



State Traffic Records Advisory Committee (STRAC)

Bi-Monthly Meeting

Thursday, October 15, 2020

9:00 AM to 12:00 AM

Remote Meeting via Google Hangout

Meeting Minutes

Attendees:

CamSys, Ryan Klitzsch (*TRC*)

CDOR, Scott Spinks

CDOT, BoYan Quinn (*Secretary*)

CDOT, Alisa Babler (*Chair*)

CSP, Allison Rosenthal

CDOT, Paul Clayton (*Minutes*)

CDPHE, Christine Demont

JDI, Joe McCarthy (*TRC*)

CDPS, Richard Summers

CSP, David Aldridge (*Vice Chair*)

CDPS, Webster Hendricks

FHWA, Dahir Egal

NHTSA, Joseph Livingston

NHTSA, Michael Close

OIT, John Gottsegen

DOR, Doug Simington

CDPS, Richard Summers

Judicial, Molly Saxton

CDPS, Cindy Stewart

OIT, Kathleen McLaughlin

OIT, Lee Birk

CDOT, Natalie Lutz

Agenda:

- Welcome and introductions by Alisa Babler
- Acceptance of past minutes
 - A. Motion to approve the minutes from the 8/20/20- meeting as presented.
 - B. Christine motion, Aldridge first, Scott Spinks seconded the approval of the minutes. All in favor.
- Review of past action items from 8/20/20 meeting
 1. Ben would like to learn more about the CSP DocuSign system and see if there is an opportunity to integrate it into the DOR system. Revisit with Ben at next meeting. Scott noted that DOR looked into the DocuSign tool, they completed their review and there will be no further changes at this time.
 2. Alisa noted that the DOR proposal should note 10 APIs instead of 8. Scott will make some updates to the budget, performance measures for showing improvement for traffic records, and narrative for the long form and will be submitted that for STRAC review. Completed.
 3. Ryan and Joe will work with Scott and Jon at OIT to address some of the technical pieces figured out in the next few weeks and submit to the STRAC for review. Closed, DOR has spoken with OIT and resolved.
 4. Scott will provide updates on the number of agencies and reports submitting to the DOR the DR3447. Scott reported they have seen more agencies submit paper copies of the 3447, however, since the STRAC meeting is earlier in the month this month they do not have the data to report out on for last month. Alisa noted would like to see the listing of cumulative number and agencies that are submitting the DR 3447 for the next STRAC meeting (**Action Item**).
 5. For finalizing the MOU there will be another meeting between DOR and CDOT to address items and comments and edits to finalize it. Completed.
- STRAC Strategic Plan MOU
 - A. Ryan and Alisa presented the revised MOU that had been commented on by STRAC voting members. Edits were accepted. Suggestion was made for TRC to remove the "attested" line for each signature and agreed upon (**Action Item**).
 - B. Suggestion was also noted and agreed upon to add language which outlines that this MOU supersedes the current and all previous MOUs and that after five years this MOU goes month to month extension until replaced. Alisa, Natalie and Jenny Sigler will look into this and place some language in the MOU. (**Action Item**).
 - C. Alisa will then send to the MOU to CDOT attorney to review. (**Action Item**).
- Status of 405C projects

- A. BoYan went over the project updates, currently there are five active projects, see table below.
 - o There is one short form that was submitted from CDOT for a crash web based dashboard. CDOT proposed to use OIT's Tableau to develop the dashboard that addresses the needs for public facing and internal dashboards while protecting PII and sensitive data. Scott noted some concerns about potentially needing stronger language regarding protection of PII and needs to talk with Ben about it (Action Item). Agreement was made by the voting members for a motion (Aldridge) and second (Hendricks) to resolve concerns on the side between CDOT and DOR and then vote for the project via email prior to the next STRAC meeting (Action Item).

