

## Meeting Minutes

<b>Project Name</b>	<b>State Traffic Records Executive Oversight Committee (EOC)</b>	<b>Project Number</b>	N/A
<b>Date</b>	June 23, 2021	<b>Time</b>	10:00am – 12:00pm
<b>Location</b>	Zoom Meeting	<b>Prepared By</b>	Annjenette Torres
<b>Attendees:</b>	Jeff Barela (STREOC Chair), Sophia Roybal-Cruz (STRCC Chair), Kathleen Haney, Brian Preston, Ana Gallant, Chelsea Palmateer, Roberta Vasquez, Chris Osbourn, Thomas Bragan, Joani Vecchi, Tomas Glover, Barbara Penny, Sonia Abeyta, Luis Melgoza, John Siegler, Suzanne Winsor, Roberta Vasquez, Dick Wilkinson, John Baker, Michael Archibeque, Ferdi Serim, Tessah Latson, Annjenette Torres.		

### Agenda Items

*\*Please refer to the following attachments: Agenda Presentation, 3rd Quarter Minutes, Updated Membership Lists*

### STREOC Second Meeting June 23, 2021

	<b>Agenda located in Agenda Presentation</b>
<b>1</b>	<p><b>Welcome &amp; Introductions</b></p> <p>Jeff Barela, STREOC Chair welcomed the members and introductions took place:          Jeff Barela, Director, Traffic Safety Division, New Mexico Department of Transportation (NMDOT)          Sophia Roybal-Cruz, Bureau Chief, Traffic Safety Division, NMDOT          Michael Archibeque, Traffic Records Advisor &amp; Meeting Facilitator, MA Strategies</p> <p>Members introduced themselves by name and agency.</p> <ul style="list-style-type: none"> <li>• Ana Gallant, NMDOT</li> <li>• Roberta Vasquez, NMDOT</li> <li>• Sonia Abeyta, TraCS, DPS</li> <li>• Tomas Glover, Vehicles Bureau Chief, NMMVD</li> <li>• John Baker, NMDOT</li> <li>• Dick Wilkinson, CIO, Administrative Office of the Courts (AOC)</li> <li>• Brian Preston, FMCA</li> <li>• Luis Malgoza, FHWA</li> <li>• Suzanne Winsor, AOC</li> <li>• Tessah Latson, MA Strategies</li> <li>• Ferdi Serim, MA Strategies</li> <li>• Annjenette Torres, MA Strategies</li> </ul>

Presenters and Guests:

- Kathleen Haney, Chris Osbourn, Thomas Bragan, Joan Vecchi, Barbara Penny, John Siegler, and Chelsea Palmateer

Chairman Barela thanked everyone and introduced the new EOC member Brian Preston, State Program Specialist, FMCA. He acknowledged members for their continued participation and their efforts and contributions to the 2021 Assessment. He thanked the MA Strategies team, the module leaders and recognized the NHTSA team for their support and partnership.

Sophia Roybal-Cruz recognized the MA Strategies team, module leaders, STREOC and STRCC members for their work and contributions. She acknowledged the assessors and the NHTSA representatives and thanked them for their professionalism and guidance.

Michael Archibeque thanked everyone and acknowledged the tremendous effort and collaboration that has taken place before, during and after the Assessment.

Agenda approved after a motion was made by Jeff Barela and seconded by Dick Wilkinson.

Meeting minutes approved after a motion was made by Sophia Roybal-Cruz and seconded by Jeff Barela.

All core areas represented with the exception of EMS Injury Surveillance, NMDOH, due to their commitment to handling the health crisis.

**2 Strategic Plan Updates**

Annjenette Torres provided a summary of the updates and edits to the Strategic Plan:

- Appendix 4.3 replaced
- Membership lists updated with new member
- Project Updates
- 2021 Assessment Results

The updates to the Strategic Plan will be distributed to the STREOC members for their review.

Ferdi Serim will send an electronic survey to each member for a vote by June 25, 2021.

