**TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC)**

~ Executive/Technical Council Meeting ~

**MINUTES**

<table>
<thead>
<tr>
<th>FINAL DATE</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 14, 2021</td>
<td>10:00 a.m.</td>
<td>1970 West Broad Street, Columbus, Ohio 43223 ODPS Atrium</td>
</tr>
</tbody>
</table>

**EXECUTIVE COUNCIL**

Deputy Director Benjamin Suver (on behalf of Director Thomas Stickrath Ohio Department of Public Safety (ODPS); TRCC Executive Council Chair); Director Jack Marchbanks (Ohio Department of Transportation (ODOT)); John Williams (on behalf of Chairman Jennifer A. French (Public Utilities Commission (PUCO)) and Stephanie Hess, Esq. Interim Director of Supreme Court of Ohio.

**TECHNICAL COUNCIL**

Brenton Bogard (ODPS-ODOT); *Lauren Cardoni (OARC); *Keith Church (ODPS-IT); *Yvonne Cooper (PUCO); *Jim Dwertman (ODPS-EMA); *Greg Edwards (ODPS-OBMV); *Dean Fadel (Ohio Insurance Institute); Lt. Ryan Furlong (Buckeye Sheriff’s Association); Caraline Griffith (ODPS-ODOT); *Tom Gwinn (ODPS-OSHP); Gretchen Lopez-Martinez, (ODPS-OSHP); *Jim Luebbers (ODPS-CJS); *Michelle May (ODPS-ODOT); *Eric Mays (ODPS-EMS); *Sara Morman (ODH); *Milt Nuzum (Supreme Court of Ohio); *Michael Pomesky (Ohio Chiefs of Police Assoc.); *Janille Streamer (ODPS-OHS); Tina Stewart (ODPS-OSHP); and *Lori Tyack (Ohio Clerks of Court Assoc.).

*Member Agency Representative → Quorum present

**ABSENT**

Federal Highway Administration; *Ohio Chiefs of Police Association (OCPA); *County Engineers Association of Ohio; and Federal Motor Carriers Safety Administration.

**Minutes**

Tina M. Stewart (ODPS-OSHP)

**GUESTS**

Alex Armitage (ODPS-Legal); Major Shawn Davis (ODPS-OSHP); Charlie Norman (ODPS-OBMV); Captain Matthew Them (ODPS-OSHP); S/Lt. John Thorne (ODPS-OSHP); and Dr. Motao Zhu (Nationwide Children's Hospital).

~ Executive Committee Meeting ~

The meeting was called to order at 10:12 a.m. Chair Gretchen Lopez-Martinez, welcomed the executive council members, technical committee members, attendees and guests.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**2022 Charter**

A draft copy of the 2022 State of Ohio TRCC Charter was distributed to all TRCC members prior to the meeting for review and comment. No changes were recommended. The Charter was approved and signed by the Executive Council. *(Attachment 1 – 2022 State of Ohio TRCC Charter)*

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward 2022 Charter to TRCC</td>
<td>Tina M. Stewart</td>
<td>Upon Execution</td>
</tr>
</tbody>
</table>

**FFY 2022 Grant Funding Update**

Chair Lopez-Martinez, provided the council with the preliminary FFY 2022 budget plan. In addition, she provided a brief overview of the TRCC grant structure and current fund balances. For FFY 2022, $5,200,000.00 grant award amount has been granted to the TRCC committee. As it pertains to 405c funds: $899,247.62 from 2017 in funding earmarked for ODOT Intersection Project was returned to NHTSA. In addition, $923,579.46 from 2018 in funding is due to expire by September 30, 2022 and has been submitted to be paid towards the BMV Road Scholar and Court Management System to NHTSA as a Promise Project pending approval. $1,509,308.21 from 2019 in funding is due to expire by September 30, 2023. $1,465,595.33 from 2020 in funding is due to expire by September 30, 2024. Lastly, $1,469,353.27 from 2021 in funding is due to expire by September 30, 2025. The council was encouraged to bring project proposals to the council to improve traffic safety thereby ensuring the expending of NHTSA granted funds. If funds cannot be liquidated by projects TRCC could initiate a promise project and obtain an extension on the funds.
Year in Review (FFY 2021)
Chair Lopez-Martinez, relayed the year in highlights:

