

ITRCC Minutes  
October 15, 2007

Attending: John Werthwein-IDOT/DTS, Dan Mueller-AOIC, Jacque Gartshore-AOIC, Mary Collins-IDOT/BIP, Joyce Schroeder-IDOT/DTS, Susan Fitzpatrick-IDOT/DTS, Dan Leonard-EMSC, Mike Stout-IDOT/DTS, Dan Pippin-IDPH, Jessica Baker-IDOT/DTS, Sandy Klein-IDOT/DTS, Sherri Akers-ISP, Mehdi Nassirpour-IDOT/DTS), David Gruenenfelder-UIS, David Racine-UIS, Greg Piland-FHWA, Michael Handley-IDOT/DTS, Jim Garceau-IDOT/DTS, Connie Satlar-SOS/DSD, Mary Ann Paulis-IDOT/DTS, Lori Midden-IDOT/DTS, Kris Minor-SOS, Rob Haley-ISP, JT Coffman-ISP

Conference call: Dan Lee-IDPH, Evelyn Lyons-IDPH, Donna Smith-NHTSA, Abraham Emmanuel-CMMC

Mike opened the meeting by the asking the committee for ideas for new speakers and items of interest for future meetings. He indicated that DTS will help pay for travel expenses for speakers. Donna Smith suggested that after a November meeting, Dick Paddock will have some suggestions—she'll keep us posted.

The minutes were approved by Sandy Klein and seconded by Mehdi Nassirpour.

There was no old business to discuss.

Mary Sue Collins presented the following report on the Safety Data Mart in Mark Kinkade's absence.

The project team has increased the number of refreshes to the Safety Data Mart from once a week to 3 times a week (Tuesday, Thursday, and Saturday). The data mart displays a message that the data is current as of "a certain date".

Some minor report enhancements are also being worked on.

The Data Mart team is primarily working on the IDOT Construction and Financial Data Marts. The Construction Data Mart is close to being ready for User Acceptance Testing.

Issue - Some Districts are upset because they don't have the necessary Excel Add-On to analyze the Safety Data Mart data, i.e. they can't use the data analyzer tool.

Resolution: The solution to this problem depends on CMS adding the Add-Ins to the workstations as most users do not have authority to install software on their machines.

BIP has a clearly defined set of requirements of what's needed to be installed. The process is simple. Each new person who wants access would have to submit a BIP Action Request to BIP requesting access to the Traffic Safety data mart. Current users who cannot use the Data Analyzer Tool should specifically state in a BIP Action Request that they have Safety Data Mart access but cannot use the data analyzer tool. The BIP Action Request should contain the Machine number of the person(s) requiring the Add-ins to be installed on their machines, along with the physical location of the employee/machine.

If District staff has questions, they should work with the Regional IT Managers (RITMs) to get this done.

As long as they are internal users, BIP only has to create an ESR (Enterprise Service Request) for CMS to have the person added to the appropriate Windows group and/or to have the add-ins installed on their machines.

When new machines are built, the add-ins should be part of the normal build. However, sometimes the add-ins are missed.

The problem goes away with Excel 2007; however, IDOT is currently utilizing Excel 2005.

Mehdi asked if the 2006 data is complete or if there are still edits being performed. Mary Ann Paulis reported that the 2006 CIS data is final. She did indicate that data is being added if errors are found, for example, location was miscoded. However, the number of fatal crashes is final.

Abraham Emanuel asked how Chicago gets access to data. Mike Stout will work with Jessica Baker to set this up.

Mehdi gave an update on getting information to link data. There will be a poster session at this week's Engineering Conference in Champaign.

Evelyn Lyons and Dan Leonard have been working on the quick facts for 2004. Dan passed out copies of the completed sheets. These are available on the website. Donna asked that the link to the website be mailed to everyone—Lib will send after meeting. [http://www.luhs.org/depts/emsc/04\\_crash\\_info.htm](http://www.luhs.org/depts/emsc/04_crash_info.htm) is the IDPH site and <http://www.dot.il.gov/trafficsafety/quickfacts.html> is the IDOT site.

John Werthwein reviewed the funding summary for the Section 408 Grant. Discussion was held on a recommended allocation of funding. He is working with our budget staff to determine line items for state appropriation. Mike will also be working with staff to determine allocation. The various state agencies involved provided the names of their staff who need to be involved in the financial/budget discussions.

