Illinois Traffic Records Coordinating Committee Minutes
October 20, 2015

TRCC Attendees	
Dwight Lockwood	NHTSA
James Hall	UIS
Jared Thornley, Mehdi Nassirpour, Ken Martin, Suzie Hulett, Bill Morgan, Debra Neighbours, Tim Peters, Mike Gillette, and Rick Ingold	IDOT
Andy Simmons, Gordon Wayman, Gary Dameron, John Clifford, Steve Jenkins	SOS
Dan Leonard	EMSC - Loyola & Illinois Department of Public Health
Steve Laffey	Illinois Commerce Commission (ICC)
Dan Lee	Illinois Department of Public Health
Boyd Butler	Illinois State Police
David Pulsipher	CDOT
Tom Casson	Menard County
Dan Mueller	Administrative Office of the Illinois Courts

Mehdi opened the meeting by asking everyone to review the minutes and if no one had any changes then we could approve them. Mehdi motioned to approve the minutes and Ken Martin seconds the motion.

Brief Report from NHTSA and FHWA

No one from NHTSA or FHWA was present to provide any comments? .

405C/408 Application Submitted to NHTSA for Funding

As part of our 2016 HSP, the Traffic Records (405c) application was approved by NHTSA and we should be getting an estimated around $2.07 million.

Mehdi stated that Director Jared Thornley has approved moving forward with the TRCC coordinator and CODES analyst positions. Due to the state budgetary issues, the hiring process has been very slow. We are also planning to possibly establish these positions in-house.

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

No report from planning and data quality sub-committees. Mehdi gave out list of members that listed which committee/subcommittee each person was on. Jessica stated that she would be reaching out to the members of the planning committee soon to go over the Strategic Plan. Ken also said he would be reaching out to the new members and will hold a meeting. Mehdi explained that the subcommittees are very important and they should come up with ideas to bring to the whole committee

Traffic Records Assessment

Mehdi updated the committee on the new version of the Traffic Records Assessment manual and procedure that he received from NHTSA. The assessment is scheduled for February, 2016. He shared the Illinois Traffic Records Assessment proposed schedule and said the new assessment process will start in February 2016 and ends June, 2016.

Illinois Traffic Records Assessment

Proposed Schedule: Illinois TRA

2016	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
January (1)	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
February (2)	31	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
	14	*15*	16	17	18	19	20	STRAP Training Webinar (TBD)
	21	22	23	24	25	26	27	
March (3)	28	29	1	2	3	4	5	Kickoff (TBD)
	6	7	8	9	10	11	12	**Round One Data Collection**: State answers standardized assessment questions
	13	14	15	16	17	18	19	**Round One Analysis**: Assessors review State answers and rate the responses and, if needed, request necessary clarifications
	20	21	22	23	24	25	26	
April (4)	27	28	29	30	31	1	2	R2 Data Collection **Round Two Data Collection**: State responds to the assessors' initial ratings and requests for more information and clarification
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	R2 Analysis **Round Two Analysis**: Assessors review additional information from the State and, if needed, adjust initial ratings
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	**Round Three Data Collection**: State provides final response to the assessors' ratings
May (5)	1	2	3	4	5	6	7	
	8	9	10	11	12	13	14	**Round Three Analysis**: make final ratings
	15	16	17	18	19	20	21	
	22	23	24	25	26	27	28	Facilitator Finalizes Report
June (6)	29	*30*	31	1	2	3	4	Final Report Submitted
	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	Report Out Webinar (TBD)
	19	20	21	22	23	24	25	
	26	27	28	29	30			

Holiday

There are over 500 questions broken down by the data system owners. These questions will be sent out to the appropriate contact and that department will have adequate time to complete the questions. During the assessment, respondents have three opportunities to document their systems' capabilities. Using the State Traffic Records Assessment Program (STRAP), an online data management system, State respondents enter their answers and supporting documentation to questions they have been assigned. The assessors then review this information and make their initial determinations. There are two additional rounds of this question-and-answer process to ensure the information is accurate and understood by the assessors. At the conclusion of the third round, assessors make their final determinations and recommendations and produce a final assessment report. Mehdi mentioned that although the assessment will start in February 2016, he was going to send out specific questions to appropriate TRCC members next week. This will allow enough time for the respondents to prepare responses to the assigned questions. In February, the respondents will simply copy and paste into the STRAP data management system. Here is a list of individuals who will receive

