



# Maryland Traffic Records Coordinating Committee Executive Council Meeting Minutes

## Meeting

<b>Title</b>	TRCC Executive Council Meeting		
<b>Date</b>	20 November 2014	<b>Time</b>	1:00pm – 3:00pm
<b>Facilitator</b>	Jackie Milani	<b>Recorder</b>	
<b>ON-LINE Connection</b>	GoToMeeting® <a href="https://global.gotomeeting.com/join/867049189">https://global.gotomeeting.com/join/867049189</a>		
<b>Location</b> Maryland MVA Headquarters Building A, 2 <sup>nd</sup> Floor Room 200 Conference Room 6601 Ritchie Highway Glen Burnie, MD 21062	<b>PHONE Connection</b> Dial +1 (636) 277-0130 Access Code: 867-049-189 Audio PIN: Shown after joining the meeting Meeting ID: 867-049-189		

## Agenda

#	Subject	Presenter
1.	Welcome/Approval of Minutes	Milt Chaffee
2.	Administrative Update Year in Review - Shared tracking tool to monitor yearly progress  Information Exchange between Councils - Information exchange between Executive and Technical Councils is being encouraged - As matters emerge they will be tracked and managed accordingly	Milt Chaffee Jackie Milani Milt Chaffee
3.	Old Business Voting & Membership -Information collected from members for both.  Assessment - Traffic Records Assessment process will be completed by Dec. 8 <sup>th</sup> - More to follow regarding participation at event to share results. - ATSIP International Traffic Records Forum - -Maryland presence with MHSO Grantees from Washington College and NSC in attendance. Two Scholarship recipients also participated.	Milt Chaffee          Tim Kerns
4.	New Business Traffic Records Strategic Plan - Planning Process scheduled - Steering Committee named  Forum Planning Committee	Milt Chaffee



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	- Steering Committee formed	
5.	<b>Policy Updates</b> - This will be a new component added to meetings - Members are encouraged to discuss pertinent Traffic Records System Topics	Milt Chaffee
6.	<b>Technical Council Update</b> - Group has continued to meet at planned - Membership continues to be updated - New procedures are running well	Technical Council Co-Chairs: Deidra Parish & Captain Danielle Bradshaw-Lee
7.	<b>Tri-Agency Council (MSP, SHA, MVA)</b> - Brief discussion of the follow-up with Baltimore City and Delta Plus platform	
8.	<b>Updates</b> - No Reports	Charter Members
9.	Open Discussion	

## New Action Items

<i>Items in RED are due ASAP!</i>				
#	For Action	Status	Owner	Target Date
AI-001				
AI-002				

## Closed Action Items

	Action Complete	Status	Owner	Date
AI-001				

## Future Meeting Dates

#	Meeting	Date	Time
1.	Traffic Records Assessment Read-Out & Thank You Reception	December 8, 2014	
2.	Executive Council Meeting	February 19, 2015	CANCELLED
3.	Executive Council Meeting – Traffic Records Forum	TBD - June	TBD
4.	Executive Council Meeting	August 20, 2015	1:00pm-3:00pm
5.	Executive Council Meeting	November 19, 2015	1:00pm-3:00pm