**Illinois Traffic Records Coordinating Committee Minutes**

**April 15, 2014**

Attending: Tonya Loker, Bradley Long, Dan Mueller, Jacque Huddleston, Bill Morgan, Steve Esslinger, Phillip Pohlman, Mark Blankenship, Debra Neighbours, Mike Gillette, Gary Dameron, Darin Ashby, Ann Hillen, Darrell Clark, Gia Kellus, Greg Piland, Les Nunes, Mehdi Nassirpour, Wei Wu, Lesa Branham, Jessica Keldermans, Ken Martin

By Phone: Ruth Kafenstock, Dave Sapochak, Gordon Wayman, Dan Leonard, Dan Lee, Tom Fleming, Mike Woods, John Cliff, Kim Kolody, Mike Mayer, David Zavattero, Arba Houlden, Kari Kinnard

**Opening Remarks – Darrell Clark, TRCC Coordinator**

Darrell opened the meeting by introducing Tonya Loker, our new Traffic Safety Director, who gave a few remarks to the committee.  Darrell turned his focus on future 408 grant proposals by asking Les Nunes and Steve Esslinger, from the Traffic Safety finance department, to offer suggestions for improvement.  Steve suggested the committee might consider submitting two-year grant proposals which would be in line with the NHTSA plan and having IDOT submit state appropriation in a timely manner. The committee agreed with the suggestion and agreed to have the local and state agencies submit their FY2015 grant requests by May 20, 2014 and the FY2016 grant requests by June 19, 2014 to Darrell Clark.  Steve, also pointed this would allow his section to have a better idea on the amount of state appropriation DTS will need to request in September 2014 for the FY 2016 408 projects.

**NHTSA Comments – Kari Kinnard**

Kari explained her roll with NHTSA is to assist the ITRCC committee with any questions or concerns they may with grants or policies. Darrell asked Kari would it be possible for NHTSA fund IDOT’s Safety Portal. Kari explained that either Steve or Darrell would need to submit a request to NHTSA for review.

**FHWA Comments—Greg Piland**

 Availability and Use of Crash Data Process Review completed and final close-out report given to IDOT/FHWA upper management.

Action Items include:

* Organize a team with representatives from local, state and federal agencies involved with crash data and its use including but not limited to IDOT (Chief Counsel, Division of Traffic Safety and Bureau of Safety Engineering), Law Enforcement, Emergency Medical Services, and Engineering to assist in review of existing legislation and modify existing statutes or recommend new crash accessibility and usage legislation. Examples of possible reform or addition are (Point Persons: Tonya Loker / Priscilla Tobias) **(Target Date 05/01/14):**
  + - Clarify and create consistency between statutes that define and allow greater accessibility to crash reports and data particularly to engineering, law enforcement and emergency medical services
    - Implement language to define and clarify what data, if any, is confidential
    - Consider how provisional data can be released and to whom
    - Consider language to require electronic crash reporting
    - Consider penalties to agencies not submitting crash reports within the 10 day period Designated
* Engage the same team from the previous recommendation to create written policies and guidelines that include but are not limited to (Point Persons: Tonya Loker / Priscilla Tobias) **(Target Date 06/15/14)**:
  + - Define what crash “data” or “reports” can be released;
    - Define what information on a crash report is “personal” and “confidential” and what can/cannot be released;
    - Clarify who can receive data including the media, general public, researchers, consultants, etc., and under what circumstances;
    - Create guidelines for regular review and/or updates to the crash report form;
    - Create a strict schedule for completion of year-end crash data within a defined time period;
    - Create “provisional” data use policy

* Create a password protected system allowing user friendly access to crash report images, mapped locations of crashes and a query system to facilitate a more efficient, timely and independent review of crash data by other agencies besides IDOT. We have been informed that IDOT currently has plans to expand and update the Safety Data Mart and give access to outside agencies but completion dates or what is to be updated is unknown at this time.  If this is the case, communication of these on-going efforts to non-IDOT users is advisable as well as including them in the design of the new system. (Point Person: Brad Long) **(Target Date 09/01/14)**