- 2021 Ohio Traffic Records Assessment
  Traffic Records Coordinating Committee
  Improvement in electronic submission of crash reports
  Genesis
  Roadway enterprise management system
  Established injury surveillance system
  History of research and evaluation using linked data sets
- Court Technology Upgrades (Citation/Adjudication Core Areas)
- Citation Interfaces with the Courts (Municipal, County, Juvenile, and Mayors)(Citation/Adjudication Core Areas)
- ODOT Intersection Data Collection (Roadway Core Area)
- Road Scholar Driver Training System (Driver Core Area)
- OTIS Optical Character Recognition (OCR) (Citation/Adjudication Core Areas)

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Core Area Updates
Crash  (*Tom Gwinn, ODPS OSHP*)
- Unfortunately, fatalities are up nearly 10 percent YTD 1,294 to last year 1,230 total count.
- The Ohio Uniform Crash Manual Application Project has been completed and has experienced nearly 400 plus downloads of the crash manual. This application can be accessed via smartphone apple or android devices as well as the internet. Positive feedback is continually being received from the users of this application. OSHP is looking forward to seeing improvement in crash data quality due to this project moving forward.

Vehicle and Driver  (*Greg Edwards, ODPS BMV*)
**BMV Online Services**
Remind family and friends many Ohio Bureau of Motor Vehicles (BMV) services can be accomplished online at www.OPlates.com. If customers need to purchase temporary tags for vehicles, renew vehicle registrations, order new license plates, check driving records, or other services, they can take care of these items online from the comfort and safety of their own homes. If a customer must visit a location, they are strongly encouraged to use the "Get in Line, Online" virtual queuing system. This system allows customers to virtually get in line before arriving at the BMV, thereby minimizing the amount of time physically spent at the agency, and keeping customers safe.

**BMV Express self-service kiosks conveniently renew vehicle registrations**
Lt. Governor Jon Husted, Director of InnovateOhio, and Ohio Bureau of Motor Vehicles (BMV) Registrar Charlie Norman, joined representatives from Meijer and Intellectual Technology, Inc. this week to announce the pilot launch of new BMV Express self-service kiosks to better serve Ohio drivers. Featured at nine deputy registrar and retail locations across the state, the new system allows customers to conveniently renew vehicle registrations at self-service kiosks. Several of the kiosks offer 24 hour availability. Allowing customers round the clock access to vehicle registration renewal services. Users will be able to instantly print off their registration card and validation stickers directly from the kiosk. There are presently nine self-service kiosks available with another 10 scheduled to deploy by the end of 2021. For more information, visit https://ohiobmvexpress.com/.

**Online Driver’s License/ID Card Reprint Available**
As of October 3, 2021, a reprint of online credentials will be available as a one-time offering. This option duration spans from the initial issuance through the expiration of the credential. An online reprint is the equivalent of a duplicate issuance through a license agency or an out-of-state duplicate packet. The requestor must certify the previous credential was lost, destroyed, mutilated, or stolen and a separate mailing address can be provided for the reprint. The cost for reprint will be the same as purchasing a duplicate as a license agency. In the case the online duplicate is lost in the mail after issuance, existing rules apply with regards to having the credential remade once or for requesting final mailing or in person pick-up.
Eligibility for Online Reprint
- Credential must have been originally issued on or after 7/3/2018.
- All information on the previous credential must match the reprint so an address cannot be updated and all vision restrictions on file must match the vision restrictions on the credential.
- Current credential cannot be within 30 days of 21st birthday.
- Current driver’s license cannot be suspended, in failure to reinstate status, blocked in CDLIS, PDPS or SPEXS.
- USCIS customers are not eligible for online reprint.
- If CDL, the customer must be self-certified and a current Medical Certification must be on file if category 1.

New Sunrise in Ohio License Plate
A new standard issue license plate “Sunrise in Ohio” will be available for sale beginning December 29, 2021.

The Ohio BMV designed the new "Sunrise in Ohio" license plate with input from Governor and First Lady DeWine, who took inspiration from the Great Seal of Ohio, the state's diverse landscapes, Ohio's past and present innovations, and the state's bold, bright future.

"We wanted Ohio's new license plate to reflect the heart and soul of our state and to encapsulate where we've been, who we are, and where we're going," said Governor DeWine. "The imagery on our new license plate symbolizes what makes Ohio beautiful, unique, and extraordinary."

