

**RECOMMENDATIONS FOR GUIDELINE AREA 1A  
STATE PROGRAM PLANNING  
(\*\* Priority Recommendations)**

**Recommendations are presented State-by-State, with the State's initials listed after the recommendation, and also the year of the Assessment if that State had more than one Assessment, e.g. IN02 means Indiana, 2002.**

**1. GOVERNOR'S HIGHWAY SAFETY PROGRAMS OFFICE/COMMISSIONS (development, interaction, coordination, leadership, planning, etc.)**

- \*\* Restructure the Coalition Against DWI and Alcohol Abuse to become the Governor's Commission on Traffic Safety. It should consist of a chairperson, an executive board, and the operating committee. The executive board should be made up of State officials whose departments are involved with impaired-driving issues, designated representatives of the State House and Senate, and the Chief Justice or a designated representative. NM91
  
- \*\* The newly restructured Governor's Commission on Traffic Safety should expand on the work of the State's coalition report and take into account the State's Section 410 program and its Highway Safety Plan when developing an overall DWI plan for New Mexico. NM91
  
- \*\* Create a Governor's Commission on Alcohol and Traffic Safety to facilitate cooperation and coordination among programs. It should consist of executive committee (cabinet level officials; government highway safety representative; designated reps from legislature and judiciary); Operating Committee (comprised of State and local government representatives and members of community). Commission should expand on the recommendations of the Connecticut Impaired Driving Assessment. CT93
  
- \*\* Continue to enhance the identity of the Bureau of Transportation Safety as the strong voice of positive change regarding impaired driving. WI
  
- \*\* Continue to seek and encourage State and local input into the Highway Safety Plan development process. WI
  
- The Governor's Highway Safety Program should continue serving as West Virginia's lead agency in highway safety program planning, coordinating, education and information. WV93
  
- The Governor's Highway Safety Program is encouraged to continue its leadership in developing highway safety initiatives. NC95

**2. STATE GOVERNMENT/AGENCY REORGANIZATION**

- \*\* Strengthen operation of the Governor's Council on Impaired and Dangerous Driving Advisory Board. Form a Program Operations Committee to increase coordination of varying programs. Standing committees should include Law Enforcement Prevention; Public Information and Education; Youth; Treatment; Prosecution/Adjudication; Driver Licensing; Emergency Response and Roadway Safety. IN01
  
- \*\* Elevate the Traffic Safety Bureau so that its Chief reports directly to the Secretary of Highway and Transportation. NM95

- \*\* Traffic Safety Operations Office should be elevated within Texas DOT to division status to provide for more effective and comprehensive traffic safety program planning and implementation of Texas impaired-driving countermeasures. TX
- \*\* Appoint the Secretary of Safety and Security as the State's Governor's Highway Safety Representative. OK
- \*\* Elevate the Oklahoma Highway Safety Office currently in DPS and have the Director of OHSO report directly to the Secretary of Safety and Security. OK
- \*\* The Oregon DOT should ensure that organizational changes made within the department do not degrade the effectiveness of the traffic safety programs. OR
- \*\* The Transportation Safety Section should make every effort to maintain its identity as the focal point for highway safety activities in the State; and, ensure they are specifically identified in all promotional printed material as well as on all news releases and media campaigns. OR
- Maintain the current position of Office of Traffic Safety within the State government hierarchy in order to retain current emphasis on traffic safety issues in general, and DUI of alcohol and other drugs in particular. CA
- Responsibilities for the Traffic Safety Operations (TSO) Division and the districts should be more clearly spelled out as they relate to traffic safety programs. Clarity in roles should give the TSO the ability to provide clear direction to and oversight of the Traffic Safety specialists in the impaired-driving area. TX
- Responsibility for Traffic Safety Operations Office's impaired-driving programs should be handled by one director. TX
- Traffic Safety Operations Office Division Director (under recommended structure) should be designated as State's Highway Safety Coordinator. TX
- Expand the authority and make-up of the current Traffic Safety advisory committee to become a policy advisory board reporting to the Secretary of Highway and Transportation and the Governor. NM95

**3. COORDINATED APPROACHES TO STATE PROGRAM PLANNING (intergovernmental, government/public partnerships, etc.)**

- \*\* Office of Traffic Safety should convene a statewide policy group consisting of upper level management from State agencies that are involved in reducing the impaired driver problem in Colorado. This group should be chaired by the OTS Director and should meet as needed to discuss and solve the problems and close the loopholes that are created by a "shared responsibility" system. The true policymakers be active in the group and the responsibility not be delegated to non-policymaking members of their staff. CO
- \*\* Alaska must take a coordinated, comprehensive approach involving executive, legislative, and judicial decision makers. AK
- \*\* By Executive order, the Governor should create an interagency DWI working group that would consist of representatives from all State agencies, divisions or sections involved in alcohol and DWI prevention programs. AK

- \*\* Office of Transportation Safety (OTS) should include the Law Enforcement Assistance Fund prevention projects that are funded by the Alcohol and Drug Abuse Division (ADAD) in the Highway Safety Plan. This should result in closer planning coordination between agencies at the project development stage rather than waiting until implementation. Joint problem identification processes should also be initiated to increase the likelihood of prevention programs being coordinated with LEAF enforcement projects. CO
- \*\* Expand the role of the Safety Web Action Group within Wisconsin DOT to oversee the development and implementation of a comprehensive Impaired Driving Plan for the State. This plan would include input from ALL players and should have a PI&E component to it. WI93
- \*\* The local commissions need to be closer partners with Office of Traffic Safety in the development and implementation of the State's Impaired Driving Plan. OTS should take a lead role in developing these local commissions as a key advocate for implementation of the State's Impaired Driving Plan. WI93
- \*\* Strengthen the County Master Plan concept by requiring an increased level of involvement by all agencies represented on the Governor's Policy Council. This should include linking funding decisions by State agencies to participation by local grant applicant in the Master Plan process. CA
- \*\* Activate the Safety Management System Coalition. OK
- \*\* Formalize planning meetings so that interested parties are aware of timeframes for submitting recommendations or project proposals. MT
- \*\* The GHSP should assume the leadership role for DUI program planning and be the primary focal point for coordinating all DUI statewide activities. WV
- \*\* Implement the '91 Assessment recommendation to develop a statewide DWI plan which should take into account the State's Highway Safety Plan, the state's Safety Management Plan, the state's Injury Prevention Plan, the Local DWI Grant Program plans, the Community DWI Prevention Plans, and the State's Substance Abuse Plan. NM95
- Increase State and local involvement in the development of the statewide impaired-driving program by involving other disciplines representing prevention, treatment, education, adjudication, legislation, insurance providers, etc. DE
- Create an informal review process for local community highway safety professionals and volunteers to provide input concerning the design, content, dissemination of future campaigns and programs to insure the diverse needs of the Commonwealth's citizens are being met. VA
- Develop a more formal method to ensure that all needed perspectives are represented on the HSPC and that appropriate new members are courted and brought to the table. VT
- Expand the membership of the Vermont DUI Interagency Work Group to include members of the Legislature, the Judiciary, the Vermont Agency of Transportation, the TRCC, and appropriate private partners. VT
- Work with the National Sheriff's Association or Missouri Sheriffs' Association to increase involvement in traffic enforcement and training. MO

- Continue to increase partnerships with other agencies and groups including MO State Water Patrol, Department of Economic Development, Division of Motor Carriers and Rail Safety, schools and others to share the messages, resources, activities. MO
- Consideration should be given to adding the DMV, the Department of Insurance and other agencies that represent private-sector interests to the Governor's Policy Council so that a more complete representation of the agencies involved in the alcohol program area can be achieved. CA
- Look to expand existing coalitions or create new ones that could become Safe Communities. MO
- Develop a working relationship with RIDOT Traffic and Safety Management and Planning Divisions to better use technical resources and work toward integrating the State's transportation safety planning process. RI
- The Governor's Executive Steering Committee on Drunk and Drugged Drivers should serve as a Statewide coordinating body. It should be expanded to include a subcommittee structure to address not only enforcement but also prevention and deterrence issues. MD91
- The Interagency DWI working group should be chaired by the Administrator of AK Highway Safety Planning Agency who is designated as the Governor's Representative for Highway Safety. The group would ensure a coordinated approach to planning, implementation and evaluation of impaired-driving activities. AK
- Office of Traffic Safety should consider having local judges, victims, server representatives, and other public and private groups serve as ad hoc members of these local commissions. WI93
- The Traffic Safety Bureau needs to focus more time and effort on cultivating and maintaining closer working relationships with those organizations that are key players in solving New Mexico's DWI problem. NM95
- Use the Annual Traffic Safety Action Plan as a program reference document for traditional and new partners. This format should include data analysis, performance measures, performance goals, performance objectives, planned countermeasures and a legislative update. IN01

#### **4. PI&E EFFORTS**

- \*\* Identify within the statewide DWI plan a section addressing the State's PI&E efforts in combating the DWI problem. NM95
- \*\* Expand PI&E efforts so that partners, in addition to the OHS, publicize and emphasize impaired driving efforts at the State and local levels. DE
- \*\* Expand Interagency Policy Level Group by adding a PI&E specialist. NM
- Expand the portion of the "Highway Safety and Performance Plan" devoted to the Public Awareness Campaigns to fully describe the various public information and education activities being conducted by the various contractors and not-for-profit organizations. NM
- The GHSP should develop a PI&E plan and strategy to regularly inform all participants, including the public, about DUI issues. WV

- Re-emphasize and re-energize impaired-driving PI&E campaigns. DE
- Add a public information and education specialist to the DWI Interagency membership. NM
- Publish a newsletter to inform partners of the activities and decisions of the Highway Safety Policy Council (HSPC). VT
- The GHSO should contract for services, such as PI&E campaigns and Network of Employers for Traffic Safety (NETS). TN
- Develop a PI&E plan for encouraging public support for improving impaired-driving programs in Wisconsin. WI
- Use Council's Internet site as an opportunity to increase PI&E and program coordination efforts. Also included should be a list of traffic safety events occurring throughout the State, training opportunities, available documents and links to other partners. IN01
- The newly restructured Governor's Commission on Traffic Safety's overall DWI plan for New Mexico should address the State's PI&E program for impaired-driving. NM91
- The Division of Highway Safety should work to develop a statewide enforcement and media plan for impaired-driving enforcement. CT00
- The Division of Highway Safety should continue to improve their Internet site to increase PI&E efforts, including links to other partners. CT00

**5. CRASH/IMPAIRED DRIVING DATA (access, usage, validity, etc.)**

- \*\* GOHS should convene a traffic records advisory group to develop a statement of data needed for improved data analysis, problem identification, communication, program monitoring and evaluation. AZ
- \*\* Develop a data-driven problem identification process as the basis for the State's highway safety plan using the assistance of a qualified data analyst or university with statistical and preferably human behavior expertise. RI
- \*\* Provide impaired-driving data to local groups and partners for analysis and recommendations on current and innovative strategies to combat impaired driving at the State and local levels. DE
- Ensure all partners, including those at the local level, have access to highway safety data systems generated by the State systems. DE
- Improving traffic records data resources and facilitating access to that data by local agencies and organizations is critical in order to improve the quality of problem identification and the measurable impact of targeted countermeasure activities. Improvement in determining actual cost benefit of program activities will aid in gaining public support for continued funding of programs. ND
- Establish a more timely and complete crash data system. VT
- Enact legislation to mandate reporting of all crashes to single agency. MT

