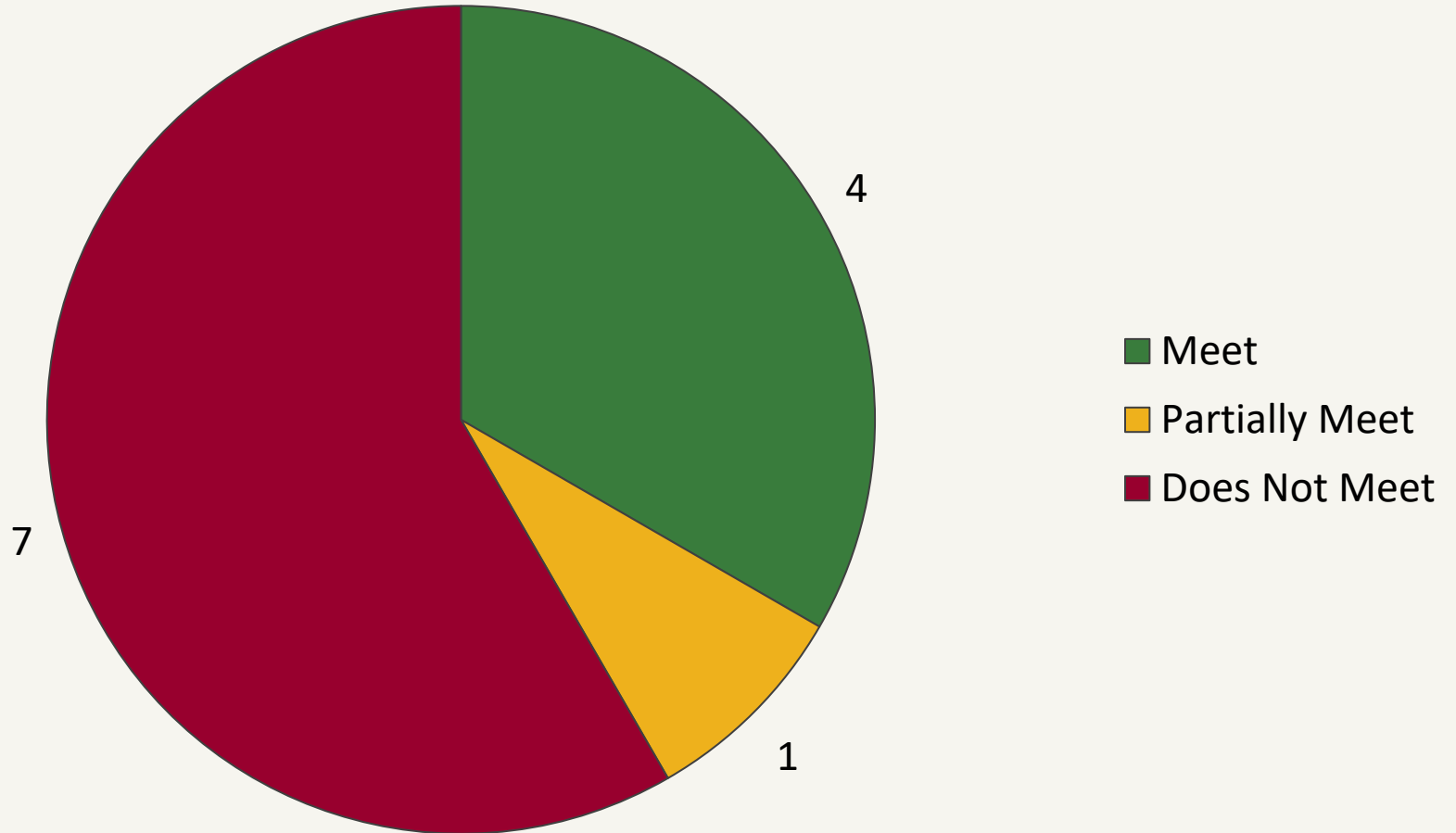
Recommendations

- None

Considerations

- Continue working with the University of New Mexico, Geospatial and Population Studies Traffic Research Unit to expand data integration projects to include more traffic records data sets.

- Support the ongoing efforts to develop a data governance process for traffic records and the University of New Mexico Health Sciences Center crash+trauma registry project.

- Pursue access to all citation and adjudication data to expand on the DWI linkage project.

Training and Technical Assistance Programs

NEXT STEPS

Traffic Records Assessments

In comparing a State's traffic records system to the ideal outlined in the *Advisory*, assessments:

- **Identify strengths and challenge areas**

- **Rank questions to help prioritize investment**

- **Supply recommendations & considerations for improvement**

How do we move forward?

Next Steps

- **Contact your NHTSA Regional Program Manager about the necessary TRCC Strategic Plan updates required prior to next §405(c) grant application.**

- **Use the *Advisory* as a resource for developing, prioritizing, and executing new projects and programs.**

- **If desired, submit your application to your NHTSA Regional Program Manager to apply for a technical assistance to help with assessment recommendations or other traffic records initiatives identified by the TRCC.**

Application

Technical Assistance: GO Teams

| State requests technical assistance on a specific TR issue | State, working with its RPM and the TR Team, prepares a request | NHTSA identifies GO Team members & sends to State |

- **Small-to-medium scope projects**
- **Number of GO Teams depends upon available resources**
- **GO Teams work _with_ States to accomplish goals**

Examples of Technical Assistance

- **Strategic Planning**

- **Performance Measurement**

- **Data Integration**

- **Crash Data Improvement Program**

- **MMUCC Mapping**

Successful GO Team Applications

- A detailed description of the technical issues that the GO Team will need to address;

- A description of the specific technical assistance being requested from the GO Team;

- A description of the current and past efforts to address this problem;

- An explanation of how the GO Team assistance fits into the TRCC's Strategic Plan;

- The anticipated improvements that the GO Teams are likely to provide to the State's traffic records data systems; and

- The contact information of the State officials who will be tasked to work with the GO Team to address this problem.

Technical Assistance Application

Becoming an Assessor

- **If you would like to be considered as an assessor for future assessments of other States' traffic records systems, please email Kathleen Haney and copy John Siegler.**

    - Kathleen Haney – khaney@vhb.com
    - John Siegler – john.siegler@dot.gov

- **Please identify your areas of traffic records expertise and include a brief summary of your work experience.**

Thank You