Tessah Latson thanked the project managers for their work in updating the current projects. She provided an overview of the Project Tool highlighting the Risks, Benefits, Budgets, Milestones and Performance Measures. Continued refinements will be made to the Performance measures over the next few months. She explained that it is important to keep track of progress in real time and present to STREOC members so they are able to make informed decisions on

funding, sustainability and partnerships moving forward. She used the example of the Bar Code project as maximizing resources and leveraging funding as well as finding funding opportunities down the road.

Michael Archibeque mentioned the link to assessment and aligning milestones with performance measures as well as integration with the Data Management plan.

### **3 Assessment Report**

Kathleen Haney opened by recognizing the coordinated effort from everyone involved and was sure that New Mexico would be pleased with results. She thanked everyone in New Mexico and turned it over to Chris Osbourn.

\*Please see attached presentation.

Facilitator Chris Osbourn explained his role and presented the report as follows:

#### **Question Response Summary**

There were 328 questions and 507 responses. He stated that it was a very organized process and that the assessors were impressed with the results. He commended New Mexico for the significant improvement.

#### **Rating Distribution by Module**

The table showed Meets, Does Not Meet and Partially Met.

Meets had the highest ratings indicated by green and was substantially improved over the 2016 assessment.

Strengths: New Mexico was commended for significant progress transitioning the collection of Crash data from paper to electronic systems.

The new Tapestry system has dramatically improved Driver and Vehicle systems and improved data quality.

The STRCC and STREOC function at a high level and could serve as a model for other states. Participation level of stakeholders throughout the process, introductory and mid-assessment, was impressive. Collaboration was encouraged to continue and he recognized that even during the pandemic we had strong participation.

#### **Change In Ratings**

Most modules saw considerable improvements with notable increases in Driver and Vehicle. TRCC, Strategic Planning and Roadway saw good progress and Injury Surveillance saw increases in both Meets and Partially Meets.

There were overall improved ratings on 75 questions.

He attributed the improvements as a direct reflection of the work over the last 5 years to improve systems statewide.

#### **Modules**

TRCC 16 Questions 12 Meets

Considerations - continue development of data quality and improvement tracking tools based on Data Management Plan. Continue two tiers of TRCC and TREOC and

continue the joint meetings to foster collaboration with new partners.

#### Strategic Planning 11 Questions 10 Meets

Complete Data Management plan to include metrics for each performance measure.

For all modules: Establish specific, meaningful, and measurable performance measures that can be actively monitored and regularly updated across all NM Traffic Records Systems.

#### Crash- 48 Questions 28 Meets

##### Recommendations:

Improve data quality control program for Crash data system to reflect best practices, improve interfaces with the Crash data system to reflect best practices identified in the Advisory and improve the procedures and process flows for the Crash data system to reflect best practices identified in the Advisory.

##### Considerations:

Draft plan for achieving 100% electronic crash data collection across agencies and identify impediments to adoption and how to address challenges.

Continue efforts to develop direct and real-time interfaces and integration with the crash database.

Improve documentation of crash system processes and establish methods to better monitor data quality.

#### Driver- 41 Questions 28 Meets

##### Recommendations:

Improve data quality control program for Driver data system to reflect best practices identified in the Advisory.

Improve the interfaces with the Driver data system to reflect best practices identified in the Advisory.

Considerations are to create a formal comprehensive data quality management program for all driver data to include performance measures.

Conduct trend analysis to help identify and better address changes in the driver data across years.

Display at fault crashes on the individual's driver record.

#### Vehicle 36 Questions 17 Meets

##### Recommendations:

Improve data dictionary and data quality control program for Vehicle data system.

##### Considerations:

Continue to work with MA Strategies to access greater detail on the data dictionary, data entry rubrics and system flows.

Conduct periodic audits of system functions for data accuracy and identify potential system issues.

#### Roadway 34 Questions 3 Meets 21 Partially Met

Recommendations to improve data dictionary and data quality control program.

Considerations are to create a comprehensive enterprise roadway system

documentation. Develop a roadway quality data management program for quality reports to stakeholders and develop formal project plan for inventory system including MIRE FDEs for all public roads.