* Review and create a system which provides the data owner’s easy access to their own crash reports.  Also prior to the release of any new data systems, as an interim step review the possibility for immediate access to the IDOT internal Safety Data Mart, GIS mapping program and crash report imaging system.
* Provide user friendly access to crash report images, mapped locations of crashes and a query system to facilitate a more efficient, timely and independent review of crash data by other agencies besides IDOT (also see recommendation #3). Provide better communication of crash data availability to enforcement, ems and engineering.  IDOT currently has plans to expand and update the Safety Data Mart and give access to outside agencies but completion dates are unknown at this time.  (Point Person: Brad Long) **(Target Date 09/01/14)**

* Revise forms BDE 2564 and 2565 to incorporate consideration of crash data and information regardless of whether the project limits include a Five Percent Location. (Point Persons: Priscilla Tobias / Mike Brand) (Target Date 06/15/14)

* Create and provide training in crash data analysis to County, City, and State agencies in the Education, Emergency Medical Services, Enforcement and Engineering fields to assist with improving problem identification and countermeasure selection. Emphasis should be on basic safety analysis for simplification and followed by optional provide intermediate and advanced courses. (Point Persons: Team form #1 above) (Target Date: Ongoing)

**Updates**

**Safety Analyst—Mike Gillette**

Safety Analyst is nearly ready to be put in production.

For the past 6 months we have been in final stages of central office testing, at first with a small subset of the data and then with actual production data. This testing was by BSE and CH2M Hill.

Training will be provided at the end of April for BSE and for a few people from the district offices. The district people will also be involved with final testing to make sure there are no problems with their use of the software.

We plan for the software to be in production in June for Central office and the districts involved with training, unless there any problems that may develop during testing that need attention. After this point there will be training for the remainder of the districts.

* Network Screening for identifying high-crash locations
* Diagnosis and Countermeasure selection for specific sites
* Economic Appraisal and Priority Ranking – costs and safety benefits of countermeasures
* Countermeasure Evaluation – safety evaluation of improvements after they are implemented.

**CODES Updates—Mehdi Nassirpour**

During the last quarter, we have accomplished a few items:

* We have completed the 2010 analysis and are in a process of producing more results based on the linked data.
* We also are in a process of finalizing the 2011 data linkages and produced preliminary results.
* We presented results 2010 data linkages at the SIU medical school on March 31, 2013. The main attendees were trauma doctors and community health professionals at the Department of Community Health. Darrell has a copy of our presentation. We will post the presentation on our website.
* We have sent our final interagency data-sharing agreement to IDPH for the review and comments. We propose to extend our data sharing agreement until 2019. I want to thanks Dan Lee, Adelisa Orantia, Barbara Fischer, from IDPH for their review and comments on the data sharing agreement.
* Since NHTSA is no longer has the data linkage software contractual agreement, we are in a process of completing our private-contractual agreement with the data linkage software owner to provide us with an updated version of software along with technical consultation on the data linkages.
* Our future plan:
  + Prepare a few Fact Sheets based on 2010 linked data
  + Link the 2011 crash and hospital discharge data
  + Explore linking 2014 pre-hospital run reports when the complete NEMSIS-based data become available.  According to Dan Lee, we the complete data are available for the last Quarter of 2013.  The Chicago data are not available for 2012 and first three quarters of 2013.
* CODES Application for Funding

**Traffic Records Performance Measures**

Mehdi discussed the traffic records performance measures asked the members, specially the new members) to familiarize themselves with those measures.  The linked to the traffic records performance measures was <http://www-nrd.nhtsa.dot.gov/Pubs/811441.pdf>.

Performance Measures—FHWA published a document entitled, “National Performance Management Measures: Highway Safety Improvement Program” on in the Federal Register on 3/11/2014 and it is available on lie at <http://federalregister.gov/a/2014-05152>. In this document, they outline all the proposed performance measures for highway safety including measures of serious injuries. According to this document, they recommend that states develop a precise measure of serious injury using system, such as CODES by year 2020. Fortunately, here in Illinois, we are way ahead of the other states since we have been able to link our crash data to health care data.

