SHSP: Data Team
Meeting February 2, 2012
Mary Spicer, VTrans

DRAFT 2 02/06/2012

•**Attendees:**

Mary Spicer, VTrans	Josh Harless, VTrans IT	Mario Dupigny-Giroux, VTrans
Mandy White, VTrans	Jason Charest, CCMPO	Kathy Codling, DMV CVE
Bob Thigpen, DII	Susan Clark, VTrans	Kevin Marshia, VTrans-SHSP Core
Nancy Avery, VTrans Safety	Jake Elovirta, DMV CVE	Tom Fields, GHS LE Liaison

•**Meeting purpose:** View progress to-date on the research of the public model and the data analyst "cube" tools. Josh Harless to present for VTrans IT.

•**Summary of Meeting notes:**

Kevin gave a briefing on the activities of the other focus groups and the progress of creating a safety coalition (aka safety alliance) in Vermont.

> All groups are very active. The Outreach group is looking to clean up the SHSP web site (to include a more efficient way to update the stats on the opening page) and also looking to compile a Highway Safety calendar of activities throughout the state.

> Also, Kevin has been working to get executive support for a safety coalition group in Vermont. This would increase private sector involvement and help guide the SHSP. Appears that there is support throughout.

> Data will continue to be very important in supporting initiatives and showing performance results.

Public crash query tool, Michigan model, Josh Harless:

> The Michigan model was used as an example of what we could do.

> We would have to identify what data items would be available to the public as well as what data years. **Do we go with a sliding 10 years of data? Or, do we just start with 2002 and add on each new year?**

> Charting and maps are a part of the Michigan model. We would also want these options in our tool. Map has street view via Google. **Is there a cost to use of Google for mapping feature?**

> Map feature can print directly or save to a file (such as PDF).

Help feature is provided.

We would tailor our own queries.

We will need real time (as of yesterday) reporting. Static data for only calendar ending years will not suffice. We anticipate users to want the data to reflect what is happening "now".

Data disclaimer will be needed to clarify that data in most current year will be "data as entered as of xx/xx/xxxx". Or, something more generic like "XXXX data pending finalization" or ????

Print query filter and "data as of" date on any map created.

Data Analyst tool, VTrans built "cube", Josh Harless:

The "cube" is built so that the file is in MS Excel and provides for some reduction in mouse clicks on fields.

How to assure that the date returned is what the user wanted? How to avoid user getting "weird" data returns?

We would need to be able to add the query creator's notes to a table/chart/map. (User specific notes would be necessary, such as information in mid-year reporting or other query specific information and query creator.)

The "cube" tool can be available to outside VTrans via Citrix. User accounts would have to be created and maintained at VTrans.

Training would be necessary.

Jake inquired as to the capability to import or layer other data into the tables. Jake is interested in taking the crash data and pulling in commercial vehicle information (such as inspection information) from his database.

> If two different databases, we need to identify a common field as the common link. (Would not necessarily have to be the same exactly named field but it would have to be the same data value, in order to map crash dbase field to field in Jake's dbase.) Josh indicated that this could be done.

All agreed that if there was any way to further automate the "cube" tool that it would prove helpful to the users.

A discussion ensued regarding user levels of the "cube".

Initially, it was discussed that creating 3 levels might be useful: "super users" (such as Mandy, Mary and Sally), mid level (such as Nancy and Mario and possibly Jason) and a commercial vehicle level (Jake, Kathy, and Joe). However, after further discussion it was apparent that a "super user" level in the "cube" would be a duplication of the reporting/analysis tools already available in the Crash system at VTrans. Mary, Mandy and Sally (via Citrix) already have access to these tools.

Final determination: create two levels in the "cube" for 1.)mid-level users and 2.)for commercial vehicle enforcement folks.

CONCLUSIONS
•User levels:
Public tool-- Jason, Kevin, Tom Fields and law enforcement.

Cube tool:
Mid level—Nancy and Mario D-G.
Commercial vehicle—Jake, Kathy, and Joe.

"Super Users"—Mary, Mandy, and Sally will continue to use the existing crash tools housed at VTrans.

•Identify data needed at all levels: Public and both "cube" levels.
The team was tasked with identifying what data they feel should be in which tool level. Everyone can provide their feedback, but information from identified users above in each of the specific levels is needed. **Mary to send out an email to everyone requesting information as DRAFT due to her by February 17, 2012.**

Josh will return what he thinks we want and we need to review and let him know our thoughts.

●**Brief discussions:**
There should be a dashboard feature.

Performance measures drive everything. Can performance measures be built into the application?

•**How does this all get done?**
--The "cube" will remain as a project w/in VTrans IT. Josh will continue to build this tool.

--**Kevin will be contacting the UVM Transportation Research Center (TRC).** We need to determine if the TRC has the resources to build the public query tool.

If the UVM TRC indicates that they cannot build the public query tool (or cannot in a timeframe that is agreeable to SHSP), then the RFP process is the next step.

Either way we go (UVM's TRC or advertised RFP) we will need to compile a list of task/deliverables as well as all the requirements of the system and how it should be built, from what it will look like to what programming language it should be built on (Josh…need your help here), to the documentation to be provided. We will need everyone's input on this.

The tool will be built and then handed over to VTrans IT, who will maintain and support it thereafter. A meeting will be set up with VTrans IT managers to confirm their support of this plan. **Kevin to schedule a meeting to include Mary, Josh, and Shawn Nailor (VTrans IT manager).**

--Current funding includes a 408 grant and SHSP. However, Jake indicated a possible source of funding for the data link to his dbase for the "cube" commercial vehicle level.   Jake to look into this.

Action Items:

Mary to send Josh the invite for the next SHSP core group meeting to be held on February 9th. Kevin wishes Josh to provide a brief overview of the public query tool model.

Do we go with a sliding 10 years of data? Or, do we just start with 2002 and add on each new year?

 Is there a cost to use of Google for mapping feature?

Data team members to provide Mary with their input as to the data needs of the public query tool. Team members specifically identified as a "cube" level user also need to provide to Mary their data need list.

> **Mary will send out an email to everyone in the Data group requesting this information as DRAFT due to her by February 17, 2012.**

In the case of the commercial vehicle "cube", DMV CVE folks need to identify the information in their dbase they wish to layer with the crash data and also provide the data fields they can use as the link between the two dbases. (What field in Crash relates to the field in their dbase?)

Kevin will be contacting the UVM Transportation Research Center (TRC) as to their ability and availability to build a public query tool.

Kevin to schedule a meeting to include Mary, Josh, and Shawn Nailor (VTrans IT manager) to confirm VTrans IT's support of the both the public query tool and the "cube".

•Next meeting: Not scheduled. Will await information from group and findings from Kevin.