



MINUTES

1. Opening Remarks & Introductions

- Dennis Hult MDT-MCS
- Bill Tuck MDT
- Greg Pierson DOJ-JITSD
- Art Collins MHP
- Bob Armstrong MHP
- Janet Kenny MDT
- Jim DeTienne EMSTS/DPHHS
- Pam Langve-Davis MDT
- Gina Beretta NHTSA (phone)
- Linda Fisher NHTSA (phone)

2. Review/approve/edit minutes from April 20, 2016 meeting

- Approved 4/20/16 minutes – addition of Linda Fisher to attendee list.

3. Financial Statement

- Bill gave the financial report. Will add DPHHS-EMS project when contract executed.

4. Action items from last meeting

- a. Revised Charter is in signature phase – will be posted on TRCC webpage when complete.
- b. MHP application proposal – TS12 Total Stations – determined by MDT and NHTSA to be not eligible for funding.

5. Traffic Records Project Updates

- a. MDT Traffic Data Management System – Plan to make all grant related payments to vender, MS2 by state fiscal year end – June 30, 2016

6. New Business – (didn't have a quorum to vote)

- a. MHP Web-based crash reporting application for FFY17 funds. Question from NHTSA – salary is listed in application as “over-time” . Mark will clarify at next meeting. MHP application is for .25FE focusing mainly on the integration of the electronic crash data being generated by 4 larger municipalities not currently electronically transmitted to MHP, as well as supporting WBCR training when/if needed.
- b. FARS support – MDT will apply for a new contract through RFP with USDOT to cover Montana’s FARS analyst costs. TRCC budget of \$15,000 to cover any short-fall for salary.

7. Around the table

- Dennis Hult - Notice for FMCA grant needs Title VI safety assurance for 2017 funds - MDT’s compliance plan is approved and MDT is going to enter into an agreement with MHP, MVD and JITSD to be the oversight agency on behalf of these agencies. MDT will sign assurances on their behalf. There



will be some yearly reporting/audit requirements of the parties involved in the agreement.

- Pam Langve-Davis – Update on the CHSP – the Advisory Committee will meet this week and a status report has been prepared and will be available on the website after the meeting. The Executive Leadership Team (ELT) will meet a 2nd time on July 12. Linda Hull, one of the main architects of Utah’s new primary seat belt law will present to the ELT and also to the Occupant Protection Emphasis Area Team on that day. A top priority of the ELT is that Montana needs a primary seat belt law. Pam also reported on the Billings Safety Summit held May 25. The emphasis areas are Occupant Protection, Impaired Driving and Inattentive/Speeding. Next steps are a draft plan to be presented to the stakeholders.
- Janet Kenny – one day before the Billings Safety Summit, Director Tooley led a press tour to seat belt use in injuries and fatalities with the Trauma team at St. Vincent’s Hospital, a visit to American Medical Response for child safety seat demonstration and interviews and a visit to Hanser’s Towing – one of the main responders to crash scenes in Yellowstone County. Janet also reported that MDT staff is preparing the Highway Safety Plan for FFY2017 which is due to NHTSA on July 1, 2016.
- Next Meeting -- July 13, 2016 -- MDT Planning A conference room, 2960 Prospect Avenue, Helena

Upcoming meetings in 2016-2017

- August 24, 2016
- October 5, 2016
- November 16, 2016
- December 28, 2016
- February 8, 2017
- March 22, 2017
- May 3, 2017
- June 14, 2017



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

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

Active Projects:				Budget	Expenditures	Balance
1. MDT Traffic Data Management System				44,395.00	44,395.00	-
CTS# 107874	2014	9.13%	4,053.26	4,053.26	-	
	(excluded from 2016 total)		48,448.26	48,448.26	-	
Contract: \$175,000			130,605.00	9,590.40	121,014.60	
Indirect: 17,597	2016		13,543.74	994.52	12,549.22	
TOTAL: \$192,597	MDT Indirect	10.37%	144,148.74	10,584.92	133,563.82	
Project Total			192,597.00	59,033.18		
2. Strategic Planning with SWOT Analysis				14,475.00	14,475.00	-
CTS# 108676	2015	10.37%	1,501.06	1,501.06	-	
	(excluded from 2016 total)		15,976.06	15,976.06	-	
Contract: \$100,000			82,025.00	82,025.00	-	
Indirect: 10,370	2016		8,505.99	8,505.99	0.00	
TOTAL: \$110,370	MDT Indirect	10.37%	90,530.99	90,530.99	0.00	
Project Total			106,507.05	106,507.05		
3. DOJ WBCR/CTS Trainer 2016				173,700.00	13,813.32	159,886.68
CTS# 108649	2016	10.37%	18,012.69	1,432.44	16,580.25	
	MDT Indirect		191,712.69	15,245.76	176,466.93	
4. DOJ/MHP Upgrade JCRS System				60,000.00	-	60,000.00
CTS# 108650	2016	10.37%	6,222.00	-	6,222.00	
	MDT Indirect		66,222.00	-	66,222.00	
FFY 2016 Project Totals			492,614.42	116,361.67	376,252.75	

Traffic Records Administration:				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	
Traffic Records Administration Total			85,000.00	42,735.04	42,264.96	

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