- Tennessee, in cooperation with local agencies, should develop a DUI/DWI tracking system to enable the collection for all violations. TN
- Tennessee, in cooperation with local agencies, should develop a uniform traffic citation. TN
- Tennessee should develop an offender-based court tracking system. TN
- Post county profiles on the Internet for access by partners and others interested in traffic safety. MT
- Develop city and town-level profiles for use by the communities. MT
- Incorporate the use of both fatality and injury data in the development of performance measures. RI
- Advocate for changes to the electronic crash reporting system that will assure more complete reporting of alcohol-related crash data. RI
- Encourage electronic data gathering and transfer between all stakeholders of crashes, citations, and DWI information. MO
- Assign a team to examine and make recommendations to improve the uniformity and timeliness in reporting DWIs. MO
- Continue Office of Traffic Safety process of improving timely and credible data to all users in the State. MN03
- Continue to support the development of the State's CODES project and begin using the data in the State highway safety plan development process. RI
- Efforts should be made to make crash data available for problem identification on a more timely basis. CO
- Improve the editing process for non-fatal crash records. MI
- The accident and driver record data must be validated so that all elements of the system can have confidence in implementing programs based on the data used in the planning process. MT94

## **6. SAFE COMMUNITIES TEAM DEVELOPMENT**

- \*\* The Alaska Highway Safety Planning Agency should begin efforts to establish local groups that will focus local efforts toward impacting the DWI problem in their communities. AK
- The TSP should continue to aggressively support and develop safe communities teams throughout the State and reservations. These safety partners provide the necessary link for developing local comprehensive injury prevention and control, especially in the problem areas of impaired driving and occupant restraint use. ND

## **7. STATE DWI TASK FORCES**

- \*\* The Governor's DUI Task Force should be made permanent. MT94
- \*\* By Executive order, the Governor should create a Governor's Task Force on Impaired Driving that would consist of representatives from private industry, advocacy groups, prosecutors, Departments of Public Safety, Health

and Social Services, Corrections, Transportation and Public Facilities, ethnic groups, youth and local government. AK

- \*\* The Repeat Offender Task Force should evolve into an Impaired Driving Task Force and be charged with oversight of the repeat offender recommendations and any new initiatives that come from the Impaired Driving Plan, the Wisconsin Impaired Driving Assessment, or the Task Force itself. WI93

- \*\* Continue the Governor's Statewide DUI Task Force. GA

- \*\* Implement the Governor's Task Force on Impaired Driving as proposed by the GHSO and the OSHP. OH

- The State Impaired Driving Task Force should be reactivated with new appointees and be charged with reviewing and considering the implementation of the recommendations contained in the North Dakota Impaired Driving Assessment for 2001. ND

- Office of Traffic Safety should continue its involvement with the Minnesota DWI Task Force and the DPS DWI/Impaired Driving Discussion Network committees. MN95

- Continue Office of Traffic Safety involvement with the Minnesota DWI Task Force. MN03

- The Governor's Task Force on Impaired Driving should identify problems, set policy and direct the resources of those involved toward reducing the impaired-driving problems in Alaska. AK

## **8. ALCOHOL FORUMS**

- \*\* Give the Alcohol Issues Forum the responsibility for developing a coordinating council. MI

- The DLTS should consider conducting a Traffic Safety Summit/Alcohol Forum. The forum is designed to discuss the current status of activities, problems, and potential solutions to reduce the incidence of impaired driving in the state, and to improve the understanding of the public and policymakers around complex issues that affect impaired-driving behavior. The forum has been used successfully in several other jurisdictions. ND

- Use the Alcohol Forum as an opportunity to select several assessment recommendations deemed a priority to the council and establish workgroups from a variety of existing and new disciplines to initiate discussions towards fruition. IN01

## **9. BAC TESTING**

- \*\* Enact qualifying 0.08 BAC legislation to comply with Federal regulations in order to obtain Federal funding. CT00

- State should consider adopting a requirement that all drivers (both deceased and surviving) involved in a fatal crash submit to a test for alcohol and other drugs. Without these data, the likelihood is that the actual alcohol involvement in fatal crashes is under-reported. This is essential to have accurate data to measure countermeasure effectiveness.

ND

- The GHSO should establish a staff position as a coroner's liaison to work directly with the coroners to increase the testing of fatally injured drivers and the reporting of test results to the Bureau of Motor Vehicles. OH

#### **10. FUNDING RESOURCES/ALLOCATION**

- \*\* Require a surcharge on DWI fines or license reinstatement targeting enforcement for DWIs. MO

- The West Virginia Department of Military Affairs and Public Safety management should review the dual program effort within the department that focuses money on DUI programs and issues. WV93

- The newly restructured Governor's Commission on Traffic Safety should be provided with a budget and resources to support its activities. NM91

- Field test and evaluate the Request-for-Proposal process for project selection to assure assistance to small counties. WI

- The Governor's Rep and the GHSP should increase efforts to communicate and coordinate funding initiatives with other State agencies (e.g., the Department of Health, CDDP, the Insurance Commission, and the Alcohol Beverage Control Commission. WV

#### **11. GRANTS**

- \*\* Integrate DUI enforcement into Police Traffic Safety grants. CT93

- \*\* Realign OHS staff assignments to provide a single point of grant program planning and management responsibility for the impaired-driving program. RI

\*\* Explore the feasibility of using grant funds to complete as much of the coordination work as possible in order to free up the current GHSP staff for other tasks. NC

- Consider using task forces, focus groups and other partners to assist in identifying "system support" grants needed to improve the impaired planning process. NC

- Use Web sites to solicit grant applications. Provide information, application procedures, and forms on the site. HI

- Employ planning strategies that allow greater innovation, creativity, and flexibility in local grants. GA

- Develop a grant project selection process that assures the only projects selected for funding: directly address the State's impaired-driving program priorities established through the problem ID process; include specific, measurable, performance-based grant objectives; provide for self-sufficiency; and have a reasonable chance of assisting the State in significantly reducing the percentage of alcohol-related traffic crashes, deaths, and injuries. RI

#### **12. EDUCATION/TRAINING**

- Education efforts are needed to inform legislators, public officials, business, law enforcement, advocates, and the public of the facts of Zero Tolerance, realistic levels on 0.08 BAC, Open Container laws, etc. CT00

- Attend available NHTSA training opportunities and the Governor's Highway Safety Association's State highway safety executive management seminar to assure high skill levels for management, staff, and project managers. RI
- HDOT management and staff should attend nationally conducted impaired-driving conferences and training workshops much more frequently. HI

### **13. STAFFING**

- \*\* Address the staff shortage and work with the NHTSA Regional Office to complete a "460" Management Review. IN01
- Designate the Transportation Programs Division Director as the Governor's Representative for Highway Safety. NM
- Retain the current position of Governor's Office of Highway Safety (GOHS) within the Georgia State government to maintain visible emphasis on DUI and other traffic safety issues. GA
- Re-evaluate existing staffing to determine if it is sufficient to meet workload demands. NC
- The MHSO should consider re-aligning staff duties based on the current program needs of the State. Impaired driving is one of the two largest program areas and should be assigned a full-time position to manage the funds, provide technical expertise, and oversee the impaired-driving elements of the CTSP area. MD
- Expertise from the NHTSA Region office should be used, particularly at the onset of the annual planning process, due to current vacancies and recent hiring of other program staff. MD
- Secure funding to hire the three full-time positions identified in the SMS plan. OK
- Obtain law enforcement liaison resources through contractual services or an appropriate grantee to address the difficulty in directly hiring additional staff. RI
- The Governor's Highway Safety Program should determine if its existing staffing level is appropriate as compared to its workload demands. NC95

### **14. LEGISLATION ENACTMENT**

- \*\* Enact qualifying Open Container legislation to comply with Federal regulations in order to obtain Federal funding. CT00
- \*\* Enact legislation to require 30-day hard suspension of driver license prior to issuance of work permit. CT00
- \*\* Enact qualifying Repeat Offender legislation to comply with Federal regulations in order to obtain Federal funding. CT00
- \*\* Enact legislation to require driver license suspension for a 12-month period upon receipt of a second *per se* offense. CT00
- \*\* Enact 0.08 BAC legislation. MO

- \*\* Recodify the laws governing DWI so that statutes are under the same chapter. MO
- \*\* Enact Open Container legislation. MO
- \*\* Enact beer keg registration legislation. MO
- Enact possession by consumption legislation. MO
- Enact legislation allowing all law enforcement to use PBTs as a screening tool. MO
- Tighten plea bargain and Suspended Imposition of Sentence requirements. MO
- Change nomenclature from Involuntary Manslaughter to Vehicular Homicide. MO
- Connecticut should enact qualifying legislation to remove the exact time of incident for the ALR *per se* requirement. CT00

#### **15. DUI PAPERWORK REDUCTION**

- The Division of Highway Safety should bring together a group of partners to reduce paperwork for DUI arrests. CT00
- The Division of Highway Safety should look into the potential of technology to reduce the paper flow. Encourage electronic data gathering and transfer between all stakeholders of crashes, citations, and DUIs. CT00

#### **16. PROBLEM IDENTIFICATION**

- \*\* Office of Traffic Safety and the other agencies on the Governor's Policy Council should closely monitor the processes used to develop the County Master Plans to ensure that project development and problem identification are genuine and supportable. The local planning bodies must be provided with the appropriate data and expertise to enable the counties to make supportable and effective decisions regarding resource allocations. CA
- Establish a process for developing specific performance-based goals and program priorities for the impaired-driving program using the results of the problem identification analysis. RI
- Transportation Safety Section should review its problem identification and grant selection process to ensure that projects are funded in areas that are identified as high problem areas. OR

**RECOMMENDATIONS FOR GUIDELINE AREA 1B  
PROGRAM CONTROL  
(\*\* Priority Recommendations)**

**1. REQUIRE PERFORMANCE-BASED PROJECTS**

- The GHSO should continue to require performance-based projects. OH
- Continue to require performance-based projects. TN
- Continue to require performance-based projects with increased PI&E efforts beyond the overtime projects. CT00

**2. REDUCE DUPLICATION OF EFFORT**

- \*\* The Department of Finance and Administration and the Department of Health need to work with Traffic Safety Bureau to reduce and where possible eliminate duplication of program requirements of local Planning Councils and DWI Task Forces. NM95

**3. REVIEW/REVISE PROGRAM CONTROL PROCEDURES**

- Continue to examine the program control procedures to assure maximum effectiveness, efficiency in collecting program and financial information. NC
- Transportation Safety Section should update its Policies and Procedures Manual to reflect current organizational and program status. OR

**4. REVIEW/UPDATE GRANT PROCEDURES**

- GOHS should continue to revise the grants manual as needed. GA
- Update procedures for subgrantees to ensure adherence to contract requirements. MT

