

MINUTES

1. Opening Remarks & Introductions *(this meeting available on GotoMeeting.. link information at end of agenda)*
  - Dennis Hult MDT-MCS
  - Bill Tuck MDT
  - Mark Keeffe MDT
  - Greg Pierson DOJ-JITSD
  - Art Collins MHP
  - Kraig McLeod MDT
  - Janet Kenny MDT
  - Shawn Hazelton MHP
  - Kathy Wilkins MBCC
  - Lisa Mader OCA
  - Jim DeTienne EMSTS/DPHHS
  - Ed Ereth MDT
  - Michele Snowberger MVD
  - Gina Beretta NHTSA
  - Linda Fisher NHTSA
  
2. Review/approve/edit minutes from March 9, 2016 meeting
  - Approved 3/9/16 minutes
  
3. Financial Statement
  - Bill noted that TRCC will not have an “old money” problem this year
  
4. Action items from last meeting
  - a. Strategic Plan updated – on TRCC webpage
  - b. DPHHS application – need to vote – need to establish performance reporting measures
    - Jim DeTienne gave a quick overview of the EMS application
    - Updated application final amount as \$83,740
    - Kraig McLeod motioned to accept the application, Greg seconded the motion, motion approved
  - c. TRCC Charter update – need to review – need to vote – need to get signatures
    - Charter discussion and edit.
    - New Charter motioned, seconded and approved once signature page is completed.
    - Signature page to visit all signees before next meeting
  
5. Traffic Records Project Updates
  
6. New Business
  - a. MHP application proposal – TS12 Total Stations
    - MHP powerpoint presentation on the TS12 Total Stations
    - Lisa Mader asked a “replacement cycle” question
    - MHP does not have a maintenance contract with current Total Stations in use. The Total Stations come with a warranty
    - Total Stations are not just used for fatal crashes

- Recertifications of Total Station tend to take the units out of service for up to a month, a spare Total Station would be nice
- Uniform equipment agency wide is a desired state of affairs
- Total Station lifespan roughly 5-7 years
- “Supplanting” question arose, NHTSA will investigate this issue.
- The old Total Stations have proven to be robust
- MHP/TRCC will need to investigate
  1. The eligibility of this application
  2. The potential performance measure(s) for this application
  3. MHP’s thoughts on a maintenance contract to support this application

## 7. Around the table

- Lisa Mader
  1. Full Court is a large upgrade, moving forward, working through hurdles
  2. Full Court will transfer form system of 192 databases into a system of one database
  3. There will be electronic reprinting of disposition
  4. Project initially looking to start in Fall of 2016, but not looking at Summer of 2017
  5. The TRCC JCRS project does not look to be starting in FY2016, but will begin, when appropriate, during the Full Court installation.
  6. Courts are currently waiting for 1st quarter activities update from the vendor
  7. TRCC will make adjustments to the JCRS contract to accommodate the later start date, possibly well into 2017
- Kraig McLeod
  1. SIMS is making progress in establish access for several local government
  2. This access to SIMS is being facilitated for the local governments through the EPASS system
  3. SIMS 2015 crash data should be closed and available for use by late April or early May 2016
- Art Collins
  1. MHP will wait for input from NHTSA on “supplanting “ question
  2. Will work on performance measures for the Total Station application
- Greg Pierson
  1. Cal Schock is working with Missoula, and other law enforcement agencies, to facilitate direct electronic transfer of crash data to the MHP database, but there is resistance.
- Jim DeTienne
  1. Excited for the EMS system upgrade
- Ed Ereth

