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

2. **Meeting Notes**  
The October 21, 2020 meeting notes were accepted as with one correction noted by Emily Dozier that DCTC is considering using videos for students at the elementary level.

3. **Wyoming County Local Road Safety Plan**  
Alex Kone presented on the Wyoming County Local Road Safety Plan. Wyoming County is a rural county with some heavy truck traffic. This project was a pilot study through FHWA. Between 2009-2018 there were about 1200 crashes. Alex highlighted the lane departures and fixed objects crashes. Deer crashes are an issue and the data shows a seasonal difference. There was a change after using Safety Edge on the shoulders as they have seen a difference in the number of crashes.
Four emphasis areas including intersections, road departures, age-related, and speed are areas of concern. In terms of intersection recommendations these include systemic reviews and maintenance projects that can be done by the County – they are also looking at larger HSIP projects as well. GTSC will help look at the intersections (to start to develop a candidate list of projects) so they can start to deploy low-cost countermeasures. Regarding lane departure recommendations, GTSC will create a merged list of investigated locations that could be a UPWP project if they are not tackled at the local level. Age-related recommendations include law enforcement and education. Speed recommendations include doing speed reviews and using USLIMITS2 methodology going forward. Next steps for implementation include an intersection node analysis (GTSC to do this analysis), coordination and alignment with the Roadway Departure Plan in terms of suggested countermeasures, and local traffic count and data support.

Emily Dozier asked how the crash density mapping was done. Alex Kone stated that they used spatial analyst in ArcGIS Pro and believes that weights were included on types of crashes. Emily Dozier asked if they used volume-based or mileage-based rates? Alex Kone indicated that this analysis was not done yet. GTSC will be doing rate based calculations for intersections and departure areas.

Sandy Misiewicz asked about the timeline for completion of the study. Alex Kone noted it will be finishing up. Mike Perry reported that ECTC did a 6-year analysis of crashes in the county and asked if elevation LIDAR data was used to determine geometries for this county? Alex Kone does not believe that was used but it would be an interesting next step. Some of the segments have significant topographic changes. Mike Perry agreed that in the study that was done at ECTC they have fairly hilly terrain so he recommended that GTC consider using that data.

Sandy Misiewicz noted as the MPOs work on more local roadway safety plans it might be interesting to catalogue common themes, for example crashes due to animals and comparing rural to semi-rural to suburban locations. Sandy Misiewicz also noted that we are planning a webinar with the GIS Working Group to discuss how to display crash mapping data using ArcMap and ArcGIS Pro.

4. HSIP Training Tools for Local Governments
Sandy Misiewicz mentioned that at the peer exchange in Utica a few years ago, one of the recommendations was to look at HSIP 101 training for local governments. Sandy, David Orr (CLR), and Regina Doyle (NYSDOT) discussed this topic recently. There is an expected capital program update in 2021 and this training would be useful in tandem with that program. In addition, CLEAR will be launching and NYSDOT will be updating the red and yellow books to explain the HSIP crash data analysis process. CLEAR and the updated analysis methodology will be rolled out at the same time - anticipated for June 2021. A CLEAR demo will be arranged (possibly in May). During the meeting, there was also discussion about what we can do to help local governments identify projects for HSIP funding. Ideas include developing some kind of flow chart/questionnaire for local governments to help develop a good HSIP project (such as a systemic project, a site specific project, or a corridor project). This will be explored in the coming months.

Emily Dozier asked about some more details about what is in the red and yellow books. Sandy Misiewicz noted that red book has highway safety improvement program
documentation that explains how New York analyzes crash data. The yellow book explains details in terms of documentation, collision diagrams, and countermeasures. Both resources are dated. With the new CLEAR system and the ability for CLEAR do this analysis, it is important that these resources are updated.

Emily Dozier asked if more municipalities would have access to CLEAR (most municipalities do not use ALIS at all)? Sandy Misiewicz stated that the idea is to make the application more user friendly. Sandy Misiewicz noted that this will help a local government going further to see if there is a possibility of an HSIP project. Emily Dozier agreed that it is a huge hurdle not having crash data. Sandy Misiewicz stated that application is only as good as the crash reporting that goes into the system. But in terms of calculating a benefit cost ratio, CLEAR should be able to do that for us. It will still need to be properly assessed to develop a HSIP application. Hector Boggio believes it is a good idea for local governments to develop a project from the ground up. Often municipalities ask if they could use HSIP for a specific project. Sandy Misiewicz agreed that often locals have a reason for a project but it is not necessarily a data driven safety reason. MPOs can help provide the crash data within a specific context.