**5. PROGRESS REPORTS/MEETINGS**

- Develop a standard progress report format to be used by all grantees. RI
- Require written progress reports to be submitted by all grantees not less frequently than quarterly and assure that all progress reports are submitted on a timely basis. RI
- Establish a system to use the information obtained from the progress reports to assess the performance of all grantees and make future program planning and grant projects selection decisions. RI
- Continue the quarterly program sessions. Scheduling considerations to help with long-distance travel has proven to be helpful for attendance and participation. MD

**6. ENSURE PROJECTS HAVE REALISTIC GOALS/OBJECTIVES**

- \*\* The new Data Analysis and Evaluation unit should play the role of internal program auditor, making sure each approved project has clear, measurable, and realistic goals and objectives. WI93

- There should be realistic goals and objectives in each approved plan, which should be integrated into the larger Impaired Driving Plan. NM91

#### **7. AUDITING REQUIREMENTS**

- The Traffic Safety Bureau should require that at the conclusion of each fiscal year an independent fiscal audit be conducted of each local DWI program. NM95

- Traffic Safety Bureau and DFA should continue to place primary importance on the audits conducted in accordance with the Single Audit Act and not routinely duplicate audit efforts. NM

#### **8. DEVELOPING/CONTINUE PROGRAM MONITORING CAPABILITY**

- \*\* Obtain additional law enforcement liaison services to begin monitoring enforcement grantees and to generate local support for alcohol campaigns. RI

- \*\* Update the project monitoring process. MT

- \*\* Contract for project monitoring services if T&SB staff cannot accomplish the required monitoring tasks. MT

- The Director of the Transportation Programs Division should insure that sufficient resources (in-house) or contracted) are available to provide an acceptable level of program monitoring. NM

- Continue program monitoring efforts. VT

- The GHSP should continue to implement effective monitoring procedures and reporting mechanisms so that potential problems can be identified early and mid-year corrections made to assure grant success. WV

- Monitor the progress of the crash reporting system upgrade to assure that its completion will improve the problem identification, monitoring and evaluation components of the planning process. IL

- Increase time allotted to the program specialist working with and monitoring the impaired-driving projects. TN

- Expand review to identify more measures of success and effectiveness. VT

- Continue Office of Traffic Safety aggressive monitoring and review process. MN03

- Office of Traffic Safety should continue its aggressive monitoring and review process. MN95

- Improve the Oklahoma HSO's monitoring and reporting systems. OK

- Establish and implement an on-site grant monitoring procedure and monitoring schedule. RI

- Provide grant monitoring training to all OHS program staff. RI

- Assure that all grant monitoring activity is completed on a timely basis by OHS staff. RI

- Review the grant monitoring reports submitted by OHS staff to ensure consistency and timely corrective action. RI
- Office of Traffic Safety should continue to provide adequate monitoring of all grantees regardless of funding source. CA
- Office of Traffic Safety should consider unique local circumstances of the County Master Plans when developing its monitoring requirements by coordinating monitoring data with other agencies involved. CA
- The Highway Traffic Safety Division should monitor State traffic records to ensure that traffic record data is adequate. MT94
- Establish a procedure to monitor every Section 410-funded project throughout the project period to ensure that funds are being expended appropriately. MI
- Continue monitoring efforts already undertaken and enhance them with improved project data. AZ
- Office of Traffic Safety should continue to monitor its projects and should keep its procedures and contract manuals current. CO
- Continue project monitoring system. AK
- A formalized monitoring procedure should be developed and adopted for both the Traffic Safety Operations Office and the district staffs. TX
- Continue to aggressively monitor and review approved grants for effectiveness. WI
- All Traffic Safety Specialists and TSO staff should be trained in the procedures for project monitoring once a formal process is in place. TX

## **9. DATA/INFORMATION DISSEMINATION/SHARING**

- \*\* Explore methods of effectively disseminating "Best Practices" information learned from grantees. WI
- \*\* Explore methods of effectively disseminating "Best Practices" information learned from grantees. MN03
- \*\* Establish in Oklahoma HSO a Data Sharing Coordinator position. OK
- \*\* Explore and implement methods to effectively disseminate "Best Practices" information learned from grantees. NC
- The TSP is encouraged to fully use available electronic communication with all traffic safety partners. With a small staff, the use of e-mail, Web sites, Web or video conferencing, etc. is essential in improving communications and sharing the most available data and information. ND
- The TSP is encouraged to consider a periodic news bulletin that could be e-mailed to other division staff within the ND DOT. The bulletin would be short and contain "bullet-point" news regarding projects, activity, data, etc., related to TSP (i.e., impaired driving, safety belts, safe communities). Providing other agency personnel with more information expands the opportunity for detecting and responding to potential problems more quickly, while gaining potential new advocates and partners. ND

- Expand the county-level profile to include all of the elements needed for local highway safety plans. This would allow the local coordinators to spend more time on project implementation and less on tracking down various databases and reports. MD
- Explore methods of increasing awareness through PI&E. TN
- The GHSP should provide data that are as current as possible to grantees so measurable grant objectives can be developed. WV
- The GHSP should continue and expand, where possible, the amount of up-to-date information and materials provided to grantees. For example, data and grant information could be readily available on a Web site. WV
- Increase data reporting requirements from grantees. TN
- Fill the Data Sharing Coordinator position. OK
- Data should be packaged in a format that allows increased use by potential end users. WI93
- The Alaska Highway Safety Planning Agency should issue an annual report to interested parties and the media, detailing the success of certain high-profile projects. AK
- Explore methods to increase public information and the use of media to publicize successful programs. CT00
- The Traffic Safety Bureau should ensure local and statewide data are provided in a timely manner so localities can conduct problem identification and provide technical assistance as plans are developed and implemented. NM91
- The Governor's Highway Safety Program is encouraged to share its program manager handbook with the individual Governor Highway Safety representative. NC95
- Expand the council's use of electronic communications with all partners. With a small staff, the use of e-mail, Web sites, video or teleconferencing is vital to assure continual communication and sharing of information and data. IN01
- The GHSP should facilitate efforts to link crash, driver records, and other data relevant to motor vehicle injury prevention. WV93

## **10. TRAINING/WORKSHOPS**

- \*\* Provide training for subgrantees on fiscal responsibility and performance accountability. MT
- \*\* Provide cross-training of T&SB staff to ensure program stability and adherence to regulations. MT
- Provide training on problem identification, analysis of data, and development of strategies at the local level. DE
- The TSP staff should continue to be encouraged to take advantage of available training, workshops, and conference opportunities to maintain and enhance professional skills. ND

- The GHSO should take advantage of available NHTSA program training opportunities and conferences to assure high skill levels for management, staff and project managers. OH
- HDOT should take advantage of available NHTSA program training opportunities to increase the skill levels of more management and staff. HI
- GHSO should take advantage of available training opportunities to assure high skill levels for management, staff, and project managers. TN
- Conduct a project monitoring workshop CTSPs and provide the necessary forms to the CTSP Coordinators to ensure statewide consistency and oversight. MD
- GOHS should continue to provide training for local project directors. GA
- MDHS should take advantage of available training and conference opportunities to maintain high level of skills for management, staff, and project managers. MO
- The Division of Highway Safety should take advantage of available NHTSA program training opportunities and conferences to assure high skill levels for management, staff and project managers. CT00
- Continue to take advantage of available NHTSA and NAGHSR program training opportunities and conferences to assure high skill levels for management, staff, project managers and subgrantees. IN01

## **11. FUNDING**

- \*\* TSB and DFA should continue to provide funding on a reimbursement basis, rather than consider up-front funding. NM
- \*\* More funding should be used for PI&E to support the overall traffic safety program for HDOT and for local projects. HI
- The Traffic Safety Bureau should use the Federal reporting requirements for all funds provided by the TSB to localities. NM91
- The Traffic Safety Bureau should require coordination of plans developed by localities and submitted to the TSB to receive monies from the enforcement fund, DWI arrest fund, and Federal funds. The plans should become part of the State's Impaired Driving Plan. NM91
- Include project planning and grant writing information, an application checklist, and a grant application in the next printing of the *Administrative Manual*. WV93
- The Traffic Safety Bureau should provide funds up front once the Local DWI Task Force plans have been approved and discontinue the current reimbursement system. NM95

## **12. PROBLEM IDENTIFICATION**

- \*\* The new Data Analysis and Evaluation unit should play the role of internal program auditor making sure that each approved project has good problem identification. WI93
- \*\* Provide local and statewide data so that impaired-driving problems can be identified at the local level. DE

- \*\* Consider an annual or biennial statewide traffic safety public opinion survey that would include those critical problem identification issues. The survey results would assist by providing a means of measuring the North Dakota residents' knowledge and attitudes related to the effect of the implemented strategies and support or lack of support for emerging public policy initiatives. ND
- Expand the users of software packages to assist in conducting problem identification at the local level. TX
- Conduct training programs to promote problem identification and the need for reliable crash and arrest data. TX
- Establish a linked data system for evaluating the entire impaired driver system. CO
- Increase data reporting elements from grantees, to include local problem identification, with technical assistance from the DHS. CT00

**RECOMMENDATIONS FOR GUIDELINE AREA 1C  
STATE AND LOCAL TASK FORCES AND SAFE COMMUNITIES PROGRAMS  
(\*\* Priority Recommendations)**

**1. CREATE/DEVELOP/EXPAND LOCAL DUI TASK FORCES**

- \*\* Office of Traffic Safety should require the creation of local DUI Task Forces by enforcement agencies that receive LEAF enforcement grants. These Task Forces could aid in publicizing and supporting local DUI enforcement activities. They would provide constituent input to State legislators on local programs and on needed changes in State laws to help address local DUI problems. CO
- \*\* Continue to encourage the development of local task forces or coalitions to address community impaired-driving issues. MN03
- \*\* Continue expansion of the successful DUI: Taskforce Indiana concept. IN01
- Complement local law enforcement task forces with a community task force representing the needs of the community. GA
- Office of Traffic Safety should require all projects to create a local task force, representative of the traffic safety community, to serve as an Advisory Board to the local Project Director. MN95
- MDHS should expand the number of community impaired-driving task forces. MO
- GHSO should expand community impaired-driving task forces. TN
- Encourage the development of additional local task forces to address community impaired-driving issues. WI

**2. CREATE/DEVELOP STATEWIDE DUI TASK FORCES**

- \*\* Reactivate the statewide DUI task force. MT
- \*\* Establish a North Carolina DWI task force with comprehensive representation. NC
- The Governor should create, through an Executive order, a Governor's Task Force on Impaired Driving that would consist of representatives from private industry, advocacy groups, prosecutors, Departments of Public Safety, Health and Social Services, Corrections, Transportation and Public Facilities, ethnic groups, youth and local government. AK
- Ohio Department of Public Safety should establish the Governor's Task Force on Impaired Driving. OH

**3. EXPAND/MARKET SAFE COMMUNITIES PROGRAMS**

- \*\* Increase the number of CTSPs in the State and include disciplines other than law enforcement as lead agencies. GA
- \*\* Continue expansion of the successful Safe Communities programs. IN01
- Promote Safe Communities. OK
- Continue to expand the Safe Communities programs. NC

