1. Introductions
Sandy Misiewicz opened the meeting and the participants introduced themselves.

2. Meeting Notes
The November 15, 2017 meeting notes were accepted with no changes.

3. SMTC Bike Safety PSA Project Update
Sandy Misiewicz: We are continuing to work with a small working group regarding the PSAs. We have a tentative understanding with GTSC to utilize their media buy. The next step will be formalizing the proposal to forward to the Directors for consideration. Only one PSA can air through GTSC. We are working on the logistics such as logos, purchase agreement and a few other minor items. We are leaning towards using the AAA PSA and aiming to air during Bike Month (May). We will report back on progress over the next few meetings.

Sandy Misiewicz: David Staas will provide a presentation on Highway Safety Manual Tools. David Staas: We frequently get requests about certain locations related to crashes and we wanted to find a way to provide a reasonable response to see if there is an issue at that particular location. One way is to use the ALIS data and compare totals to the statewide average for a given road type. But many times, the nuances aren’t accounted for (for example skewed intersections). We started using predictive methods from the Highway Safety Manual to compare the crash rates at particular intersections to the expected crash rate. Are any others using predictive methods in looking at crash data?
   • Alex Kone will talk to David about using those methods.
• Sandy Misiewicz: CDTC is working with a consultant team and is using the Highway Safety Manual to use a performance function for network screening. Sandy will keep the group posted as the project develops.

• Sandy Misiewicz: Because this is an emerging tool, we will do periodic presentations and updates for MPOs. David Staas will present again in the 1st quarter of 2018.

• Emily Dozier: Which tool are you referring to from the link?
  o David Staas: At the bottom of the page there is a link to a spreadsheet that has the predicative methods and will run the calculations.

• Emily Dozier: Is this tool comparing how many crashes occurred vs how many are predicated to occur to see if there is an issue? David Staas: Yes, and you can see if certain improvements (like a sign) would predict another outcome.

• Sandy Misiewicz: This approach is helpful because we don't have crash data available for many of the regions yet. This predictive method is an alternative to crash rates. There is now county-level VMT by functional classification (but the classifications have changed so it can't be compared year to year).

5. Work Plan Discussion Items
   a. PSAP Update Local Project Solicitation Status
      Sandy Misiewicz: Regina recently sent an email regarding updates to the guidance for the PSAP Local Project Solicitation. Technical equipment related to traffic signals will be eligible if it implements the PSAP countermeasures (such as countdown timers). The rectangular rapid flashing beacon will be replaced as a countermeasure, the alternative replacement will be identified soon. Regina Doyle: Final word from FHWA is pending, but the two options under consideration are: flashing LED lights around the pedestrian warning sign or conventional flashing beacons. The other thing in that memo is whether or not the local solicitation can include improvements on State touring routes. Uncontrolled crosswalks on State touring routes should not be on a local application; they are included in the State’s projects. Signalized intersections on State touring routes may be able to be included in a local application. The state’s goal is to improve 50% of signalized intersections under NYSDOT jurisdiction. So, a local municipality can include improvements on the other 50% -- coordinate with the regional offices. Signalized intersections that are on State touring routes but under local jurisdiction are also eligible for a local application. Sandy Misiewicz: Will there be another teleconference call? Regina Doyle: We may have an informal call in mid-January to ask if there are any questions. Sandy Misiewicz: Any concerns from sponsors? CDTC regional members are worried about the detail in the applications. We will have another update in January.

   b. PSAP Evaluation Subcommittee
      Sandy Misiewicz: We talked to the Directors regarding developing a tool for evaluating PSAP projects. The feedback was that it should be an optional tool to use - as was our intention - so that there is some consistency for those who choose to use it. We are developing a qualitative tool (not a numeric score method) that will evaluate how well the application fits with the guidance/evaluation category. The next step is to finalize the draft materials and get that out for review to the SWG and then the Directors and RPPMs.
c. **NYSDOT Safety Data Integration Project.**

Andrew Sattinger: Same report as last time – still in the contract phase. There is an upcoming webinar about reduction factors – will forward it around to the group. Sandy Misiewicz: Will ALIS be used through 2019? Andrew Sattinger: It will be ALIS until the project is completed in 2019. Sandy Misiewicz: Will there be training on ALIS? Andrew could do a WebEx for training for new MPO staff.

d. **NYS Strategic Highway Safety Plan Fact Sheet.**

Sandy Misiewicz: The subcommittee is working on developing the content for the SHSP Fact Sheet and we received direction on the format from the Directors. The consultant team is developing a draft. We should have a preliminary draft for January or February’s call. The messaging is more of an impact piece to promote highway safety to MPO member agencies.

6. **Partner Updates**

a. **NYSDOT:** Regina Doyle: We have had some questions and comments on funding for HSIP. NYSDOT created some guidance on types of eligible projects – this will be published this week. The MPOs will be sent this document, which will help to clear up the confusion on funding eligibility. Sandy Misiewicz: Is the guidance for all HSIP funds, not PSAP? Regina: Yes, it is.

b. **ITSMR:** No report.

c. **GTSC:** Chuck DeWeese: The annual report will be submitted to NHTSA. Also, the Textalyzer listening sessions report will be submitted to the Governor’s Office – will be available in 30 days or so. Please note that comments on the Traffic Records Assessment Federal Register are due by 12/26. GTSC submitted its comments.

d. **Cornell Local Roads Program:** No report.

e. **NHTSA:** No report.

f. **FHWA:** No report.

g. **NYSATS:** Sandy Misiewicz: There is a new board next year. NYSATS is looking at partnering with the “Stop DWI” program. Hopefully there will be more state-wide representation. Sandy will forward meeting notes to everyone.

7. **2018 Meeting Schedule and SWG Co-Chair**

Sandy Misiewicz: Alex Kone has volunteered for the SWG Co-Chair position. The SWG is keeping the current meeting time for now.

8. **Other Topics**

Sandy Misiewicz: The ALIS system does not have all the local crash reports. Has anyone else found this? There were 90 reports in the City of Albany that aren’t included in ALIS – these are all injury crashes. Andrew Sattinger: We need to have some examples of the reports so that he can coordinate with DMV to work with the precincts to fix this problem. Sandy Misiewicz: MPOs please verify ALIS data with local police reports. Andrew Sattinger: In 2015, there was a change to the address geocoder – now it is the centroid of the property so that sometimes means that crashes are outside the snapping tolerance. They are working on relocating those. He suggests looking at the corridor – do a polygon for the whole corridor or change the buffer area to address this problem.
9. **Training/Conferences**

**Action Items**

The following were noted for follow-up:
- The draft SHSP Fact Sheet and draft PSAP evaluation tool will be sent along to the SWG when they are ready for review.
- We will be working on our 2018-2019 work plan in January.