Sandy Klein asked how far advanced is NEMSIS? Where is IDPH in the process and will they be spending the full amount awarded? Dan Lee replied that the entire \$150,000 will be needed to reach the goals that will bring them into alignment and to implement data quality. Dan explained the choices for choosing vendors for the project. Mike asked Dan to have the IDPH budget staff contact Sandy concerning the funding. On the other two grants, Rich Forshee and Dan Phippen from IDPH will contact Sandy after today's meeting.

Lori Midden mentioned that the Strategic Plan will have to be updated for the next 408 application in the spring. She reminded members that projects not being funded with the 408 allocations will also need to be updated. This will show our general improvement in the area of traffic records. We need progress updates on NEMSIS from Dan Lee, Public Health and MUCC from MaryAnn Paulis, Crash Information Section. Dan Lee reported that he recently executed a contract for updates to the Trauma Registry. Lori asked that

he send the information to Mehdi Nassirpour and then Mehdi could forward the file on to Lori.

Also, regarding the Traffic Record Inventory update, Lori reminded the group that this year we want to have the updates completed by the December 17 meeting. She will contact the appropriate data owners for input if she does not hear from them before the December meeting.

Mehdi suggested that Lori send members the current list which she will do.

Mary Sue asked if we need update on strategic plan as well. Lori will contact specific members.

She also asked if committee could contact us if there they are currently doing something to improve traffic records.

Jim Garceau reported that CIS is going well and after a lot of hard work, has fallen into a normal product release cycle. Errors and enhancements are identified, prioritized, implemented, tested and rolled out to the user community as a product release.

AIS (imaging) functionality is going to be integrated directly into CIS. The Global 360 product will no longer be needed. A small proof of concept has been completed and the team has started analysis and some high level requirements gathering. The current imaging system is very old and the storage hardware is starting to fail more regularly. The upgrade will include a new storage system using standard hard disk drive technologies and a non-proprietary file format.

MCR – development side is going well, the development team is doing integrated system testing of the new version 2 client and is waiting for the new production servers to be commissioned. As bugs are found they are prioritized and the critical ones are fixed and rolled into the client release. The commissioning of the new production servers is proving to be a struggle. Although the servers were on site since January, CMS did not make them available to the application team to load until September 11<sup>th</sup>. The environment and configuration was changed and the application team was given no advanced warning of any of the configuration changes. That put a tremendous amount of pressure on an already tight timeline. There is also no one left from the original team that set the current servers up years ago, so there is nobody with a knowledge of how things were originally set up. DTS brought in a resource to dedicate to the process of loading and testing the application software but it is still a struggle to diagnose all the system problems that are being discovered. Jim gave several examples of the technical problems the load team has been experiencing. The load team sends out a daily status communication to DTS, BIP & CMS leadership so everyone is aware of the work progress, issues and timeline. The commissioning has to be done by the end of October, so the end users can beta test on the new servers in November and go live the first part of December (before the holidays). The load team is very frustrated.

Jessica Baker reported on crash entries: Data entry is working September 07, Location is working May 07 and the SR Unit is working July 07.

Human Factors: Mehdi reported that NHTSA needs the final disposition of hireback final report. This requires information from ISP Funding source is tied to types of citations.

He selected a sample and sent to Sherri Akers for updating. Some data is missing and he has contacted AOIC to get more information. Mehdi needs to get the missing information to finish the reports.

ISP 408 project is very important to statewide tracking reports.

Information Systems: Mark Kinkade has been doing double duty due to staff departures so he's been extremely busy. However, he plans to hold a meeting soon since Illinois now knows the results of the FY 2008 Application Section 408 Fund

Data Quality: Mary Ann Paulis reported that the IDPH project to implement an Electronic Death Registration System (EDRS) is progressing. They still have a target date of 1/1/2008 to implement a pilot in selected counties.

IDOT currently employs 153 on line edits (data validations) & business rules (consistency checks) to ensure data quality. And run numerous queries and reports to check data. With 408 funding, we plan to work on a more formal set of Data Quality metrics.

Mary Ann sent Mike Staggs the list of (125) people who have access to the "External" Safety Data Mart.

Meeting adjourned at 10:00 am.

Next meeting will be December 17, 2007, DTS Annex, 4<sup>th</sup> Floor Conference Room.