
Meeting of the State Traffic Records Executive Oversight Committee (STEOC) Meeting Minutes

Date: June 22, 2016

Time: 9:00 a.m. – 11: 30 a.m.

Location: Santa Fe Convention Center, Nambe Room

Purpose: To review and vote on acceptance of the 2017-2019 TRCC Strategic Plan.

17 people in attendance:

Anthony Apodaca, NMDOT

Mike Archibeque, CB Technologies

Keith Bergsten, APD

Jessica Bloom, UNM

Jessica Griffin, NMDOT

Venus Howley, NMDOT

Chief Pete Kassetas, DPS

Clarice Marien, NMDOT

Jimmy Montoya, NMDOT

Lt. John Palmer

Cynthia Romero (for Kyle Thornton),
NMDOH

Lee Rosen (for Tamara Haas), NMDOT

Christie Ross, Consultant

Eric Roybal, NMDOT

Sophia Roybal-Cruz, NMDOT

Mike Sandoval, NMDOT

Greg Saunders, AOC

Meeting participants received copies of the following:

- 1) Meeting Agenda
- 2) Draft copy of 2017-2019 TRCC Strategic Plan

Available at <http://nmtrafficrecords.com/traffic-records-overview/coordinating-committee-strcc/> are copies of the following:

- 1) Meeting Agenda
- 2) Meeting Minutes
- 3) Copy of the 2017-2019 TRCC Strategic Plan (by July 1)

1. Welcome and Introduction

Mike Sandoval

- 1.1 Mr. Sandoval called meeting to order at 9:15 a.m. and thanked attendees for being at the meeting
- 1.2 Meeting attendees introduced themselves
- 1.3 Mr. Sandoval discussed the **STREOC's history**: Ten years ago the TRCC split into two committees, an Executive Oversight Committee and a Traffic Records Coordinating Committee. New Mexico was the first to utilize this model and it has

since been adopted by many states and has become NHTSA's recommended standard.

- 1.4 Mr. Sandoval discussed the role of the STREOC in planning: the goal is to increase the engagement of the committee in developing the strategic plan. This year the time-frame to develop the plan was compressed. The Strategic Plan is due to NHTSA by July 1, 2016. There was an effort made this year to shorten the plan to make it more useful.

2. Strategic Plan Strategy Presentation

Michael Archibeque

- 2.1 Mr. Archibeque explained that CB Technologies was hired to update the 2017-2019 TRCC Strategic Plan. He explained that historically the STREOC has played an important role in improving New Mexico's traffic safety. New Mexico improved its DUI record, for example, from one of the worst in the nation to around 20th.
- 2.2 Mr. Archibeque explained the importance of the traffic records systems, particularly data flow between law enforcement, motor vehicle, the courts, and department of transportation (crash). Injury surveillance is vital in looking at the outcomes and cost of traffic safety.
- 2.2 Mr. Archibeque reviewed the NHTSA recommended **strategic plan approach** which includes the following processes:
 - Define Deficiencies
 - Establish Mission & Vision
 - Establish Goals & Objectives
 - Identify Candidate Projects
 - Prioritize Projects
 - Establish Performance Measures (these are vital to NHTSA; they want to know the return on investment in a state's traffic records system)
 - Identify Funding, Milestones, and Relationships
 - Publish Strategic Plan
- 2.4 Mr. Archibeque explained the 3 TRA ratings: Meets, Partially Meets, and Does Not Meet NHTSA recommendation. The 2016 NHTSA TRA assessment was used as the basis for identifying deficiencies in the current systems.
- 2.5 Mr. Archibeque explained that risks like loss of funding, administration changes, availability of internal resources and technology changes can all impact the ability to complete projects

3. Projects and Funding

Mike Sandoval

- 3.1 Mr. Sandoval said that the state receives around \$400k from NHTSA each year. Much of that money is used for the crash reports database.

- 3.2 There is around \$7 million annually available from transfer funds. In October/ November, the state has to decide how to use that funding. Approximately \$1.8 is available this year for traffic records (or Highway Safety Improvements)
- 3.3 Meeting participants were directed to the funding page (13) for a complete list of projects. Budgets are still being finalized, but approximate amounts for priority projects include the following:
 - TraCS - \$400k - \$500k
 - Roadway traffic monitoring software replacement - \$250k (a recently identified project)
 - AOC – \$200,000 purchase of scanners for remaining magistrate courts
- 3.4 In late September the STREOC members will be asked to identify projects for FY18 utilizing the transfer funds. At that time funds cannot be shifted between projects.

4. Questions

All participants

- 4.1 Mr. Bergsten asked about the status of the registration scan project. Mr. Apodaca said the project is scheduled for completion in September, 2016, following the implementation of Tapestry. RD Donnelly is the vendor. The system currently works but cannot be implemented until after the Tapestry implementation.
- 4.2 Ms. Griffin asked if when goals and objectives needed to be completed. Mr. Archibeque said that the next step is to build project plans to address the goals. The plans would include milestones and timeframes. Mr. Archibeque explained that the five-year strategic planning lifecycle is obsolete. More realistic is a one to two year strategic plan.

5. MOTIONS

1. Motion to approve STRCC Charter changes
Motioned by Mr. Saunders
Seconded by Chief Kassetas
Approved unanimously
2. Motion to approve the 2017-2019 STRCC Strategic Plan
Motioned by Chief Kassetas
Seconded by Mr. Saunders
Approved unanimously

6. Next Steps

- 6.1 Mr. Sandoval said that the next STREOC meeting will be held in September, 2016 at Hotel Santa Fe.
- 6.2 Mr. Sandoval said that Jimmy Montoya will send meeting attendees proxy forms, so that if they cannot attend they can assign a proxy.

