**Executive Council**

Director John Born (Ohio Department of Public Safety (ODPS); TRCC Executive Council Chair); Director Jerry Wray (Ohio Department of Transportation (ODOT)); Director John Williams (on behalf of Chairman Asim Haque (Public Utilities Commission (PUCO)) and Interim Administrative Director Stephanie Hess (Supreme Court of Ohio).

**Technical Council**

*Jeff Anspach (Buckeye State Sheriff’s Association); *Keith Church (ODPS-IT); Jamie Doskocil, Co-Chair (OSHP); *Dean Fadel (Ohio Insurance Institute); *Jerome Ferguson, Sr. (ODPS-BMV); *Ron Garczewski (Federal Highway Administration (FHWA)); *Brandon Gardner (ODPS-OHS); *Tom Gwinn (OSHP); *Stephanie Hess (Supreme Court of Ohio); *Karen Kadar (ODPS-CJS); *Michael McNeill (ODOT); *Sue Morris (ODPS-EMS); *Jennifer Noll (OARC/MORPC); *Michael Pomesky (Ohio Chiefs of Police Association (OCPA)); *Stephanie Hess (Supreme Court of Ohio); *Karen Kadar (ODPS-EMA); Deputy Joe Kopus (Buckeye State Sheriff’s Association); *Jim Luebbers (ODPS-CJS); Eric Mays (ODPS-EMS); *Michael McNeill (ODOT); *Sue Morris (ODPS-EMS); *Jennifer Noll (OARC/MORPC); *Michael Pomesky (Ohio Chiefs of Police Association (OCPA)); Robin Schmutz, Chair (OSHP); Len Shenk (Public Utilities Commission (PUCO)); Derek Troyer (ODOT); *Lori Tyack (OAMCCC/FCMCC), and *John Williams (Public Utilities Commission (PUCO)).

* Member Agency Representative + Quorum present

### ATTENDEES

### ABSENT

County Engineers Association of Ohio; Federal Motor Carriers Safety Administration; National Highway Traffic Safety Administration; Ohio Department of Health.

Minutes

V.O. Owens (ODPS-OSHP)

**GUESTS**

Brittany Budreau (OSHP); Deputy Brian Bussell (Butler County Sheriff’s Office); P.R. Casey (ODPS-Legal); Tricia Fought (City of Columbus); Major Marla Gaskill (OSHP); Ann Nwosu (Nationwide Children’s Hospital); Deputy Steven Poff (Butler County Sheriff’s Office); Jonathan Ryan (City of Columbus); Richard Schmahl (OIT-MARCS); and Motao Zhu (Nationwide Children’s Hospital)

### ~ Executive Committee Meeting ~

**Welcome/Introduction of Executive Council (TRCC Chair Captain Robin Schmutz)**

The Executive Council meeting was called to order at 10:07 a.m. Chair Captain Robin Schmutz introduced the Council members. (Attendance above).

TRCC Chair Captain Schmutz announced her re-assignment as the new Diversity Officer for the Ohio State Highway Patrol, effective December 10, 2018. Captain Schmutz thanked the TRCC for their input and assistance throughout the years. She thanked Co-Chair Jamie Doskocil for her support and presented a certificate of appreciation for her commitment to the State of Ohio and to the TRCC program.

### ACTION ITEMS

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**2019 Charter (TRCC Co-Chair Jamie Doskocil)**

A draft copy of the 2019 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. *(Attachment 1 – 2019 State of Ohio TRCC Charter)*

**ACTION:** Motion to approve the 2019 State of Ohio TRCC Charter. Director Jerry Wray – First. Director John Born – Second. None – Abstained. None - Opposed. Motion approved.

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<td>Forward 2019 Charter to TRCC</td>
<td>Jamie Doskocil</td>
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FFY 2018 Grant Funding Update (Co-Chair Jamie Doskocil)

Co-Chair Doskocil provided a brief overview of the TRCC grant structure and current fund balances. At the start of FFY 2018, $2.8 million in funding was due to expire by September 30, 2018. Projects approved by the committee in both FFY 2017 and FFY 2018 successfully expended approximately $2.4 million. The remaining $405,250.06 in expiring funds has been carried over and earmarked for the EMSIRS Project for FFY 2019, as permitted by NHTSA.