“Growing up and living in Ohio throughout our entire lives, Mike and I love the Ohio story,” said Ohio First Lady Fran DeWine. “With the new license plate, we wanted to feature Ohio’s beauty, talent, and rich history, while emphasizing with each new sunrise in Ohio, comes a new day and opportunity forward for an even brighter future.”

Road Scholar Project
The impact of COVID-19 and other mandate priorities have delayed this project. Marcy Bernard, is the Project Manager for this Initiative. The Skill-to-Drive (S2D)/Road Scholar project in association with The Registrar’s office has chosen the Dell tablet for this initiative. BMV will be able to purchase smaller and lighter tablets with the grant money avoiding a major upgrade. As a result, this project will begin on the most up to date tablet version. The vendor ITI, has quoted $2,495.00 per unit with a full five year replacement warranty for 265 units. BMV, will place a purchase order for FY22-23 immediately.

Driver’s License Reinstatement Fee Debt Reduction and Amnesty Program

<table>
<thead>
<tr>
<th>Date</th>
<th>Plans Created</th>
<th>Plans Activated</th>
<th>Amount Reduced</th>
<th>Letters Mailed</th>
<th>Rejections Printed</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/21/2021</td>
<td>373,385</td>
<td>54,227</td>
<td>$202,118,149.01</td>
<td>368,633</td>
<td>2,920</td>
</tr>
</tbody>
</table>

Roadway Data (Michelle May, ODOT)
Michelle May, introduced herself as the manager of ODOT’s Highway Safety Program and she will be standing in intermittently until a replacement is hired for Derek Troyer. Derek, has left to the Federal Highway Administration to become a National Expert on Safety. An update will be provided on two projects.

The Intersection Project
This project is important because the state needs to meet a federal requirement particularly for roadway inventory data collection. It is tied to millions of dollars in federal safety funds. It meets the governors’ initiative on intersection safety. It improves ODOT’s ability to do high level safety analysis.

In 2019, ODOT received $2.5M to collect 260,000 very detailed location information statewide. This information included: spatial location, functional class, rural or urban, intersecting roads, turn lanes, geometry, traffic control, AADT, and government ownership.

The information collected allowed ODOT to establish statewide priorities. ODOT, utilized known roadway design, posted speed limits, amount of traffic, etc. then compared intersections safety to similar locations for review and safety investment.

As of today 225,000 data points have been collected statewide and ODOT expects this project to be complete by summer 2022.

The Location Based Response System (LBRS) Project
About eight years ago TRCC provided ODOT funding to sponsor this project. This is the largest collection of standardized roadway centerline and address datasets for all Ohio roads. Helps Ohio meet requirements meet safety analysis and aid counties with emergency response and 911 calls.
Currently, 68 counties are complete and 82 counties have committed to the effort and are under various stages of development. ODOT, is working on getting the remaining six counties completed.

In closing, this project is 97 percent complete in meeting the federal data requirement deadline date of 2026. Thanks to TRCC’s investment.

**Citation/Adjudication  (Gretchen Lopez-Martinez, ODPS OSHP)**

*Citation Interfaces with Courts*

This project was brought about in an effort to ensure courts received electronic citation capability. The following courts were completed during FY2021: Bellefontaine Municipal Court, Cambridge Municipal Court, Campbell Municipal Court, Clark Juvenile Court, Clinton Juvenile Court, Eaton Municipal Court, Lucas Juvenile Court, Meigs County Court, Mason Municipal Court, Miamisburg Municipal Court, Middletown Municipal Court, Sheffield Village, Mayors Court, and Steubenville Municipal Court. Franklin County Municipal Court’s invoice was last month so the work will show completed during FFY 2022.

*Court Case Management System Upgrades Project*

This project proposal is a partnership with the Ohio Supreme Court. The role of the Ohio Supreme Court was to complete the solicitation for court applicants. Then TRCC vetted the applications. Initially, there were 31 courts and seven vendors approved and in contract. The contract was approved for $1M. The TRCC technical committee decided to have a second solicitation for this project to spend down funds. There was a renewed partnership with the Ohio Supreme Court and a second solicitation for court applicants. This process yielded an additional 13 courts that equates to 44 courts that will be interfaced in total in the state and that is huge.

The following courts have been completed during FY2021: Dayton Municipal Court, Lake County Juvenile Court, Mahoning County Court #3, Warren County Juvenile, and Willoughby Municipal Court. Ross County Juvenile, and Youngstown Municipal Courts will be completed during FFY 2022.

