Illinois Traffic Records Coordinating Committee Minutes
July 21, 2015

TRCC Attendees	
Dwight Lockwood, Darin Jones	NHTSA
James Hall	UIS
Jared Thornley, Mehdi Nassirpour, Ken Martin, Suzie Hulett, Tim Peters	IDOT
Andy Simmons, Gordon Wayman, Gary Dameron, John Clifford	SOS
Dan Leonard, Evelyn Lyons	EMSC - Loyola & Illinois Department of Public Health
Steve Laffey	Illinois Commerce Commission (ICC)
Dan Lee	Illinois Department of Public Health

Mehdi opened the meeting by introducing Jared Thornley as the new Director of the Division of Traffic Safety at IDOT. Director Thornley welcomed the members and mentioned the importance of the committee in developing a successful Traffic Records program. He indicated that that he was going to stay and learn more about the committee and its role and functions.

Approval of Minutes – Mehdi motioned to approve the minutes and Ken Martin second the motion.

Brief Report from NHTSA and FHWA

Mehdi asked NHTSA to provide an update. Dwight Lockwood from NHTSA discussed the importance of performance measures and data-driven approach to traffic safety programs. Since Greg Piland from FHWA was not present to discuss the crash accessibility and usage to existing legislation and statutes, Ken Martin reported that the Safety Portal is restricted to Law Enforcement, County Engineers and our federal and state partners. The Chief Counsel's Office has decided that data should not be distributed to anyone other than these four groups. The Safety Portal has almost 1000 registered users. Lastly, we are currently at 45 percent electronic and hope to be around 70 percent by the end of the year when Chicago starts submitting electronically. Electronic reporting helps with the accessibility of the data.

405C/408 Application Submitted to NHTSA for funding

Mehdi reported that DTS has submitted Traffic Records application (405c) for funding. One of the main criteria for funding is to show quantitative improvement (timeliness, accuracy, completeness, consistency, integration and accessibility). IDOT/DTS has submitted three quantitative improvement projects in three different components of data quality:

1. Data Integration (CODES project)
2. Timeliness of Crash Data (percent electronic crash reporting system)
3. Accessibility of Data (EMS Data Reporting System)

Mehdi reported Director Thornley has approved moving forward with the TRCC coordinator and CODES analyst positions. Mehdi has been working with UIS to establish these two positions and is waiting for final approval from the university. Once the positions are established, we will start the hiring process.

Mehdi indicated that Lib Granzeau had revised the technical committee membership list. He asked committee members to nominate new people who are involved in traffic records and might be interested in becoming TRCC members.

Report on Sub-committees (Planning, Data Quality, and Engineering)
No report from planning and data quality sub-committee. But Priscilla Tobias reported Bureau Safety Engineering has been updating the Strategic Highway Safety Plan (SHSP). One of the major focuses of the plan is Traffic Records. She reported that she was planning to incorporate the traffic records strategic plan into the SHSP document. She also reported that they were working on implementing the Safety Analyst package in Illinois. She is planning to have a meeting to go over the draft which will include information on data systems, linkages and performance measures. Priscilla also stated that they have been using GIS to identify project areas and safety needs. They are also updating the information for the top 10 counties on the Safety Portal and she will be meeting with the Chicago Metropolitan Agency for Planning (CMAP) within the next few weeks. Mehdi questioned the status of Safety Analyst software and Priscilla said that they are piloting the program at the Central Office and three District Offices, but there have been some software issues.

Traffic Records Committees
Mehdi discussed the importance of three types of committees: Executive Committee, Technical and three Existing Subcommittees (Planning, Data Quality and Engineering).

Traffic Records Assessment
Ken Martin updated the committee on the Traffic Records Assessment which is scheduled for February, 2016. He explained there are over 500 questions which he has broken down by the data system owners. These questions will be sent out to the appropriate contact and that department will have approximately a month and a half to complete the questions and return. Crash Data will be answered by Jessica Keldermans and Anne Hillen. Vehicle and Driver questions will be sent to Gary Dameron. Roadway questions will be sent to Bill Morgan. Citation and Adjudication questions will be sent to the Administrative Office of Illinois Courts and Mike Mayer at Secretary of State. Questions pertaining to Injury will be sent to Dan Lee, Ruth Kafenstock, Dan Leonard and Jack Fleeharty.

Mehdi had a short presentation (e-mailed to all TRCC members) on the performance measures on all traffic safety-related databases. He requested major data holders to produce these measures for their databases using the information provided in the presentation.

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 last December.

Data Analysis / Data Reporting of Statewide Databases: Loyola University

Dan Leonard from Loyola reported that he has developed performances measures (accuracy and completeness) for both Trauma Registry and Hospital Discharge data

- the percentage of records with no errors in critical data elements (under accuracy), and
- the percentage of records with no missing critical data elements (under completeness)

"Critical data elements" are listed for each data set. These data elements are helpful in projects that link with crash data and show outcomes. They include name, date of birth, admission date and time, and discharge disposition. In all there are 12 data elements for trauma and 10 data elements each for emergency department and inpatient records.

Dan reported we need to get permissions from IDPH and Illinois Hospital Association (IHA) before we publish the quantitative measures. Mehdi said he is planning to meet with Jack Fleeharty and Adelisa Orantia to discuss these issues.

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.

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. At the end of June, the vendor had delivered six data models for review. Unfortunately they were not able to review the models with the vendor before the project was put on hold.

Crash Reconstruction: Illinois State Police

No representative from ISP was present

Crash Data Integration and Web Reporting: Chicago Department of Transportation

CDOT was not present at the meeting, but Ken Martin gave a status update. Ken stated that they have a conference call with Chicago every two weeks. They were going to start the pilot on July 15th, but this has been pushed back to August 3rd. Chicago PD will start using the program for walk-in crash reports, which is about 75 percent of all their crashes

Lastly, Mehdi asked Jim Hall to talk about recent Transportation Research Board E-Circular on a March 2015 peer exchange on "Improving Safety Data Programs through Data Governance and Data Business. Jim discussed the national activities along with peer exchange program that ten states including Iowa and Michigan from the NHTSA Region V participated. Here is the link to the report:
http://www.trb.org/Main/Blurbs/172446.aspx

The meeting adjourned at 10:45AM. The next meeting will be on October 20, 2015.