Year in Review (FFY 2018) (Co-Chair Jamie Doskocil)

Co-Chair Doskocil provided an overview of the projects approved in FFY 2018:

- Five projects were approved by the Council in FFY 2018. Four of the five proposals have been approved by NHTSA. The ODOT OH-GO project is pending NHTSA’s approval.
- FFY 2018 expenditures totaled $2.4 million.
- Project highlights were also provided for the EMS Tablet Project, eCitation Interface Projects, and Crash Reconstruction Equipment Projects.

Co-Chair Doskocil provided the Council with the preliminary FFY 2019 budget plan. $1.8 million in expiring funds will need to be expended by September 30, 2019. Of concern is a recent determination regarding the use of TRCC on equipment projects. Current projects are on hold while the Ohio Traffic Safety Office and the TRCC Chair work with NHTSA on an appeal. If the determination stands, several projects will be negatively impacted (equipment for the collection of eCitation data and various crash reconstruction equipment projects).

The discussion ended with an overview of a few of the major accomplishments in the core traffic records systems (Attachment 2 – PowerPoint Presentation).

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Open Discussion

Director Born thanked the Council members for their guidance and participation. Director Born especially thanked Director Wray for his mentorship over the years. Through the work by the TRCC, data collection efforts have improved and the projects approved by the TRCC are important to the work of reducing fatalities in the State of Ohio. Although Ohio has had the safest roads in history in the last seven years, we are still losing three people a day.

Director Born thanked Captain Schmutz for her four years of hard work as Chair of the Traffic Records Coordinating Committee (TRCC).

Director Born made a motion for Co-Chair Jamie Doskocil to replace Captain Robin Schmutz as Chair of Traffic Records Coordinating Committee (TRCC).

ACTION: Motion to appoint Co-Chair Jamie Doskocil as Chair of Traffic Records Coordinating Committee. Director John Born – First. Director Jerry Wray – Second. None – Abstained. None - Opposed. Motion Approved.

Director John Born requested that the TRCC 2019 Charter be signed before the Executive Council leaves today’s meeting. He then adjourned the meeting as Executive Council.

ACTION: Motion to adjourn Executive Council portion of the meeting. Director John Born – First. Stephanie Hess – Second. None – Abstained. None - Opposed. Motion approved.

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~End Executive Council Meeting at 10:45am ~

~ BREAK ~
NEW BUSINESS

Review and Approval of Minutes

The meeting minutes from September 11, 2018 were reviewed and approved.


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<td>Approved meeting minutes from September 2018 posted online.</td>
<td>V.O. Owens</td>
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Review and Approval of 2019 Meeting Schedule

The 2019 TRCC meeting schedule was reviewed and approved. *(Attachment 3 - TRCC 2019 Meeting Schedule)*

- February 14, 2019
- April 25, 2019
- July 18, 2019
- September 12, 2019
- December 12, 2019 (Executive Council meeting)

All meetings will take place at the Ohio Department of Public Safety (ODPS) on Thursdays and will begin at 10:00 a.m. Please note: Date, time and location are subject to change.

**ACTION:** Motion to approve the 2019 TRCC meeting schedule. Karen Kadar – First. Stephanie Hess – Second. None – Abstained. None - Opposed. Motion approved.

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FFY 2019 Budget

Co-Chair Doskocil provided an overview of the preliminary FFY 2019 budget plan. *(Attachment 4 - FFY 2019 Preliminary Budget Plan)*

She reminded the committee that three project lines are impacted by the current funding hold by NHTSA, totaling approximately $1 million. The committee was advised to go back to their parent agencies and discuss future IT-related projects that may fall in line with the TRCC strategic plan. This will help with future budgeting. TRCC will continue to pay for court interfaces along with OTIS/OLEIS project enhancements. EMSIRS is moving forward with EMS data migration plan. The two-year STRAVA bicycle/pedestrian data project is almost complete.