*Optical Character Recognition Project  (Keith Church, ODPS OSHP)*

Partially gone into production with this information. Information Technology (IT), has a long way to go with this project. Moreover, IT has lost the developer on that project. Changes have been made to rearrange some manpower around to level set to get this project moving forward. Hopefully, within the next three to six months the project should be completed. A meeting is scheduled in the next couple weeks to make sure IT is on target for what the business area needs to get the scanning project done. 2D Barcode scanning is next on the agenda in addition to object recognition for vehicle inspection once that is successfully completed. IT, will probably migrate that into other areas of the Highway Patrol applications as well as other law enforcements as feasible.

Statistical Analysis Unit (SAU) provided data from 2017-2021 regarding agencies and the number of eCitations processed to date this illustrates the impact of these projects on law enforcement analysis:

<table>
<thead>
<tr>
<th>Ohio Traffic eCitations</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021 YTD</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citations</td>
<td>628,745</td>
<td>643,596</td>
<td>601,846</td>
<td>408,244</td>
<td>432,198</td>
<td>2,705,629</td>
</tr>
<tr>
<td>Agencies</td>
<td>68</td>
<td>104</td>
<td>138</td>
<td>152</td>
<td>156</td>
<td>191</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ohio Traffic Citation Electronic Filing</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021 YTD</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courts</td>
<td>91</td>
<td>103</td>
<td>116</td>
<td>130</td>
<td>146</td>
<td>146</td>
</tr>
</tbody>
</table>

1. 2017 - 2020 represent the entire calendar year.

2. 2021 is YTD from 01/01/2021 up to and including 09/30/2021.

**EMS/Injury Surveillance  (Eric Mays, ODPS EMS)**

EMSIRS Internal Rewrite

2020 Data Submissions

- 870 Agencies of the 1,016 known transporting EMS agencies (85.6 percent) reported data to EMSIRS.
- As of 11/19/2021 there were 1,830,197 EMS runs reported to the system for 2020.

2021 Data Submissions

- 865 Agencies of the 1,009 known transporting EMS agencies (85.7 percent) reporting to the new system.
- As of 11/19/2021 there were 1,768,415 EMS runs reported to the system for 2021.
- The current record submission rate appears to be on target to meet or exceed previous years.
- EMS data uploads to NEMSIS are proceeding regularly.
Outreach Project to EMS Agencies

- The project involves cold calling EMS agencies that have not updated their demographic, contact and medical director information since our new Agency Management system went online and assisting them with creating user accounts to access and update their information.
- In a two month period almost 280 have been successfully contacted and over 100 have successfully updated their profiles.
- The 2020 Trauma Registry Annual Report will be submitted at the next Trauma Committee Meeting for Approval due to COVID-19 delays EMS granted necessary reporting extensions to ensure COVID initiatives were met by affected institutions to ensure quality data ultimately will be obtained.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Open Discussion

Chair Lopez-Martinez, opened the floor to the Executive Council. Director Marchbanks, expressed he has seen an alarming increase in crashes in construction work zones. He stated he was at the Ohio Contractors Associations Winters Conference last week and heard the alarming statistic one out of every five fatalities has occurred in a construction zone in the last year. So, there is serious impetuous in the heavy highway construction industry to pursue some kind of automated speed enforcement. I know that may be controversial, however, when both contractors and transportation employees are dying in contractors’ zones because of speed that is something I am going to take up with Director Stickrath. Chair Lopez-Martinez than ked Director Marchbanks for his comments and asked whether anyone else had anything to discuss otherwise this concludes the executive portion of the meeting.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

~ End Executive Council Meeting at 10:37am ~

~ BREAK ~

~ Technical Council Meeting called to order at 10:45am ~

Review and Approval of Minutes (9/16/21)

The meeting minutes from September 16, 2021 were reviewed and approved.