**Purchasing 10 iPads to conduct safety belt survey**

Mehdi mentioned that he was not going to purchase 10 iPads since some of our observers felt comfortable to conduct the safety belt surveys manually.  I am still exploring to at least purchase two iPads to see how it works.  This will be helpful for us when we do additional surveys on Back seat occupants and cell phone use.  Mehdi shared the back seat and cell phone survey results with the committee members.

**MCR/CIS—Brad Long**

MCR will be shut down on December 31, 2014. Most agencies have opted for 3rd party XML vendors. CIS will be an enhancement with the safety portal.

**XML Vendors for Local Agencies—Brad Long**

As of the last quarter, there were 665 agencies using paper; 117 using XML and 92 using MCR. As of this report, there are five XML vendors.

**Crash Reports--Jessica Keldermans**

Data Entry is approximately 86 days behind the Date of the Crash and Location Entry is approximately 101 days behind the Date of the Crash.  The Stats Unit is expected to close 2013 crash reporting in July—The Location Unit is expected to close 2013 in December. We are trying to rectify this situation in the Location Unit. There have been 2 new hires in the Stats Unit. Two more hires in the Stats Unit are starting on May 1 and 1 new hire is starting the same day in the Location Unit. We will be filling one more position in the Location Unit.

**ISP Crash Reconstruction—Phil Pohlman**

On Feb. 01, 2014, the ISP established a Statewide Full Time Traffic Crash Reconstruction Unit. It was our goal to have two (2) M/Sgt positions oversee a North and South Team, which comprised of four (4) teams of four (4) Troopers for a total of 18 personnel; however, we were unsuccessful of getting the total count. What we did get was two (2) M/Sgts to oversee North and South teams, but only 11 Troopers - seven (7) North and four (4) south.

**City of Chicago/IDOT Data Integration—David Zavaterro**

* Chicago ECR system development – Data Integrations project began Jan 30 when Chicago Procurement issued the purchase order.  We are now in week 11 of the project.
* On track for demonstration of Milestone #1 in the first week of May.  This will include all interface screens.
* Currently adapting eCrash interface screens to the overall Police “Unified Front End” framework.
* Have completed the database schema with full data dictionary documentation.
* Have completed a proof of concept diagramming tool – one of the last steps will be to integrate this with the other screens.
* One innovation of the diagramming tool is that it leverages Chicago curb-level mapping data to render the intersection in the diagram automatically.
* Work has been done on Milestone #2 (integration with CLEAR systems) ahead of schedule – webservices to integrate eCrash with the HotDesk name check function are completed.
* In preparation for Milestone #3 (XML Approval process), work is proceeding ahead of schedule on XML data translation but we have not been able to connect to IDOT test site to retrieve sample files.  Agency Key and Code is not working.
* CPD is exploring the possibility of utilizing LexisNexis eCrash as a temporary, interim solution if appropriate-- this is now being reviewed by our Office of Legal Affairs

**SOS Imaging Enhancement—Gordon Wayman**

Gordon reported that his agency was able to hire a person to process and answer telephone calls for the Crash Report Review. There were 360 crash review process since January 2014 and a total 1,902 phones answered.

**Data Analysis/Data Reporting of Statewide Databases—IDPH Ruth Kafensztok**

* Il EMS Data Reporting System(<http://app.idph.state.il.us/emsrpt/>)

This is an interactive web-based reporting system providing the general public quick access to statewide injury and illness-related information from 4 data sources (Crash Report, Mortality, Trauma Registry, and Hospital Discharge). The following data **updates** are in progress:

2012 Traffic Crash data 🡪 data reviewed, data issues reported, corrected files resent to EMSC

2012 Trauma Registry data 🡪 received files, data under review

2012 IHA Inpatient and Outpatient data 🡪received files, data under review

Most current web usage data for a full calendar year was reviewed during this grant period. A 4.2 % increase in # of web visits was observed in CY 13, compared to CY 12. Percent increase in web visits by month were seen for 7 out of 12 months, ranging from 4.3% (Feb) to 44.9% (Jul). Though the overall annual increase was modest, its significance stands on the shift it might represent from a declining trend in use seen in the past years.