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Project Proposals

**FARO Software** ~ *(Butler County Sheriff's Office Deputy Steven Poff)* *(Attachment 5 - TRCC Project Proposal and PowerPoint slides – Butler County Sheriff's Office FARO Software)*

Deputy Steven Poff from the Butler County Sheriff’s Office requested funding in the amount of $7,999 to purchase FARO Zone 3-D software which will allow officers to reconstruct and animate crashes. The software will help analyze data collected from devices such as total stations and handheld scanners. This data will be used to understand if speed, view obstructions or intersection design is the issue. The information collected and created will be shared with the Engineer’s office for improvements to roadways and cross walks. FARO Zone 3-D software will enable investigators to move fluidly between 2-D and 3-D environments and enhance the quality of their incident reconstruction, analysis, pre-incident plans and courtroom presentations.

Co-Chair Doskocil offered information on the process for approving and procuring the software if approved by the committee. Due to the length of time needed, quotes are in danger of expiring. As such, the Chair recommended amending the funding request to reflect an “up to” amount. The committee considered a total cost of up to $10,000.
Project Proposals (cont.)

A committee member questioned the annual maintenance cost in the attached quote. Deputy Poff stated that the Sheriff’s Office will pay this cost. Additionally, the items listed on the second page of the quote are not being requested. Jennifer Noll of the Ohio Association of Regional Councils asked if the Sheriff’s Office will be willing to share their data and resources with local partners. Deputy Poff answered “yes.”

After discussion, the committee recommended increasing the request to up to $10,000.00.

**ACTION: Motion to amend and approve funding up to $10,000 to purchase new software to use for crash investigations.** Michael Pomesky – First. Sue Morris – Second. None – Abstained. None - Opposed. Motion Approved.

**OLEIS Contractor** ~ (OSHP TRCC Co-Chair Jamie Doskocil) (Attachment 6 - TRCC Project Proposal)

Co-Chair Doskocil requested $45,000 to hire a contract employee to assist in performing on-site demonstrations, training and general support of the Ohio Law Enforcement Information System (OLEIS) program for the remainder of the FFY2019 grant period. The contract employee will earn $45 per hour with no benefits or travel reimbursement. The contractor’s hours will be monitored in accordance with the Ohio Traffic Safety Office’s current standards.

**ACTION: Motion to approve the funding of $45,000 to retain field liaison contract employee(s) to assist with OLEIS outreach and support.**


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**Core Area Updates**

Core Area leads provided the following updates:

**Crash** ~ (Tom Gwinn, ODPS OSHP):

Fatalities are down 11% with there being 1,126 deaths in 2017 with 1,011 in 2018. The OH-1 crash manual is almost complete and will be on the Public Safety web site soon. Agencies can start ordering OH-1 paper crash forms this week.

**Vehicle and Driver** (Jerome Ferguson, ODPS BMV):

As part of House Bill 336, the Reinstatement Fee Amnesty Initiative, the Ohio BMV is working with local partners to provide information that will assist in fulfilling the requirements of the legislation. This program will run from January 31, 2019 to July 31, 2019 and forms will be available on the BMV web site January 31, 2019.

**Roadway Data** (Michael McNeill, ODOT)

The Google Mapping project is nearly complete between ODPS and ODOT. The TRCC funded the project but was delayed. Agency funds were used to complete the project this year. The Google Mapping tool will be added to the Ohio Trooper Information System (OTIS) and the Ohio Law Enforcement Information System (OLEIS) with the new OH-1 (crash report). The tool will allow location data from a crash to be auto-populated in the OH-1. The tool will leverage ODOT’s roadway data and will help to ensure that roadway naming conventions are used. This should improve accuracy and uniformity of crash data.

An update on the STRAVA bicycle/pedestrian data project was also provided. Nearly all data sets have been delivered and local planning partners are reviewing the information.
(Core Area Updates cont.)

**Citation/Adjudication** *(Co-Chair Jamie Doskocil, ODPS OSHP)*

Franklin County Municipal Court Clerk is still working with Courtview/Equivant on the final stages of the interface project.

Courtview was contacted regarding allowing local law enforcement agencies to file citations electronically with the Clermont County Municipal Court and Franklin County Municipal Court. This will require a second phase to the project.

The remaining funds in the eCitation Interface Project line item and can be used to help build the additional interfaces for these two courts.

Two Mayor’s Courts are in final testing to become part of the OLEIS platform.