- MDHS should expand the number of "Safe Communities" programs. MO
- The Governor's Highway Safety Program is encouraged to continue its expansion of CTSPs. NC95
- Develop additional CTSPs as local task forces come on line. IL
- Office of Traffic Safety should expand CTSP statewide. WI93
- GHSO should expand "Safe Communities" programs. TN
- Encourage the development of additional Safe Communities coalitions to address community impaired-driving issues. WI

**4. COORDINATE EFFORTS OF VARIOUS DUI TASK FORCES/SAFE COMMUNITIES GROUPS**

- \*\* Continue to coordinate the efforts of many impaired-driving task forces and consolidate efforts where appropriate. WI
- \*\* Establish a Safe Community Coordinator position within the Oklahoma HSO. OK
- \*\* The Highway Traffic Safety Division needs to create a mission statement for the task forces, develop statewide goals and objectives with them and then coordinate the various highway safety activities throughout the State to ensure that the priorities of the State are receiving appropriate attention and resources. MT94
- \*\* There should be more coordination of the activities of the task forces throughout the State. The Governor's DUI Task Force could be the vehicle for accomplishing this task. MT94
- Traffic Safety Operations Office should develop an overall impaired-driving plan to ensure that Federal, State and local organizations coordinate impaired-driving activities. TX
- Expand the role of the Governor's Executive Steering Committee on Drunk and Drugged Drivers to address a statewide coordinating responsibility and maximization of these invaluable citizen groups and interests. MD91
- Coordinate county law enforcement agencies' activities with appropriate local communities or task forces. HI
- Formalize interaction and coordination with other State agencies and local entities. MT
- Work closely with the Governor's statewide DUI task force to implement the recommendations in interim and final reports. GA
- Coordinate and integrate strategic planning and prevention initiatives developed under the State Incentive Cooperative Agreement (SICA) with existing impaired-driving and injury prevention efforts at the State and local level. DE
- The Traffic Safety Bureau should address ways to coordinate information sharing between CTSPs. NM91
- By Executive order, the Governor should create an interagency DWI working group that would consist of representatives from all State agencies,

divisions or sections involved in alcohol and DWI prevention programs. The group should be chaired by the Administrator of the Alaska Highway Safety Planning Agency, who is designated as the Governor's Representative for Highway Safety. The group would ensure a coordinated approach to planning, implementation and evaluation of impaired-driving activities. AK

- Increase efforts to get State collaborative working groups to expand their focus to include enforcement. CT00

#### **5. ENCOURAGE/PROMOTE PARTNER INVOLVEMENT/PARTICIPATION IN SAFE COMMUNITIES COALITIONS**

- \*\* Efforts should be made to encourage youth involvement and participation on safe communities coalitions. A strong youth emphasis should be developed to target young driver traffic safety issues within those communities. ND

- \*\* Revitalize the DUI Prevention Task Force ensuring appropriate representation from all disciplines involved in improving State impaired-driving programs. DE

- \*\* Market the Office of Highway Safety programs and strategies to stimulate active participation and to encourage and increase partnerships through training, workshops, and forums. DE

- Bring together existing and potential partners and allow them to interact and educate each other about their responsibilities and activities related to impaired driving. DE

- Engage members of the hospitality industry to become part of the solution. VT

- The GHSP should develop partnerships with non-traditional groups such as County Extension Offices and the Farm Bureau. WV

- Increase interaction with and participation by tribal communities in impaired-driving activities. MT

- Re-establish partnerships or reactivate the women's groups that can promote and advocate impaired-driving countermeasure programs. MT

- Work to increase involvement of local law enforcement in traffic safety. TN

- Host a State traffic safety summit to encourage collaboration on State and local traffic safety issues, encourage enhanced partnerships at the State and local level, and educate the traffic safety community on current and emerging traffic safety issues including impaired driving. RI

- Pull together a team to examine methods to increase involvement of local law enforcement in traffic safety. MO

- Request that the Rhode Island DOT be invited to join the Children's Cabinet. RI

- Encourage the local traffic safety committees to communicate with Oregon Student Safety On the Move groups and other groups operating at the local level. OR

- Solicit the support of the Traffic Safety Coalition in developing and implementing the program goals and objectives of the impaired-driving program. RI

- Traffic Safety Operations Office should expand its relationship with the Texas Agricultural Extension Service both at the State and local level. TX

## **6. STATE SUPPORT/ASSISTANCE TO COMMUNITY PROGRAMS/TASK FORCES**

- \*\* Provide technical support to the statewide and local DWI Task Forces. MN03

- \*\* The GHSP should develop a mini-grant system to provide assistance in meeting the needs of the less populated areas of the State. WV

- \*\* Initiate statewide impaired-driving emphasis events outside of the 3-D Month program to encompass a year-round focus. Dedicate CTSP funds for impaired driving to be used to provide local participation in a statewide initiative. Themes could include "You Drink & Drive. You Lose." and "Zero Tolerance Means Zero Chances" campaigns provided by NHTSA. MD

- Attention and resources should be provided to ensure that data and expertise are made available to the local planning bodies so proper decisions are made in the allocation of resources at the county level. CA

- Contract to obtain additional personnel services to encourage and assist communities in developing local traffic safety coordinating committees. AK

- Establish a statewide, high level, impaired-driving advisory committee to provide advice and support for policy decisions. WI

- The GHSP should provide "mini-grants" as a means of helping communities deal with the DUI problem in their area. WV93

- The Governor's Task Force on Impaired Driving should identify problems, set policy and direct the resources of those involved toward reducing the impaired-driving problem in Alaska. AK

- Using the problem ID method, the TSP should establish a priority listing of those communities with the most serious alcohol-related crash problem and the lowest occupant restraint use. Those communities should be given priority ranking in establishing new safe communities programs. ND

- The GHSO should continue through the local grant process, to foster the establishment of local DUI task forces throughout the State, particularly in the major metropolitan areas. OH

- The Traffic Safety Bureau should continue to support the activities of the DWI Interagency Policy and Work Groups as well as the six Highway-District-oriented task forces. NM

- The TSP is encouraged to continue to provide support necessary to the existing eleven established safe communities programs. The support should continue until or when these communities can establish funding self-sufficiency. ND

- The GHSP should continue to provide funding and leadership to the Safe Communities and assist them in obtaining needed materials and data. WV

- Consider technical support and/or funding to assist MADD with its "Youth In Action" program. HI
- The GHSP should enhance the efforts and foster the development of citizen groups, such as MADD, SADD, NETS, and the medical community. WV
- The GHSO should request that each local Safe Communities program receiving grant funding has an impaired-driving countermeasure component as part of the overall program. OH
- DMV should fully staff, with full-time positions, all district CTSPs. VA
- Office of Traffic Safety should continue to provide grant preparation assistance to its grantees and should encourage other members of GPC to do the same, especially for rural counties. CA
- Provide continued support to the 11 CTSPs currently established. OK
- Continue to support the activities of Operation Impact and Operation Gateway. MO
- The GHSP should explore potential needs in some of the State's less populated communities. WV93
- Office of Traffic Safety, as the agency responsible for overall traffic safety efforts in the State, should expand programs such as the "Drive Smart" into other cities. CO
- Expand the mini-grant concept for the CTSPs. MI
- Where possible, provide some level of technical support to local task forces or Safe Communities coalitions. WI

#### **7. DEVELOP PERFORMANCE MEASURES**

- GHSO should assist grantees in setting performance measures. TN
- Review and establish performance measures for the Governor's Impaired Driving Task Force. HI
- MDHS should assist grantees in setting performance measures. MO

#### **8. ALCOHOL FORUMS**

- \*\* Convene an Alcohol Forum to address legislative issues, as well as other youth issues, alcohol and other drugs (e.g., heroin) that can impact highway safety, leveraging of resources, and building a community-wide, cross-systems approach to reduce impaired driving. VT
- Work with NHTSA to host an Alcohol Forum which focuses on the State's major impaired-driving issues. This could be the basis for starting a statewide DWI task force. NC

#### **9. PUBLICITY**

- \*\* Require CTSPs to perform impaired-driving activities at the community level in order to emphasize and publicize impaired-driving goals and activities. Provide funding as necessary for CTSPs to perform these activities. DE

- \*\* The GHSP should publish a newsletter at least twice a year to keep all agencies and organizations informed on DUI issues. WV
- \*\* Publicize Traffic Safety O.N.E. to encourage other communities to act before tragedy strikes. VT
- Publicize successful projects and share best practices via newsletters, partnership meetings, and other forums. DE
- Publicize successful task force and Safe Communities programs and replicate successful efforts in other areas of the State. TN
- Publicize local ordinances that promote traffic safety, such as those dealing with open containers. MT
- Establish programs to involve the media in the education and development of impaired-driving programs. MT
- Establish a central clearinghouse for T&SB information and materials that can be accessed by partners, community organizations, and the public. MT
- Provide a list of resources (presenters or materials) that can be accessed by student organizations or other partners involved in promoting traffic safety. MT
- Publicize the successful projects of local coalitions or CTSPs through regular newsletters, statewide program sessions, Web sites, and at any statewide prevention or public safety conferences. MD
- Publicize successful task force and Safe Communities programs and replicate successful efforts in other areas of the State. MO
- Share the success of the CTSP program through a statewide TSC/CTSP Alert that focuses on ideas, successes, and "Best Practices." MI
- Enhance Web site information and links to local, State, and National sites, i.e., MADD, Connecticut Clearinghouse, NHTSA, etc. CT00
- Explore methods to publicize successful task force and CTSPs and to spread their successful efforts to others areas of the State. CT00
- The Connecticut Clearinghouse's services should be widely publicized in order to maximize use of their resources. CT93
- The Traffic Safety Bureau should continue to produce its Traffic Safety News Letter and incorporate a highlighted section on local program accomplishments. NM95

#### **10. TRAINING/WORKSHOPS/WORKGROUPS**

- \*\* Department of Highway Safety should sponsor an annual highway safety conference to provide an opportunity for State and local highway safety and health participants to interact and exchange information and programs. CT93
- \*\* Conduct workshops or forums to market impaired-driving programs and encourage the exchange of information between community-based programs. MT
- \*\* Expand training for new Safe Communities projects and maintain support of developing teams. HI

- \*\* The GHSP should host an annual statewide traffic safety educational conference that would include emphasis on DUI to maintain the focus and support for programs. WV
- Provide opportunities for specialized training to task force and Safe Communities. These could include Lifesaver conferences, advocacy training, instructor development, and Safe Communities training. TN
- Provide training for law enforcement, prosecutors, courts, media, and decision makers on the effects of alcohol and other drugs. TN
- As funding permits, provide opportunities for eligible safe communities team members to attend conferences (i.e., Lifesavers) and other advocacy training. ND
- Conduct workshops to encourage teachers to focus on and add emphasis to impaired-driving issues within the traffic and driver's education curriculum. MT
- Develop a DUI workgroup that meets regularly to identify problems and discusses programs or methods of sharing resources, changing laws, or improving programs or processes. MT
- Provide regional workshops that include representatives from law enforcement, prosecution, and adjudication in order to create a better understanding of problems tracking the impaired driver through the system and suggest improvements. Be sensitive to the need to instill a sense of partnership in the representatives from these diverse communities in all deliberations. MD
- The county traffic safety councils should be reviewed for possible "Safe Communities" training or alternative action to make these groups effective. HI
- Continue to offer training and educational options for Taskforce and Safe Communities leaders. IN01
- Provide opportunities for specialized training to task force and CTSPs. These could include Lifesavers conferences, advocacy training, instructor development, and Safe Community training. CT00
- Provide training on the effects of alcohol and/or drugs to law enforcement, prosecutors, courts, media, and decision makers, including NHTSA's training course "Drugs That Impair." CT00
- Explore training for law enforcement and alcohol outlets in "Cops in Shops" and compliance checks. CT00
- Provide MADD's Death Notification Training to law enforcement. CT00
- Provide opportunities for specialized training to task forces and Safe Communities. These could include Life Saver conferences, advocacy training, instructor development, and Safe Communities training. MO
- Provide training for law enforcement, prosecutors, courts, media, and decision makers on the effects of alcohol and/or drugs. MO