* Traffic Crash Fact sheets “Quick Reports”

These are 11 fact sheet style reports with tables and graphs providing general profiles for populations of interest using information from the Traffic Crash database. **Update**: Fact sheets update with 2012 data are in initial planning stages, with most development work planned for 4th quarters of FY 14, pending final review of the last update on the Crash Report extract files.

* FARS-ITR data augmentation project

In FY 14 the project was funded to conduct a feasibility study on data augmentation to determine the potential to capture ITR BAC results (and valid values for other problem fields) when those were missing from FARS records. **Update**: The project is in its data analysis phase. A pilot test was conducted using 2010 FARS fatalities and surviving drivers (1628 records) and ITR's MV injuries. The test consisted of a one-pass match on name and crash/ED date, and 381 records were matched (23.4%). For 124 of those, FARS BAC was not available. But ITR BAC was available for 92 of the 124 missing FARS BAC. This test is being fully assessed, but the results seem promising. During FY 15, the recommendations from the feasibility study will be used to develop a routine data augmentation procedure on a semi-annual or annual basis.

**SOS: Data Dictionary and Flow Process Diagram—Dave Sapochak**

Dave reported the consultant is about 97% finished with analyzing data dictionary and flow process for vehicles and drivers data diagram division of SOS. They also feel that they should ready to start the second phase of this project by searching for a third party vendor to address the migrating of the two sections--vehicles and drivers.

**NEMSIS v2 to NEMSIS v3—Dan Lee**

***NEMSIS Version 2 to NEMSIS Version 3 Conversion***:

The conversion involves ANSI approval, via HL7, resulting in increased harmonization with other national standards associated with pre-hospital and hospital emergency department settings. Another useful result will be the availability of a much richer, broader range of values for most categorical variables, allowing more complete and accurate documentation of pre-hospital activity. A web-service capability will also be implemented. Thus the following data quality attributes will be positively impacted:

* Accuracy
* Uniformity (via standards harmonization)
* Timeliness
* Completeness
* Potential for integration

The following statements summarize current standing of the software application development work associated with the conversion project:

1. Automated generation of scripts to create the database and tables has been successfully completed.
2. New functionality to automate SQL Database, Table, and Index creation and/or updates has been implemented, enabling database updates to proceed without manual intervention.
3. The database and all tables and indices have been created in the development environment.
4. The XSD-driven automatic code generator has been completed to the point where roughly half of the Import/Export code has been generated and reviewed.  Import and Export together make up a very large chunk of the entire project, so this is very welcome progress.
5. Web services development will come very late in the overall project, although much of the functionality this will encapsulate already exists (in validators and portals that have already been developed).

**FY2015: 408 Grantees Projects**

All eight grantees presented their 408 projects to the committee. This project can be found on the TRCC website.

**Subcommittee Reports**

**Planning—Jessica Keldermans**

Jessica reported the subcommittee reviewed the FY2015 grant proposals and will submitting their results to Darrell next week.

**Data Quality—Ken Martin**

Ken Martin reported that the Data Quality subcommittee met on February 26, 2014, and reviewed each of the 11 action items originally established for the subcommittee to accomplish. The subcommittee agreed that four of the action items were actually follow-on activities of another action item and therefore agreed to reduce the total number of action items to 7, while incorporating the other four as follow-on tasks of other action items. The subcommittee agreed to update the ITRCC strategic plan to reflect this decision. In particular, action item #1 calls for training law enforcement agencies in the use of the SR 1050 and XML electronic reporting. That item now includes the follow-on activities of decreasing the number of blank fields, unknown entries, or erroneous information on crash reports, as well as providing feedback to law enforcement about routine errors.  Also, the survey of traffic records systems at other state agencies to be completed in action item #2 will now include follow-on activities of compiling data dictionaries for all traffic records systems in the state, as well as evaluating all traffic records systems identified for their strengths and weaknesses. Darrell Clark and Ken Martin are working to identify the recipients of the survey and developing the survey instrument.

**Engineering Factors—Priscilla Tobias**

**No report**

**Future Meetings**

* July 15, 2014
* October 21, 2014