5. **October Pedestrian Safety Month Recap**
Sandy Misiewicz mentioned that she listened to the state-wide call and they were still compiling numbers on level of involvement, social media counts, etc. related to October Pedestrian Safety Month. They are still gathering data from the police departments. Sandy Misiewicz observed posts on social media and PSAs on television and local enforcement efforts. Emily Dozier asked what kind of communication is delivered to agencies about the effort? She noted that she reached out to a focus community and due to staff changes they did not participate as they had in a previous year. It might be useful to be included into the outreach project to help with encouraging participation. Sandy Misiewicz noted that DOH reached out to the 20 focus communities. Sandy will follow up with the team on this issue. It is a challenge as traffic safety staff change frequently in police departments. Sherry Southe noted that the Suffolk County Traffic Safety Board will be getting more involved with NYMTC going forward and NYMTC will be also coordinating with Nassau County. Sandy Misiewicz said it would be important to encourage groups to reactivate as much as possible.

Sandy Misiewicz noted that we received a resource guide from Danena Gaines on local road safety plans from FHWA and it has been added to the NYSAMPO Safety Education Toolkit. Please send Kathy Ember additional resources if you would like them to be posted.

Jennifer Hogan indicated that a flyer was sent to each focus area in the police departments. The challenge is personnel changes. In addition, they are also holding quarterly calls which is an option to include enforcement personnel going forward in the quarterly calls. Jennifer will discuss this with Jim Knapp at GTSC about doing this outreach.

6. **Partner Updates**
a. **NYSDOT**: Regina Doyle noted a few items about CLEAR – most of our program is going to stay similar with a data-driven approach, benefit cost analysis, and approved countermeasures but there will be a lot of extra tools available to help to determine HSIP projects. Currently, systemic analysis is done manually. Everyone will have the same tool in the system that NYSDOT has going forward. There will be regular network screening identifying hot spots. Local governments can generate their own Priority
Investigation Location (PIL) list. If a municipality just has crash data then network screening can be based on KA crashes per mile. Network screening will be done based on what data is available. Forms will be electronic rather than manual. NYSDOT is also working on the Roadway Departure Plan which is a 3 E Plan. DOH, NYSDOT, GTSC, FHWA, and some MPOs are participating. NYSDOT has finished the data analysis and we are looking at developing countermeasure and countermeasure packages. We hope to have it finished by the end of the year or early next year. We did a systemic analysis of state system and state-wide hot spot analysis (KA crashes per mile). Local municipalities can compare how their data compares to the state average. Emily Dozier asked about the local funding program. Regina Doyle noted that a local component is planned.

b. ITSMR: Renee Varone reported by email that ITSMR has made updates to the following crash reports as of September 3rd: manner of collision was added to all crash summary reports and Tickets. New York State aggressive driving and county aggressive driving tickets were added. On September 11th alcohol involvement in fatal and PI MC crashes were added and on September 28th, fatalities/person’s injured were added to the crash data at the county and municipality level. Upcoming updates include contributing factors for the driver (for speed, alcohol, drug, and impaired) crash reports and preliminary 2020 Tickets will be updated as well. Fact Sheets will also be added to the ITSMR website.

c. GTSC: No report.

d. Cornell Local Roads Program: David Orr noted that CLRP is looking for ideas for webinars. They are considering doing webinars past the COVID period and they may be doing two webinars a month.

e. NHSTA: Shannon Trice introduced the new NHSTA contact for the Safety Working Group - Allison Beas. Alison will be starting in January. The Safety Working Group welcomed Allison.

f. FHWA: No report.

g. NYSATSB: No report. Sandy Misiewicz has not heard from NYSATSB to date but will let everyone know some information when it is available.

7. Training/Conferences
Sandy Misiewicz noted that there are some training options on the agenda and there will be upcoming webinars that might be of interest to the group.

8. 2020 Meeting Schedule/2021 Meeting Schedule
Sandy Misiewicz noted that the meeting schedule is posted on the agenda – we may cancel the December meeting if it is not needed. Kathy Ember will follow up with a Doodle Poll on possible 2021 meeting dates.

Action Items
- Please send any resources to be added for the NYSAMPO Safety Education Toolkit to Kathy Ember for posting to the NYSAMPO website.
- A Doodle Poll will be sent to select 2021 Safety Working Group meeting dates.