## 11. PROGRAM EVALUATION/REVIEW/FEEDBACK

- \*\* TX should review the October 1982 Governor's Task Force Report to assess the status of its recommendations and determine the need for change. TX
- The Field Operations Manager should be given the responsibility to facilitate the use of the Community Traffic Safety Assessment Survey. WI93
- OTS should take the results of these surveys into account when developing strategies for expansion of CTSPs. WI93
- Strengthen overall data analysis and establish a permanent DUI advisory group that will review and analyze the data to determine the effectiveness of the programs efforts. AZ
- The Governor's DUI System Evaluation Task Force should be continued but should conduct public meetings on the DUI problem and solicit the public's view concerning solutions. CO
- The GHSP should coordinate CTSPs and other local highway safety data gathering efforts, especially if equipment and time is purchased with Federal Section 402 funds. WV93
- The community/corporate standing committee (within the Governor's Commission on Traffic Safety) should take the outcomes of the motor vehicle crash prevention retreat into account when developing strategies for expansion of CTSPs. NM91
- Provide feedback to project directors about how they are contributing to goals, whether goals are met, and how they can coordinate their activities with State and other highway safety partners. DE
- Request a status of the Criminal Justice Committee's Task Force Report recommendations. OK
- Transportation Safety Section should continue the use of mini-grants while ensuring that projects funded through these grants continue to be effective. OR
- Traffic Safety Operations Office should use the Bexar County DWI Task Force as an impaired-driving model for those communities planning to implement such task forces. TX

**RECOMMENDATIONS FOR GUIDELINE AREA 1D  
DATA AND RECORDS  
(\*\* Priority Recommendations)**

**1. ESTABLISH/DEVELOP DWI RECORDS/TRACKING SYSTEMS**

- \*\* Continue emphasis on the adoption of a method to effectively track citations and their dispositions. CT00
- \*\* Create a multi-agency task force to examine the possibility of having a central Impaired Driver Offender Tracking System. MI
- \*\* Arizona should develop and implement a comprehensive Statewide Citation Tracking/Management Information System that would provide vital information for State's impaired-driving programs. AZ
- \*\* Develop a DUI tracking system for all alcohol offenses from the time of the incident (crash/arrest) until the conclusion of each case, including treatment information. CO
- \*\* Develop a statewide, standardized, integrated, comprehensive highway safety MIS. This could include currently available information from the DMV, Motor Vehicle Hearing Section, the courts, EMS, the Department of Transportation, Alcohol and Drug Division, and other pertinent highway safety files. CO
- \*\* Improve the tracking of DWI cases and paperwork now to eliminate the problem of "lost cases". MN03
- \*\* Design and implement an Offender Based Tracking System, using the ACIS as the backbone and ensure linkage (via the driver license number) with other data sources (particularly the FTA blood test data and the DMV driver history data) to form a virtual system containing the entire range of data needed to record information about DWI offenders and their progress throughout the enforcement, judicial, licensing, and treatment systems. NC
- \*\* Utilizing the STRCC, investigate the possible establishment of a statewide DUI tracking system. Such a system should include a unique and sequential identifier on each DUI report/citation. ND
- \*\* Develop a DWI Citation Tracking System that can follow the progress of a DWI case from initial arrest to its final disposition. NM
- \*\* Establish a uniform citation tracking management information system. GA
- \*\* Develop an electronic DUI records information system that incorporates the following: electronic citations and BMV Form 2255; a statewide citation tracking system; immediate online access to LEADS by law enforcement officers in the field, courts, and prosecutors; electronic transmission of information among the law enforcement agencies, the courts, and the BMV; and, the creation of a statistical data warehouse. OH
- \*\* CA should implement the comprehensive DUI MIS now being developed by DMV and other agencies. CA
- Develop and implement a Citation Tracking System that: creates individual record for each citation form at time of its distribution to a police agency

by recording the citation number and the police agency; is capable of updating the record upon receipt of arrest forms from the arresting officer, the final disposition from the courts and other relevant data, such as alcohol test results, sanctions, and penalties, etc.; and, places the responsibility for maintenance of this system in the DMV. WV

- Support law enforcement agencies efforts to implement electronic citation systems, including DUI citations. OH

- Develop a uniform citation tracking system. IL

- Develop a citation tracking and management information system for all State and municipal traffic violation arrests and dispositions. CO

- Implement a citation tracking system to track arrests, especially DUI arrests, from the time of arrest to final disposition of the case. VT

- Explore the feasibility of implementing a capability to quantify DWI arrests statewide, to record their associated BAC levels, to determine the status of the arrests filed, to determine the extent of plea bargaining by comparing the original offense with the conviction, and to provide a better means to monitor delayed and unreported convictions. Options suggested for consideration: Design and implement a Citation Tracking System with capability to track a citation from its original distribution to a police officer, to its issuance to a traffic offender, to the court of jurisdiction, to its final disposition; Establish a Missouri Local Traffic Information Systems capability at the Missouri State Highway Patrol to process for each DWI arrest - the Alcohol Influence Report, the UCS, and the Record of Conviction; or, Revise the current Alcohol and Drug Offense Records System to initiate a record upon receipt of the ALR and UCS, and add an identifier to match with the Record of Conviction when received from the Court. MO

## **2. DEVELOP/IMPROVE/EXPAND DATA LINKAGES**

- \*\* Continue emphasis on reducing the error rate in matching the motor vehicle law violation and disposition data from the courts to the DMV driver history record. CT00

- \*\* Connecticut should link its various record systems including DOT, DMV, court, and treatment record systems. CT93

- \*\* Continue to explore development of a mechanism to allow electronic or automated transfer of crash reports from local law enforcement to the State crash file, circumventing inefficient duplicate data entry. IN01

- \*\* Pursue and use accident records information provided and entered by local and Indian Nations' agencies. This would require developing appropriate protocols and data linkages with MVD. AZ

- \*\* Continue the planned implementation of electronic transmission of citations to the courts and the transmission of dispositions from the courts to DMV. VT

- \*\* Assign high priority for implementation of the Justice Link Project. RI

- \*\* Develop a methodology to periodically download data from the Datamaster breath-testing devices into a centralized database to be available for analysis. VT

- \*\* Redesign the present CTF system to accept data from other screening instruments or assessments used in lieu of screening in order to become a statewide, comprehensive Offender Based Tracking System (OBTS). Include a capability to submit reports to the courts and to the MVD. NM
- Encourage those courts not now reporting dispositions to the DELJIS, particularly Family and Superior Courts, to use existing DELJIS technology. DE
- In addition to crash report data, a comprehensive traffic safety MIS should ultimately include data elements described above, along with information from the Department of Justice Bureau of Forensic Services, EMS, Department of Alcohol and Drug Programs and other agencies. Participant information from the Drinking Driver Programs should also be included in the system. CA
- Develop linkages to correlate data among the CTF file at MVD, the proposed OBTS, the AOC database, and the Crash File. NM
- Design linkages between the driver and vehicle files with other components of the traffic records system, such as the crash and EMS files, similar to the linkages that exist with the DUI Tracking System and the DELJIS system. Place special emphasis on linkages between the DMV driver file and the crash file in preparation of the move to automated field crash data entry and automated citation issuance to improve the quality of the data required for management and evaluation of impaired-driving programs. DE
- Continue to implement plans to achieve full electronic reporting of records between the courts and the Administrative Office of the Courts, and between the courts and MVD. NM
- Link crash information with driver history records. GA
- Continue technological improvements to key data files, such as the recently implemented on-line crash data entry in order to improve file linkages for crash, driver, and vehicle files. ND
- Redesign the present Administrative Office of the Courts data repository to meet the requirements of the DWI Citation Tracking System and develop procedures to electronically receive copies of all DWI citations filed in all courts with DWI jurisdiction, and to electronically receive the disposition of these cases. NM
- The courts and the BMV should establish a mechanism to obtain treatment-related information on DUI offenders and completion of court sanctions. OH
- Continue working with local communities to expand and link their data collection capabilities and their capacity to use the data for enhanced problem identification. WV93
- Continue emphasis on linking various highway safety data files. CT00
- Continue to expand efforts by EMS to link data sets. WV93
- GHSP should have direct access to crash data collected by DOH. WV93
- The computer systems of all agencies need to be linked so that courts and other users have on-line access to all data. MT94

- The research/evaluation standing committee (within the Governor's Commission on Traffic Safety) should develop a plan to address data linkage to provide comprehensive, timely, and accurate DWI data among contributing agencies. NM91
- Develop and employ linkages between and among the ALISS, Alcohol Data Acquisition and Management, and MVD driver files to ensure that existing data can be efficiently used to secure required management information and to avoid duplication and costly data entry and processing. AZ
- Develop a single unique personal identifier which can be used to insure proper identification and to link information between and among local and State agency files. CO
- Department of Public Safety should identify a minimum data set that will allow linking of data systems within DPS as well as other agencies such as the courts, prosecutors, TX DOT, TDH, and local law enforcement agencies. TX
- Upgrade the DMV driver records system to provide a capability for accepting electronic record transmissions and to provide more summary reporting capability. VT
- Design a process to enter BAC results for drivers arrested in connection with a crash either by (1) extracting the records from the CTF file and matching with the crash file or (2) implementing a supplemental reporting process for officers to submit BAC results to the crash data section. NM
- Revise the CAS to capture additional data variables from the court supplied tapes which will allow the State to (1) track offenders from arrest to final disposition, (2) link with data in the driver history records and the crash file (MAARS), and (3) generally provide the State with information on its statewide impaired-driving enforcement and adjudication activity. MD
- Working through the STRCC, explore the feasibility of implementing a latitude/longitude-based roadway location system that would allow uniform crash location. ND
- Continue to develop a central Web-based system to collect the data for the OBTS and place the Web server at the Office of Epidemiology to become the manager of the newly formed OBTS. NM
- DOJ should continue to pursue its plans to correct reporting problems with the CIB component of the system, in part by linking to Wisconsin DOT conviction records for comparison purposes, then conducting routine exception analysis. WI93
- The Governor's Highway Safety Program is encouraged to complete the research into the linking of the current data systems. NC95
- A pilot project should be developed with the Metropolitan Court and the MVD to test interagency electronic data linkages to transmit completed court dispositions to the MVD. NM91

