

**Illinois Traffic Records Coordinating Committee Minutes
April 19, 2016**

TRCC Attendees	
Donna Cooper, Andy Simmons, Gary Dameron, John Clifford, Darin Ashby	Secretary of State
Mehdi Nassirpour, Ken Martin, Melissa Schaive, Jessica Keldermans, Mike Gillette,	IDOT
Boyd Butler	ISP
Dan Leonard, Evelyn Lyons	EMSC - Loyola & Illinois Department of Public Health
Dan Lee	Public Health
Steve Laffey	Il. Commerce Commission

Mehdi asked everyone to review the minutes and if no one had any comments, changes we could approve. Mehdi mentioned that we will be changing the January 19th meeting minutes to reflect attendance by Jim Hall and Steve Laffey. Mehdi informed the committee that Priscilla Tobias is our new GHSA representative.

NHTSA and FHWA

No attendee from either organization. Nothing to report.

TRCC Assessment

Mehdi thanked all who are participating in the assessment. The assessment is entering the 3rd phase which starts April 29th. The assessors will be rating us on every question in this round. The 3rd round will allow for clarification and rebuttal if you do not agree with the rating. This is the final answer stage. We have two weeks to complete the final round once the tokens are issued. If you do not understand the question or you feel like someone else should be answering, reach out to Mehdi.

Applications for TRCC Grants

Mehdi noted that several applications have been received for funding. He is proposing IDOT wait until after the final assessment report to approve the grants. This will allow IDOT to identify deficiency and then award the grants based of specific goals aimed at improving the quality of data. He is checking with NHTSA to see if we can wait.

Traffic Records Committee Members

Melissa will send out the members list one more time for verification that all the information is correct. If you know of anyone else that would benefit from being on the TRCC board please let her know.

Report on Sub-committees (Planning, Data Quality, and Engineering)

Jessica Keldermans reported on the Planning committee. In January and February she sent out emails to the subcommittee members. She is still waiting on two reports for the updated version of the TRCC strategic Plan. She had a February deadline set but it was pushed back because of the assessment. She expects the reports this week and then she will be plan the subcommittee meeting.

Ken gave an update on the Data Quality Subcommittee. He reported that the committee has taken action regarding the Data Quality. There has been a review and correction of

location info and codes to improve accountability. August 1st all crash reports will include longitude and latitude based on of the officer's reports. In the past we have read narrative and report and make corrections. Now we take the information directly off the report and record appropriately. As far as the Law Enforcement (LE) agencies and officers reporting errors, the Division launched the Safety Portal in August of 2104 that provides the forum to notify individual or statewide LE agencies of errors on the SR1050 crash form. This portal also allows end users to run summary reports on the data form the crash reports. Ken noted that we will be waiting until CY2018 to update the SR1050 based on the new Model Minimum Uniform Crash Criteria (MMUCC) manual due out in early CY2017. He reminded the Committee that based off of the Chief Counsel decision at IDOT, complete data extracts are available through the Division's email folder DOT.DTS.DataRequests@illinois.gov. This will be in a report format and less any personal ID markers.

Performance Measures

Mehdi stressed again the importance of performance measures based on Timeliness, Completeness, Accuracy, Consistency, Accessibility, and Data Integration. He expects the ratings will be low in some areas and as a committee we will need to work to improve this. We have developed performance measures on some of the components of data quality, such as timeliness and completeness, but not on accuracy of critical items, integration, and accessibility. As a committee, we will need to commit ourselves to work on the major areas of concern.

Streamlining the Current TRCC Project Deliverables

With no current Fiscal Year State budget grantees have not been able to work on deliverables. When a budget is approved we will review will try to go back to the grantees and ask them develop deliverables and timetable.

Brief Report on the Current 408/405 Grants:

Crash Outcome Data Evaluation System (CODES): Division of Traffic Safety
We are in a process of hiring a new CODES Analyst. Mehdi reported that he will be working to renew the data sharing agreement with Public Health but this is a lengthy process that included legal counsel and approval by a by the Institutional Review Board (IRB) at the Illinois Department of Public Health (IDPH). We have renewed this agreement 5 times. Per the IDPH legal counsel's recommendation, we needed to have a new data-sharing agreement.

Data Analysis / Data Reporting of Statewide Databases: Loyola University

Dan Leonard from Loyola noted that 2014 crash and hospital data to the EMS Reporting system (http://app.idph.state.il.us/emsrpt/to_dth_forms.asp) is not available. He will work to update the website and receive final approval. Dan will be working with the Trauma Registry staff at IDPH to complete the database. Mehdi asked about the status of the death records at IDPH, He indicated that they had not had been able to receive the data yet. They are planning to request the death records from IDPH again. Dan Leonard also incorrectly reported that the vital records were stored at CMS. Since the meeting they corrected their statement and stated that the Vital Records are actually stored on the Enterprise Data Waterhouse (EDW) which is housed at HFS (not CMS).

Darin Ashby reported in the past they have purchased a full death report from the Department of Commerce. It is costly and without a budget has not been purchased in the last couple of years. It is an immense file with millions of records on it. SOS built a system to collect and analyze that data. Jessica Keldermans mentioned that IDOT gets electronic files from IDPH. They validate their records by what IDPH records say. She suggested that Darin work with Mark Blankenship to see if SOS could use that data as well.

EMS Data Access Expansion: Illinois Department of Public Health

Dan Lee provided the linked to the website that was referenced to in the last meeting.

<https://webdata.emsdata.com/IllinoisEMSDData/Login.aspx?ReturnUrl=%2fIllinoisEMSData%2fPublic.aspx>

The website provides canned and pre-built reports. Dan Lee would like to demonstrate that in a future meeting.

Data Warehouse: Illinois Secretary of State

Darin Ashby reported that the Data Warehouse project is on hold since there is state budget.

Andy Simmons reported there is no activity on the Imaging Enhancement grant due to budget impasse. They are still interacting with vendors interested in completing this project.

Crash Data Integration and Web Reporting: Chicago Department of Transportation

As of April 19, 2016, Chicago has submitted over 20,000 desk reports electronically to DTS. In March, CPD's project manager, Arba Houlden, left to pursue a job with Cook County. His replacement is Renee Contreras. At the end of December/beginning of January, CPD was working on updating their Pedestrian Stop Study form. When they were deploying the form to their mobile units, they found out the PDT 30 laptops needed to be upgraded. Earlier this year, CPD updated 100 laptops and purchased 100 laptops. CPD needs an additional 300 laptops for their mobile units. If these upgrades don't happen, then the electronic reporting system won't be able to be deployed to the mobile units. NHTSA has indicated that there is money available for equipment like this. DTS has requested an update from CPD on the laptop situation. DTS has also asked CPD to develop an implementation plan on how the electronic system will be deployed to the mobile units.

The meeting adjourned at 10:20 AM. The next meeting will be on July 19, 2016.