**ACTION: Motion to approve the September 16, 2021 TRCC Technical Council meeting minutes with two changes.** Keith Church – First. Eric Mays – Second. None – Abstained. None - Opposed. Motion approved.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post approved September 16, 2021 meeting minutes online</td>
<td>Tina Stewart</td>
<td>Following Adjournment</td>
</tr>
</tbody>
</table>

Project Proposal – BMV Knowledge to Drive Testing

The Ohio Bureau of Motor Vehicles (OBMV), presented a project proposal requesting $900,000.00. Rob Fragale, described the two major components of the knowledge to drive project: knowledge (written) test and a skills-based (road) test. Approximately, 700,000 knowledge tests are administered between driver exam stations and participating deputy registrar agencies annually. Currently, knowledge testing is only conducted in-person at available locations. There has been a desire, greatly amplified by the COVID-19 pandemic, to make knowledge testing more accessible via an online testing platform. In conjunction with the expansion of available in-person locations, allowing for tests to be taken remotely via an online platform will not only increase accessibility to the test, but will also significantly reduce the amount of foot traffic and customer congestion at testing stations and participating agencies, thus aiding to slow the spread of COVID-19 pandemic and its ongoing variants. During this initial pilot period, an anticipated adoption rate of 30 percent in the first 12-15 months would result in approximately 210,000 customers electing to take the required testing online. Continual mining and assessment of test results and other data will allow for meaningful corrective or enhancing, measures to be taken if necessary. For instance, identifying trends in areas needing additional emphasis can be relayed to driver training schools. Additionally, knowledge test modifications can be conducted, as necessary, and integrated in a timelier manner. By offering Knowledge to Drive testing, the BMV will greatly expand access statewide to virtually every home computer and smart device. Continuing to collect and utilize both usage and result data will lead to even further traffic safety and service measures. Online knowledge testing has already been adopted...
by a number of other states with satisfactory results. These advancements have only been amplified in response to the COVID-19 pandemic where social distancing has been identified as a key measure in slowing the spread. Implementing online knowledge testing, adding additional locations where in-person testing is conducted (already in progress), and making BMV services more accessible has become a major departmental goal to increase traffic safety awareness, best serve our customers and do our part in mitigating the risk of the COVID-19 pandemic. Implementing an online knowledge testing platform will streamline processes and increase abilities to generate valuable data thus enhance performance measurability. A primary area of interest will be identifying commonly missed knowledge test questions and increasing traffic safety education in those areas through the BMV’s close relationship with the Ohio Traffic Safety Office’s (OTS0) Driver Training group. There are approximately 170,000 first time knowledge testing failures, the BMV hopes to reduce those numbers through both an expansion of in-person knowledge testing kiosks throughout the State (in progress) as well as the offering of knowledge testing through an online platform. The BMV hopes to reduce knowledge testing failures by approximately 10 percent within the first 12-15 months of piloting by analyzing data, identifying commonalities amongst missed questions/problem areas, and providing additional education and guidance on those areas in question. Additionally, this data can be made available to driver training schools for incorporation into their curriculum which will result in more knowledgeable and experienced first-time drivers/testers. Similar to what was proposed for knowledge testing site expansion, in addition to projected first-time failure reductions, performance standards and baselines will be established in other areas of testing where increased productivity will be tracked and evaluated. The BMV projects there will be 700,000 knowledge tests conducted annually costing $892,500.00 with the vendor cost being $4.25 per test administered via online platform. Again, an adoption rate is expected of 30 percent rate for the first 12-15 months. Chair Lopez-Martinez, asked if there were any questions for Rob, regarding this project?

The following highlights some of the questions posed:

Q: Do you anticipate the customer having to pay the $4.25 fee after the first year, and how would that work?
A: The BMV, would have to have legislative authority to make that happen. The adoption rate would be the driver of that decision. From what has occurred in other states the adoption rate has grown to over 50 percent. In that case, if the consumer wants it they most likely would be willing to incur the fee.

Q: How do you know consumers are not cheating?
A: The vendor has a number of safeguards embedded into this program to reduce the amount of fraud.

Q: How many languages is the test available in?
A: Approximately, 10. I’ll have to get the actual number.

Q: Are you going to use this for CDL, or Hazmat certifications? If so, how are you going to proctor?
A: CDL, is an option with this vendor package. However, the initial discussions were for the first-time knowledge test requirements. I don’t see why not. Why exclude them from the option. The idea is to make this test as accessible as possible to anyone who may require it. That, may be an issue. CDL and Hazmat, may need to be excluded for the purposes of the pilot altogether.

Q: Don’t you think that should be spelled out in the parameters of the project proposal to clarify matters?
A: Sure, definitely.

Q: How is data being coded in counties online, in this process?
A: More or less, by making it more accessible. The previous vendor has been absorbed by the current vendor this means the data is available online and in-person at the various deputy registrar and driver exam locations.