FY 2020 Traffic Records System Enhancement 405C Grant Projects						
Project #	Agency	Project Name	Grant Amount	Match	Amount Spent	Project Status
20-41-03	CDOT	Traffic Records Coordinator	\$297,845		\$191,534	completed
20-41-06	City of Colorado Springs	Improvements of Crash Records and Geocoding of Crashes	\$58,000	\$14,500	\$41,915	completed
20-41-08	Lakeside Town	E-Citation	\$30,750	\$7,700		Closed. Ineligible for grant reimbursement
20-41-09	Thorton PD	E-Crash	\$62,000	\$24,803	\$28,849	partially completed
20-41-12	Weld County	Improvements of Crash Records and Geocoding of Crashes	\$49,940	\$12,485	\$41,595	Completed

- Statewide Fatal Blotter and Behavioral & Engineering Safety Data, Traffic (BESDT) project
 - A. Alisa noted testing is coming along and it was scheduled to go live the end of this month but they are looking to finish it up and address some bugs so now it looks to be closer to the end of November.
- TRC updates
 - A. Ryan presented the scheduled Action Items from the STRAC Strategic Plan and discussed with members any updates to the schedule. TRC will be reviewing the STRAC application distribution list and provide a list of edits and additional organizations and individuals that should be considered to be added (Action Item).
 - B. Ryan and Joe have continued to coordinate with DOR to assist with onboarding of law enforcement agencies for submitting the DR3447.
- Roundtable
 - A. Christine noted that the CDC gave them a second year of funding to work to link the crash and trauma data. Amend the meeting minutes to add Webster to the previous meeting.
- Motion to adjourn
 - A. Moved by Molly, second by Scott. Passes Unanimously.

Next STRAC Agenda Action Items:

1. Scott will provide updates on the number of agencies and reports submitting to the DOR the DR3447. This will include a listing of cumulative number and agencies that are submitting the DR 3447 for the next STRAC meeting.
2. TRC to remove the "attested" line for each signature in the MOU.
3. Suggestion was also noted and agreed upon to add language which outlines that this MOU supersedes the current and all previous MOUs and that after five years this MOU goes month to month extension until replaced. Alisa, Natalie and Jenny Sigler will look into this and place some language in the MOU.
4. Alisa will send the MOU to the CDOT attorney to review.
5. CDOT proposed to use OIT's Tableau to develop the dashboard that addresses the needs for public facing and internal dashboards while protecting PII and sensitive data. Scott noted some concerns about needed stronger language regarding protection of PII and needs to talk with Ben about it.
6. CDOT (Alisa) and DOR (Scott/Ben) will resolve PII language concerns for the crash dashboard short form and submit for vote via email prior to next STRAC meeting.
7. Ryan presented the scheduled Action Items from the STRAC Strategic Plan and discussed with members any updates to the schedule. TRC will be reviewing the STRAC application distribution list and provide a list of edits and additional organizations and individuals that should be considered to be added.
8. TRC will make edits and notations to the action items addressed during the STRAC meeting to the Strategic Plan.

STRAC Voting Members & Officers:

Name	Agency	Position	Phone Number	Email
Babler, Alisa	CDOT	Chair, Voting Member	(303) 757-9967	alisa.babler@state.co.us
BoYan Quinn	CDOT	Secretary (non-voting)	303-757-9466	BoYan.Quinn@state.co.us
Davis, Glenn	CDOT	Sargent at Arms (non-voting)	(303) 757-9462	Glenn.Davis@state.co.us
Demont, Christine	CDPHE	Voting Member	(303) 692-3057	Christine.demont@state.co.us
Open	CDHS	Voting Member		
Gottsegan, Jon	GOIT	Voting Member	(303) 764-7712	Jon.gottsegan@state.co.us
Aldridge, David	CDPS	Vice-Chair, Voting Member	(303) 239-4540	david.aldridge@state.co.us
Saxton, Molly	Judicial	Voting Member	(720) 625-5621	molly.saxton@judicial.state.co.us
Scott Spinks	DOR	Voting Member	303-205-8419	scott.spinks@state.co.us