### **3. ENHANCE/IMPROVE DATA ACCESSIBILITY FOR LAW ENFORCEMENT, COURTS, STATE AND COMMUNITY HIGHWAY SAFETY PROGRAM PLANNERS**

- \*\* Continue to investigate the possibility of Web-based access to State crash data for local law enforcement, traffic engineers and other users with appropriate protocols and safeguards. IN01

- \*\* Move forward on introduction of new technology such as photo imaging.  
NM95
- \*\* Develop methods to allow easier access to the DSP crash data and/or train authorized users, especially the Office of Highway Safety staff, in the query language now required for access. DE
- \*\* Enhance access to and use of the State crash file by local law enforcement, traffic engineering, and safety groups via a Web-based or CD-ROM application. ND
- \*\* Expand the availability of DELJIS to the OHS staff and provide training in the use of DELJIS's access language. DE
- \*\* Representatives from the Traffic Records Task Force/Committee and perhaps other appropriate agencies and organizations should immediately begin addressing the forms and processing concerns expressed by law enforcement agencies. AZ
- Support and expand training for law enforcement officers and prosecutors regarding the DWI laws, enhanced charges, sanctions, and the requirements of the driver control processes managed by the DPS/DVS Driver Education section.  
MN03
- Develop and employ user-friendly programs and systems to quickly and easily provide operational, planning and evaluation information to appropriate State, local and Indian Nations' agencies and organizations and citizen activist groups. AZ
- Continue to examine new technology for improving ease of collection and dissemination of traffic records. HI
- Expand access to both TRASER and HARM to all Traffic Law Enforcement agencies. OK
- Develop a long-range traffic safety information system plan to implement new technology and total system integration considering the needs of users at all levels. OR
- DMV is encouraged to maintain the driver history file to assure research and other governmental data needs are met. NC95

#### **4. FATALITY ANALYSIS REPORTING SYSTEM (FARS) DATA**

- \*\* Provide the FARS unit with copies of the results of BAC tests given to surviving drivers of fatal crashes arrested for impaired driving. MD
- The DMV needs to strongly encourage compliance from those jurisdictions that chronically do not forward copies of the fatal crash reports to the FARS unit. WV
- Study feasibility of relocating FARS function to the State Highway Administration as described in State's Traffic Records System Strategic Plan.  
MD

## 5. CRASH/BAC DATA REPORTING

- \*\* Officers should be assured of support when they indicate a driver involved in a crash had been drinking but no arrest was made. This information needs to be included on the crash report and the report form needs revision to accommodate this input. CT00
- \*\* Revise the crash report form to provide a better means to quantify the State's alcohol-related crash problem. MO
- \*\* Continue the progression to a fully electronic crash data collection and reporting system by placing computers in all police vehicles to eliminate the reliance on local data entry from hard copy forms. RI
- \*\* Require the submission of supplemental crash reports. IL
- Adopt a standardized reporting threshold for crash reporting as described in the State's Traffic Records System Strategic Plan. MD
- Continue the implementation of the traffic records strategic plan, including an electronic crash reporting and statistical system. OH
- Create a statewide repository for BAC and drug testing information, either through the BMV driver license files or at the Bureau of Alcohol and Drug Testing. OH
- Continue implementing planned electronic crash reporting system. VT
- Develop a procedure to routinely obtain BAC results for those drivers arrested for DWI in connection with a crash for entry in the crash file. NC
- Revise the crash file data entry process to provide data for entering the following data variables when applicable: Citation Number and/or Citation Charge; Sobriety Test Given; Type of Test Given; Test Results. WV
- Revise the Commonwealth's crash report form to incorporate commercial vehicle data elements currently being collected on a supplemental form, and to capture nationally recommended CADRE information. VA
- Automate EMS run reports. WV
- Improve crash data collection with training for law enforcement. HI
- The MIS should include a uniform crash report used by all police agencies and data should be centralized in a single State database. A unique case ID should be used for all crash reports in order to provide direct linkage to ticket and driver license files. The crash report should include a data element for recording a unique ticket case number when a citation is issued. CA
- Revise the current crash form to include a notation for the issuance of a DUI citation. RI
- Revise the current crash form to bring it into conformance with Model Minimum Uniform Crash Criteria. RI
- Encourage and educate law enforcement to record any observation of impairment on the crash form. RI

- Expedite the implementation of the Tracs system for crash reporting to the extent possible. WI
- Include a field on the new electronic crash report format to record the Uniform Traffic Citation Number. WI
- Include a field on the new electronic citation report format to record location data. WI
- Design and implement a procedure for updating the crash file with BAC data on crash involved drivers arrested for OWI. WI
- Revise the software algorithm for counting alcohol-related crashes to include checking for the issuance of OWI citations. WI
- Examine ways to improve the non-fatal crash data by creating additional edit checks for this file. MI
- Address the issue of the importance of including "property damage only" crashes on local roads in future upgrades of the crash reporting system. CT00
- Continue emphasis on the development and implementation of an automated crash reporting system, Phase I of an officer information management system. CT00
- Emphasize the importance of a possible Phase II of the officer information management system to include an automated citation reporting system. CT00
- Continue emphasis on efforts to eliminate the backlog of crash reports to be processed. CT00

#### **6. BAC TESTING REQUIREMENTS**

- The State should mandate blood testing of drivers involved in fatal/serious injury crashes. MI
- Increase the rate of testing for alcohol in fatal crashes, including permitting paramedics to withdraw a blood sample at the scene of a crash. WV
- Increase the BAC testing of all drivers involved in fatal and serious personal injury crashes. OH
- Consider requiring an alcohol test for all drivers in injury crashes when any person involved with the crash requires medical treatment. HI

#### **7. DATA/INFORMATION SHARING**

- \*\* Assign a high priority to the establishment of the planned Driver, Vehicle, Accident, Medical research database at Morgan State University as described in the State's Traffic Research System Strategic Plan. Develop a data dictionary for distribution to the user community containing information on the types of information available and the procedures for requesting information from the clearinghouse. MD
- Continue to examine new technology for improving the collection and dissemination of data. TN

- Work with the BMV, the court system, and other stakeholders to develop an annual statistical report of DUI-related citation, license suspension, and conviction information. OH
- Information combining DUI crash, arrest, conviction/disposition, and other highway safety statistical and trend information for State and local problem identification, planning and evaluation activities should be produced and shared between and among State agencies, local safety officials, and highway safety activists. CO
- Establish a working group of Administrative Office of the Courts, law enforcement, the GHSP, and HSRC staff to develop a protocol for obtaining data from the Administrative Office of the Courts. NC
- Seek increased data sharing between tribal governments and the State. ND
- OTS's Traffic Records Committee should be made operational and given the immediate charge to launch or expand multiple initiatives with sister agencies, communities, and universities -- this will vastly expand access and analytical use of this data. WI93
- CT should produce and share with local safety officials and activists community profiles, combining DUI crash, arrest, conviction, and trend information for use in communicating, evaluating, and improving local DUI prevention activity. CT93

## **8. DATA ANALYSIS/EVALUATION**

- \*\* Use available data such as police crash reports, DUI arrests, emergency medical services, and hospital trauma registries to document alcohol/drug problems and related costs. University research services may be available to accomplish this recommendation. GA
- \*\* Have an outside source (e.g., a university) compile and analyze highway safety-related data to assist in DUI systems analyses and the development of the State's Highway Safety Plan. CT93
- Conduct a study on the frequency of completion of the variables used to compute alcohol-related fatal crashes and institute appropriate measures for improvements as necessary. MD
- Conduct comprehensive analyses of traffic crash injury data, especially the most severe (injury level A) and moderate (level B), to ascertain whether alcohol/drug traffic crash injury data are under-reported. GA
- Develop and adopt a uniform definition for an "alcohol-related crash" that will provide a more meaningful and consistent measure of these crashes. NC
- Use nighttime fatal and injury data for proxy measures of alcohol/drug involvement as additional measures of problem identification. GA
- Obtain the services of a data analyst for Office of Highway Safety, either through direct hire or by contract. This individual should become the primary user of the analytical software package to be installed and also serve as the chair of the Traffic Records Committee. RI
- Traffic Safety Operations Office should continue to provide crash data to localities for the purpose of conducting problem identification. TX

- DMV should develop analytical statistical summaries from the Driver File to identify problems relating to DWI drivers to assist other public safety agencies increase their effectiveness in reducing the incidence of DWI. AK
- Continue examining new technology for traffic records. MI
- Rearrange priorities in the next Highway Safety Plan to address the deficiencies in the State data collection system. WV93
- A Traffic Records audit should be conducted on the various systems currently in place. NM95
- Review the formula used to derive the final index to ensure that it is an appropriate algorithm for ranking local jurisdictions. Users should have sufficient knowledge to explain the index. GA

#### **9. DATA/RECORDS MANAGEMENT/PLANNING/COORDINATION RECOMMENDATIONS**

- \*\* Communicate frequently with all partners and stakeholders to inform them of all the activities in progress and the intended benefits to them. WI
- \*\* Assign a high priority to the "Model System" project and insure that the many other projects planned and ongoing are coordinated with the plans for this effort. WI
- \*\* Plan now for ongoing IMDLIS development well beyond the current project timeline. The vehicle registration and title systems should be similarly upgraded. MN03
- \*\* Charge a multi-agency stakeholder group to develop a strategic plan to study efforts already underway, by FHWA, AASHTO, and others, which may be applicable to similar long-range efforts underway in Montana. MT
- \*\* Establish a multi-agency Traffic Records Coordinating Committee with collectors, custodians, and users of the data to facilitate long range planning. HI
- \*\* Office of Traffic Safety should establish a DWI Tracking System Advisory Committee representative of all users, including State and local law enforcement. MN95
- \*\* Mandate that any changes to the current or future traffic records systems must have the review and approval the Oklahoma Traffic Records Council. OK
- \*\* Designate the Oklahoma HSO Representative to the Oklahoma Traffic Records Council as a permanent chair. OK
- \*\* Reactivate the Traffic Records Committee and reconstitute the Committee with the inclusion of representatives from all highway safety stakeholders. RI
- \*\* Implement the recommendations of the DWI Tracking System Project (Draft Report, July 1995). MN95
- \*\* Initiate a cooperative effort between the GHSP management and Department of Health management to develop a plan for the following: publicize the availability of reports from the crash file with instructions for requesting them; publicize the types of reports available to highway

safety users in the State (e.g., Safe Communities programs); and, procure assistance in developing the specifications for a PC and appropriate software for use by the GHSP in analyzing data to be obtained from the crash file, and secure an arrangement with DOH for providing data sets from the crash file to be used with such systems. WV

- \*\* The DWI Process and Data Standards Committee should become a standing committee to oversee the integrity of DWI data. NM95

- Assign responsibility to the Traffic Records Committee for the oversight and leadership in the crash and other records system improvement activities. RI

- Designate DPS as the authorizing agency to be accountable for the production, distribution, and quality control of each citation throughout the State. OK

- Create a stable funding source for IMDLIS and similar efforts through use of driver license fees or other dedicated funds. MN03

- OTS's Traffic Records Committee should monitor the use of the new crash form and make adjustments. WI93