**EMS/Injury Surveillance** *(Sue Morris, ODPS EMS)*

Nearly $700,000 was expended on 1,018 Tablet devices for local EMS agencies throughout the State to aid in the timely collection of EMS run data. The project goal is to assist with EMS data-reporting submissions to Ohio Emergency Medical Service Incident Reporting (EMSIRS) and for use with the OHTrac Mass Casualty Incident Mobile Application. There are several EMS agencies recording their emergency runs using paper copies and entering into the system at a later date. EMS collects about 1.2 million incidents each year.

Currently, EMSIRS is maintained by a third-party provider under a contract. The project’s goal is to transition this service back to the Ohio Department of Public Safety (ODPS). Migration of the data and the system’s oversight is believed to improve the accuracy of the data and will provide faster responses to data requests and reporting.

**Data Use and Integration** *(Jamie Doskocil, ODPS OSHP)*

TRCC continues to look for projects to share data. Any project ideas and requests are welcomed.

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**OLD BUSINESS**

**Current/Pending Action Items**

- Approval of 2019 TRCC Charter

**Ongoing Action Items**

- Quarterly reporting on Strategic Plan’s Projects and Objectives. *Program Leads*
- Send requests for NHTSA’s GO Team to Jamie Doskocil, as needed. *All*
- Notify Jamie Doskocil or Tom Gwinn of any staff changes within Law Enforcement and the council in order to keep contact information current. *All*
- Send abstract proposals for the 2019 Traffic Records Forum to Jamie Doskocil. *All*

**Action Items Completed Since Last Meeting**

- Submitted TRCC-approved projects to NHTSA for final approval (OSHP OTIS Scanning Project).
- Emailed “Texting/Emailing While Driving Among High School Students in 35 States, United States, 2015” to committee members on behalf of Dr. Motao Zhu of Nationwide Children’s Hospital.

**Open Forum**

TRCC Chair Captain Robin Schmutz introduced Sergeant Stacy Stidham (OSHP).

Chair Captain Robin Schmutz thanked the committee again for their work and dedication. She also thanked individually the OTIS/OLEIS development team at ODPS for all of the work they have done for the committee and data systems over the years.

Ron Garczewski (Federal Highway Administration (FHWA)) thanked the group for their work on implementing the
federal recommended changes to Ohio’s crash report, the OH-1.

Stephanie Hess (Ohio Supreme Court) asked that they be updated on the eCitation project and apprised of any areas where they can help facilitate.

Jennifer Noll of the Ohio Association of Regional Councils, Michael Pomesky of the Ohio Chiefs of Police Association (OCPA) and Jeff Anspach of the Buckeye State Sheriff’s Association (BSSA) all thanked the committee and Chair Captain Schmutz for their work.

Len Shenk of the Public Utilities Commission (PUCO) stated that the commission will continue working with ODPS ITO to conform their data services to the new OH-1 format.

Michael McNeil of the Ohio Department of Transportation (ODOT) thanked the committee and reiterated the reduction in the traffic fatalities this past year, especially over the Thanksgiving holiday.

Franklin County Municipal Court Clerk of Courts Lori Tyack thanked Captain Schmutz, Jamie Doskocil and the entire TRCC Committee for their great job with TRCC. She also spoke on House Bill 336 and how it offers financial aid for drivers license re-instatement fees to those with suspended licenses.

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**Adjourn**

**ACTION:** Motion to adjourn. Meeting adjourned at 11:57 a.m.


### SUMMARY of ALL ACTION ITEMS

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### ATTACHMENTS

Attachment 1 – State of Ohio 2019 Charter
Attachment 2 – PowerPoint presentation
Attachment 3 – TRCC 2019 Meeting Schedule
Attachment 4 – FFY 2019 Preliminary Budget Plan
Attachment 5 - TRCC Project Proposal and PowerPoint slides – Butler County Sheriff’s Office FARO Software
Attachment 6 - TRCC Project Proposal – OLEIS Contractor

~ NOTE: All attachments are available upon request. ~

### NEXT MEETING

**Thursday, February 14, 2019 at 10:00am**

Ohio Department of Public Safety – Conference Room 1106
1970 West Broad Street, Columbus, Ohio 43223