TRCC	Mehdi Nassirpour
Crash	Jessica Keldermans (DTS)
Roadway	Bill Morgan (OP&P)
Vehicle	Gary Dameron (SOS)
Driver	Gary Dameron (SOS)
EMS	Dan Lee (IDPH)
Trauma	Dan Leonard, Jack Flaherty, and Adelisa Orantia
Hospital Discharge	Dan Leonard and Jeff Balsewicz
Citation and Adjudication	Citation and Adjudication (Bruce Tanner at SOS) and Dan (Mueller at AOIC)
Vital Records	Victoria L. Williams
Data Use and Integration	Mehdi Nassirpour

Mehdi talked about the performance measures and reminded that we need to calculate performance measures for all traffic related databases. He referred to the document that he sent out in July 2015. He is planning to send out the document again. He requested major data holders to produce these measures for their databases using the information provided in the presentation. These performance measures will also help the committee determine where funding is needed.

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 to replace Mr. Wu who resigned earlier this year. Results from older data are available and have been presented.

Data Analysis / Data Reporting of Statewide Databases: Loyola University
Dan Leonard from Loyola reported that they have added 2013 crash and hospital data to the EMS Reporting system (http://app.idph.state.il.us/emsrpt/to_dth_forms.asp).

Imaging Enhancement: Illinois Secretary of State: No major activities

EMS Data Access Expansion: Illinois Department of Public Health

Dan Lee reported on the development and implementation of two websites that are used to access Illinois EMS data. One site is for appropriate personnel associated with EMS Systems, as defined by the Illinois EMS Systems Act, and the other is for the general public. The project was completed on time. The current reporting volume is just under one million records per year. Each record contains information about the incident (reason for call, scene location, outcome, etc.), provider/unit/crewmember identifiers, unit utilization descriptors (e.g., times and locations), patient information (limited demographics, injury/illness characterization, assessment results), and treatment details (medications, procedures).

The US Department of Transportation's National Highway Traffic Safety Administration provides grants to state governments to support effective highway safety programs, including the incorporation of health data into motor-vehicle-crash-related traffic records for the purpose of improving roadway safety and thereby reducing morbidity, mortality, and costs associated with motor vehicle travel. IDPH has been awarded roughly $600,000 from this source since 2008, with the most recent grant funding used for the creation of a website allowing public access to a de-identified version of the prehospital dataset. Data from the past five years are available for download in multiple formats including Microsoft Access, comma-separated values, and tab-delimited. All data elements are drawn from and are compliant with the national standard for prehospital data (NEMSIS).

Links--Illinois Public EMS Data Download Page (registration required):

https://webdata.emsdata.com/IllinoisEMSData/Public.aspx

NEMSIS Website: http://www.nemsis.org/

Data Warehouse: Illinois Secretary of State
Gary reported that they have been making a progress in developing project specifications. They are currently working on the Data models for the project. The project has been put on hold due to the state budget.

Crash Reconstruction: Illinois State Police
No representative from ISP was present. Priscilla mentioned that the Bureau of Safety Engineering has provided funding for the state police to conduct traffic reconstruction. She mentioned Lieutenant Bill Langheim and Master Sergeant Dave Keltner are in charge of this project.
Priscilla Tobias reported that FHWA conducted a domestic scan for the HSIP. They also rolled out a Safer Roads index with Safety Tiers which will be incorporated into the Illinois roadway inventory system. Also, the guardrails were inventoried with pictures and GPS. They are now looking to place a SKU on each guardrail to help keep track of the guardrails throughout the state and this could be linked with other data.

Crash Data Integration and Web Reporting: Chicago Department of Transportation
Jessica reported that Chicago started submitting crash reports electronically on August 3, 2015 and they have submitted over 3000 reports so far. All of the desk officers have been trained and they are in the process of rolling the program out to the mobile units. Chicago has stated that they are still on target of being fully electronic by January 2016.

The meeting adjourned at 11:05 AM. The next meeting will be on January 19, 2016.