

Summary Notes of Massachusetts Executive-level Traffic Records Coordinating Committee Meeting

Meeting Logistics

Meeting	Massachusetts Executive-level Traffic Records Coordinating Committee (METRCC)	
Date/Time	Thursday, April 22, 2010 from 10:00 a.m. - 11:30 a.m.	
Sponsor	Executive Office of Public Safety and Security (EOPSS)	
Facilitator	John Grossman, Undersecretary of Forensic Science and Technology for EOPSS	
Participants	<p>Lt. Colonel Timothy Alben, Massachusetts State Police Neil Boudreau, Highway Division, Massachusetts Department of Transportation (MassDOT) Sheila Burgess, Highway Safety Division, EOPSS Mario Damiata, National Highway Traffic Safety Administration (NHTSA) Erin Deveney, Chief Of Staff, Registry of Motor Vehicles (RMV) Bob Frey, Office for Transportation Planning, MassDOT Kristin Golden, Department of Public Health</p>	<p>John Grossman, Undersecretary of Forensic Science and Technology, EOPSS William Giuffre, Cambridge Systematics, Inc. Richard Hill, Merit Rating Board Chief Mary Lyons, Massachusetts Chiefs of Police Association Barbara Rizzuti, EOPSS/HSD James Ryan, NHTSA Curtis Wood, Office of Technology and Information Services, EOPSS</p>
Location	Ashburton Café Conference Room, One Ashburton Place, Boston	
Meeting Objectives	<ul style="list-style-type: none">• Discuss/approve the METRCC Charter for FFY 2010-2011• Review funding recommendations for the FFY 2010 State Traffic Safety Information System Improvement Grant (Section 408) from the technical representatives of agencies on the METRCC and the Traffic Records Coordinating Committee• Make recommendations for FFY 2010 Section 408 grant funding	

Meeting Summary

Welcome and Introductions

Undersecretary Grossmann provided a welcome to attendees and asked for everyone to introduce themselves. He then explained that the EOPSS will be moving forward with an electronic data capture system. He informed the committee that the Highway Safety Division (HSD) of EOPSS has set aside \$4.5 million for this project. EOPSS/HSD has allocated \$2 million for FFY 2011 and \$2 million for FFY 2012. This project also received \$500,000 in funding from the FFY 2009 State Traffic Safety Information System Improvement Grant (Section 408) through EOPSS/HSD. He also stressed how important this committee is because it provides executive-level endorsement of the working Traffic Records Coordinating Committee.

Meeting Objectives

Undersecretary Grossman mentioned that this would be a short meeting to discuss the charter for FFY 2010-2011 and allocated Section 408 funding for FFY2010.

Review of Draft ETRCC Charter for FFY 2010-2011

Undersecretary Grossman mentioned an update to the draft charter. Instead of having the committee meet a minimum of four times per year, the METRCC will meet once a year and as needed. Sheila Burgess then quickly went over the charter. Undersecretary Grossman asked members to bring the draft charters back to their agency heads and if they had any concerns about the language to contact EOPSS/HSD. If they do not have additional input, EOPSS/HSD will email the charters to all of the members for signatures. This will need to be included in the Section 408 application, which will be approved by the METRCC, to the National Highway Traffic Safety Administration (NHTSA).

James Ryan of NHTSA commended Sheila Burgess and EOPSS for establishing an Executive-Level Traffic Records Coordinating Committee (TRCC) and mentioned this may be used as a best practice. Undersecretary Grossman added that IT consolidation in Massachusetts also contributed to this success. Mario Damiata of NHTSA reiterated what James Ryan said and added that NHTSA encourages all states to establish an Executive-Level TRCC. Sheila Burgess said that one of the goals of the METRCC is to make sure all agencies involved in traffic records are on the same page. Mario Damiata mentioned that the Executive-Level TRCC helps to create the vision for the traffic records community. Undersecretary Grossman added that this may also be used as a model for other agencies in Massachusetts.

Description of FFY 2010 Section 408 Grant Proposals

Undersecretary Grossman said that EOPSS will receive approximately \$500,000 in Section 408 funding from NHTSA and we may have additional carry-over funds previous years. EOPSS may be able to fund all of the eligible applications that were submitted for

FFY2010. Undersecretary Grossman proposed to give Sheila Burgess the ability to use the prioritization from the technical representatives if there is not enough funding for all eligible applicants.

Review Recommendations from the Technical Representatives and the TRCC

Bill Giuffre then gave a brief presentation on the applications and recommendations from the TRCC and technical representatives.

Undersecretary Grossman asked if RMV Crash Report scanning application will just contain the data for the future. Bill Giuffre said that it will contain data back to 2006. Neil Boudreau, from the Highway Division, Massachusetts Department of Transportation (MassDOT) said that they need data for the past three years for road improvements. Curt Wood asked if this is the same as the EOPSS/HSD Massachusetts Traffic Records Analysis Center (MassTRAC). Sheila said that it was not and this is a MassDOT project. Curt Wood asked if it would be open to the public. Richard Hill said that it would only be open to authorized users. Curt Wood then asked if law enforcement would be included and Richard Hill said that they would as long as they went through the application process. Sheila Burgess added that the RMV would add sorting capabilities to this. Mario Damiata asked if the purchases for this system would only be used for activities related to this project. Bill Giuffre said that the RMV has the web application and scanners would be purchased for this project.