- Establish a multi-agency Traffic Records Coordinating Committee with collectors, custodians, and users of the data to facilitate the following: long range planning; establish a DUI/DWI Tracking System; a uniform traffic citation; enhancements to the current data system; and, methods to demonstrate the value of data to local agencies. TN

- Traffic Records Committee should work closely with the Highway Safety Strategies/Analysis Section, Division of Planning and Budget and OTS's Data Analysis and Evaluation unit to ensure that the data continues to maintain its quality and usability. WI93

## **10. LEGISLATION**

- \*\* Enact legislation requiring law enforcement agencies to investigate and report all crashes that involve a fatality, an injury, or damage to a vehicle that requires towing from the scene. VT

- \*\* Enact legislation mandating crash reporting with sanctions for non-compliance. GA

- Propose legislation to mandate use of a standard alcohol-screening instrument by all courts with DWI jurisdiction. NM

## **11. TRAFFIC RECORDS ASSESSMENTS**

- \*\* Colorado should request that a current NHTSA Traffic Records Assessment be conducted to ensure that necessary linkages are available between and among the existing and planned highway safety files. CO

- \*\* Request a Traffic Records Assessment through NHTSA to clearly identify the system-wide problems and recommend strategies for solutions. OR

- \*\* GOHS should create a permanent task force/committee to address all traffic records activities including the revision of forms, procedures, systems, and other relevant areas; and, the development of recommendations

affecting any changes to the driver, vehicle, accident, citation/conviction, EMS, and roadway environment files. AZ

- \*\* To restore confidence in the traffic records system, a working group including representatives of the management of all State agencies involved should be established as a subcommittee of the Governor's DUI Task Force. MT94

- Request a traffic records assessment to aid in the planning of future - improvements and requirements, especially the necessary linkages to EMS and the Safety Management System. VA

- Consider requesting a NHTSA Traffic Records Assessment for the State. HI

- Continue implementation of the Traffic Records Assessment recommendations. IL

- Office of Traffic Safety should request a Traffic Records Assessment to identify possible data linkage strategies. MN95

- Implement all the recommendations in the Traffic Records Assessment. OK

- Wisconsin should take inventory of its traffic records systems by way of an assessment process. WI93

### **13. UNIFORM TRAFFIC CITATION**

- \*\* State should mandate a single uniform citation and criminal complaint form to be used by every law enforcement agency in the State and sent to DPS for record keeping. TX

- Adopt the use of a uniform traffic citation by all law enforcement agencies as the first step in the development of a citation tracking system. ND

- Develop and implement the Uniform Traffic Ticket. IL

- Adopt a single uniform traffic ticket (UTT) to be used in Colorado for all State and municipal traffic violations. CO

- The MIS plan should include the development of a uniform traffic ticket and a ticket disposition system. CA

- Develop one uniform traffic citation. OK

**RECOMMENDATIONS FOR GUIDELINE AREA 1E  
EVALUATION  
(\*\* Priority Recommendations)**

**1. REQUIRE/PERFORM EVALUATION OF IMPAIRED DRIVING ACTIVITIES**

- \*\* Significant components of the impaired-driving program should be evaluated for impact. CT93
- \*\* Evaluation of education, enforcement, and prevention activities should be conducted so that future projects might be better targeted and more focused, thus increasing their likelihood of both success and future replication in other locations. CA
- Require programs supported by GHSP to evaluate their efforts and to assess whether progress is being made in reducing crashes, injuries, and fatalities. VT
- Require project pre- and post-evaluation from projects. TN
- Require pre- and post-evaluation on all projects. MO
- Encourage impact evaluations for local projects. GA
- Require that all grant-funded projects include an administrative evaluation component, and if a multiple-year or large project, a research-based evaluation component. RI
- Require pre- and post-evaluation of projects. CT00
- Evaluate the impact of the State's impaired-driving program using similar strategies and services incorporated into the State's occupant protection plan. RI
- Impact evaluation should be included in the planning process for new DUI-related activities. CT93
- AK Highway Safety Planning Agency should conduct at least one impact evaluation each year using experienced contract evaluators. AK
- Ensure that overall program areas are evaluated on a regular basis. MI
- The Center for Substance Abuse Research should conduct impact evaluations to ensure that local government and the Resource Centers are allocating their resources in the most efficient and effective manner. MD91
- OTS's Data and Evaluation unit should ensure impact evaluation is conducted, building it in during the planning process for all new OWI prevention activities. WI93
- Traffic Safety Operations Office should continue to require evaluation of its programs and use data that will provide impact measures for such projects as STEP. TX

## **2. DEVELOP AN EVALUATION CAPABILITY**

- \*\* The Governor's Highway Safety Program should create an internal evaluation unit of the appropriate size to assure quality assessments of existing countermeasures. NC95
- \*\* Office of Traffic Safety should establish its own evaluation expertise either through contract or agency staffing changes so that evaluation becomes an integral part of OTS activities. CA
- \*\* Establish an outcome evaluation capability within OHS. DE
- Create an internal evaluation section sufficient to assure consistent program evaluations. Charge the group with developing a comprehensive traffic safety evaluation plan. NC

## **3. EVALUATION PROJECT PLANNING**

- \*\* Expand the use of attitude surveys. OK
- Develop a long-term evaluation plan to measure the effectiveness of Virginia's impaired-driving programs. The plan should address the problems of data availability, the possible need for additional staff or consultant help, the possible need for legislative change, and the savings to the citizens of the Commonwealth, both in terms of hard dollars and in terms of lives and injuries. VA
- GOHS and the DUI advisory group should develop a long-term evaluation plan that will address the measurement of the effect of legislative changes and program implementation in order to provide direction to the overall program. AZ
- Use surveys to target high-risk groups. OK
- Evaluation of PI&E efforts is needed to determine their effectiveness, as well as to assist in designing future PI&E programs. Regularly scheduled public opinion surveys should be conducted to measure the general public's knowledge and attitudes on traffic safety issues. These surveys could be conducted in concert with existing survey instruments at relatively low cost. CA
- The research/evaluation standing committee (within the Governor's Commission on Traffic Safety) should advise the TSB on what evaluation is needed to address impact of the State's programs. NM91
- Facilitate discussions between local communities and State agencies that now share DUI data. This process will aid in the development of a statewide, unified outcome evaluation plan. WV93
- The Governor's Commission on Traffic Safety should recommend research projects to be conducted by the Division of Government Research at the UNM. These projects should be tied to the Commission's goals and objectives, milestones, and evaluation measures. NM91
- Identify those programs that seem most likely to have an effect on reducing the incidence of DUI. Design and conduct evaluations of those projects. CO

- Traffic Safety Operations Office should develop a long-term evaluation plan to measure the effectiveness of anticipated legislative changes and program implementation. TX

- Resource Centers should conduct regional needs assessments for use with local project development and Statewide planning. MD91

- Establish a committee to provide recommendations regarding research and evaluation projects that should be implemented. DE

- Use the traffic records assessment recommended earlier in this report to assist in the development of this long-range evaluation plan. VA

#### **4. ENSURE APPROPRIATE METHODOLOGIES, USE OF BENCHMARKS/MILESTONES, ETC.**

- \*\* Develop a baseline and performance-based goals for the impaired-driving program area and all other traffic safety program areas. RI

- \*\* Establish appropriate benchmarks and evaluations on sub-projects funded through the CTSP format to ensure valid projects are implemented. MD

- \*\* All program and individual project goals should be quantifiable with appropriate milestones and performance indicators. HI

- Continue to ensure that appropriate evaluation methodologies are selected for each funded project. WI

- All program and individual project goals should have appropriate milestones and performance indicators. TN

- Establish appropriate benchmarks and performance indicators for all impaired-driving programs and individual grants. MD

- The GHSO should require/approve all program and individual project goals, including appropriate milestones and performance indicators. OH

- Continue to ensure that appropriate evaluation methodologies are selected for each funded project. MN03

- Office of Traffic Safety should ensure appropriate evaluation methodology is selected for each funded project. MN95

- All program and individual project goals should have appropriate milestones and performance indicators. MO

- All program and individual project goals should have the appropriate milestones and performance indicators. CT00

#### **5. REPORTING/SHARING/PUBLICIZING EVALUATION RESULTS**

- \*\* Create and distribute summary reports from the Annual Evaluation Report to appropriate city, county, and State officials. OR

- Publicize results of successful projects. MO

- Establish evaluation teams including current and former project directors to increase the sharing of project information. MO

- The Traffic Safety Bureau should continue to share results of research with key traffic safety organizations to include local CDWI's and local DWI grant programs. NM95
- Publicize results of successful projects. CT00
- The Highway Traffic Safety Division should set up a formal system of reporting evaluation results of all programs on a regular basis to local and State project and program managers. MT94
- Establish evaluation teams including current and former project directors to increase the sharing of project information between projects. CT00
- OTS should make special efforts to communicate results of its analyses and interpretations of safety issues more effectively to the many individuals throughout Wisconsin who are part of the impaired-driving prevention effort. WI93
- OTS should take formal steps to expand participation in traffic safety evaluation by other agencies and general sharing of results. WI93
- The TSB should continue to share results of evaluations with key traffic safety partners and publicize the positive achievements made. NM
- The GHSO should publicize results of successful projects. OH
- Publicize results of successful projects. TN

#### **6. COORDINATION OF EVALUATION ACTIVITIES**

- OTS's Data and Evaluation unit should take on the coordinating role for all traffic safety research and evaluation. WI93
- Traffic Safety Operations Office should continue its working relationship with TTI and develop relationships with other research and evaluation institutions. TX
- Each local plan submitted to the TSB for approval should be based upon guidelines established by the community/corporate standing committee (within the Governor's Commission on Traffic Safety) to include an evaluation component. NM91

#### **7. DATA (COLLECTION OF/AVAILABILITY/USE OF)**

- \*\* Indiana should strengthen reporting requirements of DUI arrest data to a designated central repository. IN01
- \*\* Indiana should consider initiating an education program to help create new legislation requiring all drivers (deceased and surviving) involved in a fatal crash be tested for alcohol and other drugs. Previous lack of data led to probability that the number of alcohol-involved fatal crashes were underreported. Accurate data are essential when measuring program effectiveness. IN01
- \*\* Use results of attitudes surveys to make program changes. OK
- A DUI tracking system should be developed to assist with determining whether resources are being used effectively. WV

