

**DOT Listening Session Summary  
Traffic Records Forum  
Orlando, FL  
July 29, 2008**

**408 Process:**

- The FY2008 408 review process was a better experience than in previous years due partly to the advanced preliminary certification of progress made on their performance measures and the interim quarterly reports.
- There continues to be confusion over the 408 process, i.e. what is an approval letter, is it a validation letter, do we need to continue providing quarterly reports to the Regional offices next year.
- The 408 application and review process continues to demand an immense amount of time compared to the other grant programs (402 and 403).
- There appears to continue to be a difference between National and Regional level criteria of what constitutes acceptance of progress.

**Showing Progress:**

- Progress without numbers remains to be an issue both at the State level and the National level. The 408 program is blind to the preparatory progress that is made within a State. State institutions require showing actual progress toward a goal as a means of obtaining State approval and not numbers.
- Reauthorization should include language that will include progress without requiring measurable progress.
- The 408 program appears to be narrow-minded and focused only on improvements on crash data

**408 Data System:**

- Attendees were grateful for the technical assistance received while working with the 408 Data System. Users would like the system to be less restrictive and more user-friendly.

**TRCC Representation and State Action:**

- State TRCC's vary from State to State some having larger membership than others.
- TRCCs play a positive role in communication and coordination.
- It is a major task to convince participation and to get the appropriate representatives to the table but in many cases it was found that the process helped in mending political fences, bringing more individuals to table from other organizations, and soliciting new projects.
- Membership turnover continues to be an issue especially at the Executive Board level; which during transitional times contributes to the delay in committee progress, project approvals, and reeducating new members.
- Each State has approached their TRCC differently. Some TRCC's required a CIO and Secretary Representation from each agency, while others are moving their meetings around to different areas in the states to assist in educating core area representatives on the importance of the system and what is involved in the process.

**ACTION ITEMS:**

- Continue communication and training from Headquarters staff to both the Regional level and State level on performance measures.
- Continue to improve and update the 408 System.
- Consider Reauthorization language that will include progress without requiring measurable (numbers) progress.
- Add an executive summary to TR101 that explains the Traffic Records System in a condensed manner for new executives.
- Develop a tool to help educate core organizations within States to better understand and communicate the magnitude of and the importance of linking various systems, i.e., a best practice product.