Bill Giuffre then described the Millville Fire Rescue Application. Undersecretary Grossman said that this project will not have a large impact, but it does not cost much. Lt Colonel Alben said that he was confused about how emergency medical service (EMS) projects help the states with traffic records. He also asked how Millville ended up here with other applications since they are such a small community. He asked if they were just the only ones who saw the application for grant funding. Sheila Burgess said that Millville saw the posting and thought this would help them. She also mentioned that EOPSS/HSD has received applications from other cities and towns in the past. Sheila Burgess mentioned that emergency medical service data is crucial. For example, she mentioned that many partners have been looking at data regarding older drivers and crashes. Using this data, it may show that certain ailments may contribute to crashes. We won't know this without the data. It is also important to link EMS data with hospital data. She said that this could be a pilot project. Kristin Golden from the Department of Public Health (DPH) said that this data could help prevent traffic crashes and save lives. She also mentioned that they are trying to centralize the data at the DPH level. James Ryan said that EMS has a different standing at NHTSA. Mario Damiata added that they are the agency responsible for EMS and they set national standards, link this medical outcome data and evaluate effectiveness. He also said that it would be best to view this project as a pilot program and have future discussions with DPH. He mentioned that he would not recommend funding other cities and towns on a piecemeal basis.

Undersecretary Grossman asked if IMC is NEMESIS-compliant. Chief Mary Lyons said that she doesn't think IMC will be able to handle what is needed for this project. Sheila

Burgess noted that EOPSS/HSD will work with Curt Wood and his office to make sure they meet all of their requirements. Chief Mary Lyons said that it is important to be sure everything is in place before the project is moved forward. Curt Wood also said that the vendors must meet their specifications. Sheila Burgess proposed to move forward with these eligible applications, but she will work with them to make sure they meet EOPSS requirements. Chief Mary Lyons said that it may be better to fund DPH for this type of project. She was also concerned that IMC may not be the best program for this type of project and may not be able to get the information to DPH. Mario Damiata noted that he doesn't think that Millville's budget will cover all of the costs. Sheila Burgess said that METRCC has the ability to consolidate projects if they see fit. Undersecretary Grossman asked if the Southeastern MA EMS Council, Inc submitted a hardware project. Bill Giuffre said yes. Chief Mary Lyons mentioned that she is on the Board of Directors for the Southeastern MA EMS Council, Inc. She then noted that there are private companies included in the list of participating EMS providers, including Eascare Ambulance (They submitted an application for this grant and were found to be ineligible). Sheila Burgess said that we can not fund private ambulance services.

Undersecretary Grossman proposed to approve this tentatively as part of the Section 408 application to NHTSA and Curt Wood will follow up with the Secretariat Chief Information Officer for DPH. James Ryan said that New Hampshire has the same type of software, which will be available to Massachusetts since it was purchased with federal funds. Mario Damiata also mentioned that there are business models in Maine and Connecticut that may be useful. Chief Mary Lyons mentioned that we may want to consider all regions rather than just the southeast. Undersecretary Grossman said that we will need to start somewhere. Mario Damiata noted that we need to make sure this is consistent with the strategic plan. Curt Wood asked if the Southeastern MA EMS Council, Inc had already chosen a vendor and Bill Giuffre said they had not. Undersecretary Grossman proposed to consolidate the applications from Southeastern MA EMS Council, Inc and Millville Fire Rescue. Lt. Colonel Alben mentioned that a lot of his questions were answered and it is great to have this committee because there had been a lot of different systems and not everyone was talking. Undersecretary Grossman noted that they are proving the value for this committee right now.

Bill Giuffre then described the DPH proposal to add validations on pre-hospital patient care information captured by EMS providers. Kristin Golden said that the DPH project will help to standardize the information coming into their system. Curt Wood mentioned that DPH will need their Secretariat Chief Information Officer to sign this application.

Prioritization of Needs and Funding

Undersecretary Grossman recommended that the METRCC fund all of the eligible applicants, but allow Sheila Burgess to trim money from the Southeastern MA EMS Council, Inc. and Millville Fire Rescue if she needs to. Sheila Burgess added that we should combine the projects from the Southeastern MA EMS Council, Inc and Millville Fire Rescue and build the back end. Undersecretary Grossman said that this would allow the development of standards that would ultimately feed into the Massachusetts Ambulance Trip Record Information System (MATRIS). Richard Hill added that this can

be a multi-year project. Bill Giuffre asked who would sponsor this project and Sheila Burgess said it would be DPH and the Office of Technology and Information Services (OTIS) for EOPSS.

A motion was made by Sheila Burgess to accept the prioritization of the technical representatives (RMV was first and DPH was second) and combine the projects submitted by Millville Fire Rescue and the Southeastern MA EMS Council, Inc. for a pilot project sponsored by DPH and OTIS. The members of METRCC were in favor with no objections. The motion was passed. The meeting was adjourned.