Q: Do you have any data on crash numbers on teenagers before/after this type of knowledge-based testing?
A: No. Due the short turnaround timeframe there was no time to reach out to the vendor or other states for that information. It is impossible to eliminate all fraud. However, the processes that are in place are sufficient in reducing fraud.

Q: Is there a way to compare data statistically to let us know how online vs. in-person testers crash results compare over time?
A: Yes, BMV will have to work in concert with Crash and the vendor to establish the criteria to set the parameters to qualify/quantify this data so it can be collected to make this request a reality.

**ACTION: Motion to approve the Knowledge to Drive Project Proposal – Including Data Linkage and Restricting Class D Personnel**


<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare/submit NHTSA proposal</td>
<td>Chair Gretchen Lopez-Martinez</td>
<td>Following Adjournment</td>
</tr>
</tbody>
</table>
FFY 2022 Budget Plan

Chair Lopez-Martinez provided an overview of the projects approved for FFY 2022. See PowerPoint Presentation for more details.

*(Attachment 2 – PowerPoint Presentation)*

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**Review of 2022 Meeting Schedule**

The 2022 TRCC meeting schedule was reviewed and approved.

- February 17, 2022
- April 21, 2022
- June 16, 2022
- September 15, 2022
- December 13, 2022 (Executive/Technical Council meeting)

All meetings will take place at the Ohio Department of Public Safety (ODPS) and will begin at 10:00 a.m. and end at 12:00 p.m. Please note: Date, time and location are subject to change. *(Attachment 3 – 2022 TRCC Meeting Schedule)*

**ACTION: Motion to approve the 2022 meeting schedule.**

Motion Approved.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**TRCC Strategic Plan Annual Update**

Chair Lopez-Martinez, has already sent out information and action plans to core area leads. Please contact her directly with any questions or concerns. The final version will be presented during the April meeting.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide completed draft of update to Chair</td>
<td>Core Area Leads</td>
<td>March 31, 2022</td>
</tr>
</tbody>
</table>

**OLD BUSINESS**

**Current/Pending Action Items**

**BMV Form 2255 Update**

Chair Lopez-Martinez, relayed the BMV has been trying for many years to make the DUI form 2255 electronic. This may become possible with the rewrite of the OTIS Program. This is a citation program the Highway Patrol currently uses.

Background information regarding the BMV form 2255: The form currently is multi-layered long form and in some cases the form is sent back because it cannot be read or it’s sent to the wrong court.

**Open Forum**

Lt. Ryan Furlong, questioned whether the process where the Highway Patrol issues a citation and the BMV produces an abstract could possibly be available to all law enforcement agencies in an effort to make the citation process more efficient. Currently, law enforcement agencies without this process have to bring the handwritten citation to the courts before traffic violators can be processed. IT responded, the answer is not that simple. It depends on the vendor the law enforcement agency must have an MOU through OLEIS and even then they may not offer that option. Lori Tyack, mentioned possibly making the citation into a PDF and then submitting to the court as some courts accept electronic filings in this manner. Lt. Furlong, stated the courts will not accept that option as his agency has tried in the past and it is simply not allowed. Chair Lopez-Martinez, stated she will research this matter and let Lt. Furlong, know her findings.
ACTION: Motion to adjourn.
Motion Approved.

Meeting adjourned at 11:25 a.m.

<table>
<thead>
<tr>
<th>SUMMARY of ALL ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward 2022 Charter to TRCC</td>
<td>Tina Stewart</td>
</tr>
<tr>
<td>Post Meeting Minutes from September 16, 2021 Online</td>
<td>Tina Stewart</td>
</tr>
<tr>
<td>Prepare/submit NHTSA proposal</td>
<td>Chair Gretchen Lopez-Martinez</td>
</tr>
<tr>
<td>Provide completed draft of update to Chair</td>
<td>Core Area Leads</td>
</tr>
</tbody>
</table>

ATTACHMENTS
Attachment 1 – 2022 State of Ohio TRCC Charter
Attachment 2 – PowerPoint Presentation
Attachment 3 – TRCC 2022 Meeting Schedule

~ NOTE: All attachments are available upon request. ~

NEXT MEETING
Thursday, February 17, 2022 at 10:00am
Ohio Department of Public Safety
ODPS Atrium