#### Citation/Adjudication 50 Questions 29 Meets

Recommendations to improve applicable guidelines, data quality control program and interfaces to reflect best practices identified by the Advisory.

Considerations are to continue planning for the inclusion of district courts and tribal courts in the electronic collection and transmission of adjudication data.

Include dismissed or deferred case information in the Tapestry system for the time period or to the extent the information is available publicly by state statute.

#### Injury Surveillance 80 Questions 33 Meets

Recommendations to improve data quality and interfaces with the Injury Surveillance systems to reflect best practices identified the Advisory.

Considerations to use data to support problem identification and program evaluation activities related to highway safety.

Develop standard reports using systems that include information on the extent of injuries sustained in crashes.

#### Data Use & Integration 12 Questions 4 Meets

Considerations to continue working with UNM GPS Traffic Research Unit to expand data integration projects to include more traffic records data sets and data governance through UNM HSC crash trauma registry project, as well as pursue access to citation/adjudication data to expand DWI linkage project.

#### Next Steps

Kathleen Haney emphasized that we need to focus on the increases in Meets and that the Do Not Meets represent the ideal with opportunities to improve systems. She mentioned that the Assessment is not punitive, but gauges where NM stands nationally, as well as how to improve.

Thomas Bragan summarized that the assessment compares a state's traffic records system to the ideal outlined in the Advisory and the goal is to build on the success of the assessment, identify strengths and challenge areas. He recommended that we rank questions to prioritize and plan.

#### GO Teams

For technical assistance, work with Barbara Penny, the NHTSA Regional Program Manager to request a GO Team if needed.

Examples of technical assistance: Strategic Planning, Performance Measurement, Data Integration, Crash Data Improvement Program, MMUCC Mapping.

#### Assessor Information

Kathleen Haney and John Siegler will work with anyone interested in becoming an assessor. For more information on the application process and becoming an assessor, please see the contact information in the attached presentation.

	<p>Kathleen Haney thanked everyone and commended Sophia Roybal-Cruz for her involvement and coordination. She also thanked everyone involved in the assessment.</p> <p><b>Assessment Tracking Tool</b>  Ferdinand Serim presented a comparison of the 2021 results to the 2016 results. He provided an overview of how the tool allows us the ability to take a deeper dive into each component and identify trends.</p> <p>Sophia Roybal-Cruz brought forth the opportunity to engage the TRCC to work with recommendations and partners and consider working with NHTSA by utilizing GO Teams.</p> <p>Jeff Barela stated that this was a valuable learning experience and commended everyone for excellent work. He noted the progress over the last 5 years.</p> <p>Michael Archibeque expressed thanks on behalf of the committees and recognized the entire team. He is excited to see NM make this leap and really strive for becoming a leader in the field. Thanks to NHTSA and the assessment team. He expressed his gratitude to our federal partners as well. He mentioned the insight, knowledge and expertise from the assessors and that the report will be used as a baseline for improvement and best practices. He highlighted a proposal for an architect to implement the integration and development recommended in the Assessment report.</p> <p>Barbara Penny recognized improvements in NM and congratulated everyone, naming Sophia Roybal-Cruz, Jeff Barela, Michael Archibeque and the teams involved.</p>
<p><b>4</b></p>	<p><b>New Business</b>  Sophia Roybal-Cruz mentioned the schedule of meetings for next fiscal year. Consideration of meeting in person and discussion of the possibility of meeting in person next fiscal year.</p> <p><b>Announcements</b>  Michael Archibeque reiterated the importance of the vote on the Strategic Plan updates this Friday.</p>
<p><b>5</b></p>	<p><b>Closing and Next Steps</b>  Jeff Barela proposed the option of hybrid meetings to meet in person and virtually. Tomas Glover thanked the team for their support and guidance during a challenging time with the pandemic and 2021 legislative session.</p> <p>Motion to adjourn was made by Jeff Barela and seconded by Dick Wilkinson. Motion passed and the meeting was adjourned.</p>

<b>Adjourned at 11:45am</b>
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