1. The traffic data recording upgrade is moving forward. Reports are being generated and system calibrations are progressing.
- Michele Snowberger
    1. July 11, 2016 – Merlin release -- customer friendly, credit cards accepted
    2. Online renewal process to begin in January 2017
    3. Register to vote is being modified for ease of use. Data from voter registration will be certified by the Secretary of State
  - Dennis Hult
    1. FMCSA – good news – 3 grants merged into 1 – will result in more fed funding but with 15% match
    2. New entrant safety audit combined with safety assistance grant plus \$400,000 funding
    3. Matching funds will be a challenge
    4. Last fall – notice for FMCA grant needs Title 6 safety assurance for 2017 funds - there are questions about need implementation requirements on oversight – the State may want to investigate combining effort on the oversight issue, no hurry though, this decision need by May 1, 2016.
  - Kathy Wilkins
    1. Implementinn grant for web based portal to tie records for arrests statewide - price tag of \$2,200,000 – will know by September 2016
  - Janet Kenny
    1. SHTSS had an impaired driver assessment last week
    2. Review process for FY2017 NHTSA funding underway
    3. SHTSS NHTSA application due June 30, 2016
  - Gina Beretta
    1. Region 10 administrator is retiring
- Next Meeting -- June 1, 2016 -- MDT Planning A conference room, 2960 Prospect Avenue, Helena

**Upcoming meetings in 2016-2017**

- July 13, 2016
- August 24, 2016
- October 5, 2016
- November 16, 2016
- December 28, 2016
- February 8, 2017



TRAFFIC RECORDS COORDINATING COMMITTEE  
FINANCIAL STATEMENT  
WEDNESDAY, APRIL 20, 2016

A	B	C	D
<b>FUNDING:</b>		<b>Oligated</b>	
	<b>405c Funding</b>		
FFY 2015 Carryforward	<b>933,017.38</b>		
	<b>Current Year</b>		
FFY 2016 Obligated	<b>304,832.90</b>		
<b>Federal Funds Obligated</b>	<b>1,237,850.28</b>		

<b>Active Projects:</b>				
		Budget	Expenditures	Balance
<b>1. MDT Traffic Data Management System</b>				
2014		44,395.00	44,395.00	-
CTS# 107874	9.13%	4,053.26	4,053.26	-
	(excluded from 2016 total)	<b>48,448.26</b>	<b>48,448.26</b>	-
Contract: \$175,000				
Indirect: 17,597		130,605.00	9,590.40	121,014.60
TOTAL: \$192,597	MDT Indirect 10.37%	13,543.74	994.52	12,549.22
<b>Project Total</b>		<b>192,597.00</b>	<b>59,033.18</b>	<b>133,563.82</b>
<b>2. Strategic Planning with SWOT Analysis</b>				
2015		14,475.00	14,475.00	-
CTS# 108676	10.37%	1,501.06	1,501.06	-
	(excluded from 2016 total)	<b>15,976.06</b>	<b>15,976.06</b>	-
Contract: \$100,000				
Indirect: 10,370		82,025.00	82,025.00	-
TOTAL: \$110,370	MDT Indirect 10.37%	8,505.99	8,505.99	0.00
<b>Project Total</b>		<b>106,507.05</b>	<b>106,507.05</b>	<b>0.00</b>
<b>3. DOJ WBCR/CTS Trainer 2016</b>				
2016		173,700.00	13,813.32	159,886.68
CTS# 108649	MDT Indirect 10.37%	18,012.69	1,432.44	16,580.25
		<b>191,712.69</b>	<b>15,245.76</b>	<b>176,466.93</b>
<b>4. DOJ/MHP Upgrade JCRS System</b>				
2016		60,000.00	-	60,000.00
CTS# 108650	MDT Indirect 10.37%	6,222.00	-	6,222.00
		<b>66,222.00</b>	<b>-</b>	<b>66,222.00</b>
<b>FFY 2016 Project Totals</b>		<b>492,614.42</b>	<b>116,361.67</b>	<b>376,252.75</b>

<b>Traffic Records Administration:</b>				
		Budget	Expenditures	Balance
Salaries & Benefits		77,014.00	38,719.81	38,294.19
	MDT Indirect 10.37%	7,986.00	4,015.23	3,970.77
<b>Traffic Records Administration Total</b>		<b>85,000.00</b>	<b>42,735.04</b>	<b>42,264.96</b>

<b>FFY 2016 GRAND TOTAL</b>	<b>TRCC Committed Funds</b>	<b>577,614.42</b>	<b>Expenditures to Date</b>	<b>159,096.71</b>	<b>Committed Funds Remaining</b>	<b>418,517.71</b>
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<b>Balance for Active Projects</b>	<b>Uncommitted Balance</b>	<b>660,235.86</b>	<b>Actual Funds Remaining</b>	<b>1,078,753.57</b>
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