- Establish a requirement to test all drivers involved in fatal and serious injury crashes for alcohol and/or other drugs. ND
- Continue to improve the capability of on-line access to data and training for use of data by project and program managers. ND
- Require more than fatality data in the evaluations. The relatively small number of traffic fatalities (especially alcohol-related fatalities) in Vermont makes it more difficult to identify trends and improvements; adding at least serious injuries to the databases would plump up the numbers and make for more accurate analysis. VT
- Support the development of the new electronic crash reporting system. VT
- Encourage the State toxicologist to use the electronic capability of the new Intoxilyzer instruments to collect data more frequently on alcohol content, time of day, gender, and age of offenders to evaluate the effectiveness of periodic sobriety check points and saturation patrols. ND
- Continue to use the Center for Substance Abuse Research (CESAR), Substance Abuse Management Information System (SAMIS), and Crash Outcome Data Evaluation System (CODES) for related data. MD
- Establish alcohol crash rates and projected rates to compare effectiveness of projects and programs among counties. HI
- Use other data sources such as EMS, Hawaii Department of Health, University of Hawaii studies, Hawaii's Department of Attorney General's Office and Judiciary. HI
- Consider using data obtained from conducted surveys such as the Dept. of Health's Youth Behavior Risk Inventory to determine impact. HI
- Create an annual Impaired Driving Systems Performance data report, broken down at the county level. MD
- Use the "Major Traffic Accidents, State of Hawaii 1987-1996" annual reports to obtain non-fatal injury crash data to estimate alcohol involvement in injury crashes in Hawaii in addition to FARS data. HI
- Use the program evaluation results in the planning process for developing the following year's highway safety plan, in the grant project selection process, and in maintaining trend data. RI
- Develop a DUI tracking system to determine whether resources are being managed to have the maximum effect on the problem of impaired driving. WV93
- The Alaska Highway Safety Planning Agency should use the evaluations and other pertinent data and information as the basis for an annual traffic safety report to the Governor, legislature and Congressional delegation. AK
- Continue to provide timely data to grantees and other users. WI
- Adjust the public opinion survey sampling size to allow for more sensitive measurements and more detailed targeting of messages to subgroups of the population. OR
- Departments and agencies responsible for monitoring DWI related activities should review their internal evaluation procedures to determine if the data

they collect meets not only their needs but also the needs of related agencies. NC95

#### **8. SEEK ASSISTANCE/CONTRACTUAL AGREEMENTS FROM OTHER AGENCIES, UNIVERSITIES, OR NHTSA/DOT**

- \*\* The Alaska Highway Safety Planning Agency should investigate the availability of evaluation professionals at the universities located in the State or within the Department of Health and Social Service's Epidemiology Section. AK
- \*\* Consider using outside sources, such as a university, for assistance in program and systems evaluations. WI
- \*\* Seek assistance from other State agencies and universities with data processing and evaluation capabilities to conduct impact evaluations on selected projects to determine effectiveness. GA
- \*\* Collaborate with the Highway Safety Research Center on other entities to explore ways of providing comprehensive statewide effectiveness evaluations. NC
- The Traffic Safety Bureau should develop contractual agreements for the performance of program impact evaluations. NM
- The Traffic Safety Bureau should continue to contract with a variety of Universities and other contractors to conduct impact evaluations. NM95
- The Vermont GHSP should seek NHTSA assistance in program evaluations. A State with a small amount of NHTSA funds has a difficult time diverting any of them from programs into evaluations. VT
- Resource Centers should be integrated into the college structure to take advantage of the organizational resources. MD91
- The advisory group should determine whether evaluation capabilities are available in State government or the university system. AZ
- The Traffic Safety Bureau should continue to contract with a variety of Universities and other contractors to conduct impact evaluations. NM95
- Use the Missouri Safety Center to evaluate selected projects. MO
- The TSP may consider requesting the no-cost assistance of a representative from NHTSA to review and recommend the best strategies to conduct evaluations using what data is currently available. ND

#### **9. INVENTORY EXISTING IMPAIRED DRIVER PROGRAMS/EFFORTS**

- Counties and Baltimore City should conduct an inventory of existing programs, interest groups, and resources directed at the impaired driver. MD91

**RECOMMENDATIONS FOR GUIDELINE AREA 1F  
FUNDING  
(\*\* Priority Recommendations)**

**1. USE OF OFFENDER FEES FOR IMPAIRED DRIVING EFFORTS**

- \*\* Consider consolidation of fines, penalties, and fees and centralize collection procedures. Such a system would make it possible to impose real property liens, wage garnishment, income tax penalties or to limit public assistance of those offenders refusing to pay. Collections could then be distributed proportionally to the appropriate designated agencies. CA
- \*\* Dedicated tax or program revenue must be earmarked for specific purposes as specified by either the voters or the governing legislative body (may require constitutional amendment). AK
- \*\* Continue the LEAF program. CO
- Recommend that funds be targeted for the State's impaired-driving programs. OK
- Dedicate a portion of the State's alcohol excise tax to impaired-driving and/or alcohol abuse programs. TX
- DPS should seek authority to charge a reinstatement fee to every convicted DWI offender whose driving privilege has been suspended with funds being used for traffic safety purposes. TX
- Develop plans to phase in a cost share ratio for overtime enforcement efforts to facilitate department ownership. IN01
- Create a dedicated funding source, preferably supported by a new fee imposed upon impaired-driving offenders, to adequately support the operation of essential impaired-driving enforcement, education, training, prevention, and treatment programs at the State and local level. RI
- Continued leadership is needed to provide oversight and support to the surcharge system so that all localities receive an appropriate level of funding for assessment programs. WI93
- Implement a centralized collection system, whereby funds collected could be redistributed to the appropriate agency. WV93
- The Department of Highway Safety should actively encourage public/private-funded traffic safety programs. CT93

**2. INCREASE FEES THAT ARE USED FOR IMPAIRED DRIVING PROGRAMS**

- \*\* The amount of existing drivers license reinstatement fee dedicated to the impaired driver program should be increased from one-half of the fee to the full \$100 imposed. MT94
- \*\* Court, costs should be increased to provide funds for the County DUI Task Forces' administration and programs. MT94
- \*\* A permanent one-dollar surcharge should be added to the vehicle registration/renewal fee to promote anti-DUI activities. This money should be budgeted to the Department of Highway Safety, and used to fund activities as

directed by the recommended Governor's Commission on Alcohol and Traffic Safety. CT93

- \*\* Increase the beer tax and dedicate a portion to enforcement, prosecution, and adjudication. WI
- \*\* The Wisconsin legislature should consider changing the current State statute to allow DMV to increase the driver license renewal fee by \$1.00 and have those funds be dedicated to supporting the agencies CTSP effort. WI93
- Continue to review the level of offender fees being charged to determine if some might be appropriately increased to help defray current costs. WI

### **3. LEGISLATION TO REQUIRE USE OF OFFENDER FEES TO COMBAT IMPAIRED DRIVING**

- \*\* Examine legislative initiatives requiring collection of offender fees to support chemical testing equipment, and overtime enforcement. Examples are surcharges on DUI fines, reinstatement fees for driver license, or impound fees. CT00
- \*\* Continue to examine legislative initiatives requiring the earmarking of offender fees (including reinstatement fees for driver license, impound fees, surcharges on DUI fines) to support DUI countermeasure activities. IN01
- Enact legislation to ensure that the \$15.00 LEAF fee returned to the counties is designated for DUI enforcement costs. CO
- Examine legislative initiatives that would enable the collection of offender fees to support equipment, overtime, and education for the apprehension and conviction of impaired drivers to reduce impaired-driving injuries and deaths. Funding would come from a surcharge on DWI fines or license reinstatement targeting enforcement for DWIs. MO
- Seek legislative change to dedicate to DPS the State's surcharge realized from conducting DWI breath testing. TX

### **4. FEDERAL FUNDING ELIGIBILITY**

- The State should encourage local acquisition of tax exempt status, or becoming part of county or city governments in order to qualify as applicants for various Federal fund programs available to direct such entities. MT94
- Because of fiscal shortfalls, the State should take the necessary measures to achieve eligibility for Federal Section 408/410 dollars. MD91
- Continue to offer Section 402 and 410 funds as "seed money" to initiate successful impaired-driving countermeasure projects with special consideration of grant awards to those with well-conceived self-sufficiency plans. MO
- Dedicate a greater portion of Section 164 transfer funds to the enhancement of the State's impaired-driving program. RI
- Review the requirements of Section 410 impaired-driving incentive program to determine whether the State's saturation patrol program meets the Federal criteria, or, may only need to be slightly altered to meet the criteria. RI
- Continue to fund "seed money" requiring matching funds to continue successful impaired-driving countermeasure projects with special

consideration of grant awards to those with well-conceived self-sufficiency plans. CT00

- Continue to promote the "seed money" concept of the Section 402 program and to provide follow-on technical support to those programs, which attain self-sufficiency. MI

## **5. REVIEW/ENCOURAGE/ADOPT SELF-SUFFICIENCY EFFORTS**

- \*\* The Governor's Highway Safety Program should develop a self-sufficiency task force charged with the responsibility of reviewing existing self sufficiency programs in other States to determine which programs would be suitable for North Carolina. NC95

- \*\* Cost assumption should be an objective of all traffic safety programs. CT93

- \*\* Assure long-term successful impaired-driving countermeasure projects by giving special consideration to those grant submittals with well-conceived realistic self-sufficiency plans. IN01

- \*\* Continue to review self-sufficiency programs in other States while at the same time continuing to encourage self-sufficiency programs in Minnesota. MN03

- Continue to review self-sufficiency programs in other States while at the same time continuing to encourage self-sufficiency programs in Wisconsin. WI

- GOHS and any DUI advisory group established should continue to emphasize program self-sufficiency funding in the development of legislation. AZ

- North Carolina should adopt the self-sufficiency recommendations of the task force. NC95

- Office of Traffic Safety should review existing self-sufficiency measures throughout the US, with the intent of developing a viable self-sufficiency plan for impaired-driving programs. MN95

- Self-sufficiency measures should be taken to ensure long-term funding. The use of penalty assessments or user fees associated with the apprehension, prosecution, and adjudication of the impaired driver should be actively pursued. MD91

- Remove prohibition of dedicated funds so that programs can become self-sustaining. AK

- Consider mass distribution of the NHTSA/National Association of Governor's Highway Safety Representative Underage Drinking Prevention "Community How-To Guides" to stakeholders. Included in this multi-booklet package is a self-sufficiency guide. IN01

## **6. PUBLICIZE COSTS OF IMPAIRED DRIVING**

- \*\* Ensure that public and State legislators are made aware of the societal impact of impaired driving, including the costs which are borne by the State and its citizens. MI

## **7. FUNDING EVALUATION/COST-BENEFIT ANALYSIS**

- Make an effort to identify the savings that result from the reduction in DUI crash costs, including medical and social program costs. AZ
- Conduct a study to determine potential funding sources within the current system that may require administrative and/or legislative action. TX
- Develop cost benefit analysis for impaired-driving countermeasure programs to secure ongoing support from local and State officials. CT00
- Evaluate fines and other monetary penalties to determine if they are in line with the cost of operating the system. WV93
- Develop cost benefit analysis for impaired-driving countermeasure programs to secure ongoing support from local and state-elected officials. MO
- Record revenue information in the data system when upgraded to allow for cost benefit analysis of the programs involved. OR
- Calculate an estimate of all DUI-related expenses to illustrate the costs of those activities, including police, prosecution, courts, MVD, treatment and corrections. AZ
- Record revenue information in the data system when upgraded to allow policy makers to determine whether offenders and users of the system are paying for the bulk of the costs incurred. OR
- Develop a reporting system that aggregates the funds collected by all agencies as a result of DUI activities. AZ

## **8. DUI TRACKING SYSTEM**

- Develop a DUI tracking system that would include information on uncollected money. WV93
- Develop a DUI tracking system to include EMS recordkeeping. WV93