

**Strategic Plan
for Traffic and Criminal Software (TraCS)
in Alaska**

Introduction

TraCS (Traffic and Criminal Software) is a data collection and reporting application for the public safety community. Using mobile computing technologies to capture and report incident data where it occurs, TraCS improves the accuracy, completeness, and timeliness of incident data and reduces administrative duties and paperwork required.

The TraCS Alaska Steering Committee seeks to implement TraCS to improve the collection and sharing of citation, crash, and other incident data. This strategic plan is the road map to accomplish that goal.

Vision Statement

To deploy TraCS software across Alaska and provide use and support to all Law Enforcement agencies.

Mission Statement

The mission of the Steering Committee is to provide leadership oversight to TraCS projects in Alaska by providing a forum for state and local government personnel to address challenges, promote information sharing and cooperation, make recommendations to State leadership on TraCS matters, and collaborate on planning and funding requests.

Goals

1. Make TraCS software available to all Law Enforcement agencies in Alaska.
 - a. Identify and obtain funding sources.
 - b. Procure equipment effectively and efficiently
 - c. Identify deployment targets
 - d. Deploy equipment
 - e. Train officers to retain information
 - f. Develop the Alaska TraCS user community
2. Improve the quality of incident data in Alaska.
 - a. Timeliness
 - b. Accuracy
 - c. Completeness
 - d. Uniformity
3. Improve the use of incident data in Alaska.
 - a. Integration
 - b. Accessibility of electronic data
4. Expand the types of incident data collected.
 - a. Identify and develop new standardized forms

Objectives and Strategies

1. Goal: Make TraCS software available to all Law Enforcement agencies in Alaska.
 - 1.1. Objective: Identify and obtain funding sources
 - 1.1.1. *Strategy:* Identify applicable funding sources within Federal grants.
 - 1.1.2. *Strategy:* Explore and identify funding resources within State operating or capital budgets.
 - 1.1.3. *Strategy:* Identify additional funding sources available to member agencies.
 - 1.1.4. *Strategy:* Apply for and obtain identified funding.
 - 1.2. Objective: Procure equipment effectively and efficiently
 - 1.2.1. *Strategy:* Maintain updated equipment specifications.
 - 1.2.2. *Strategy:* Continue to leverage the Department of Public Safety as the designated procurement agency.
 - 1.3. Objective: Prioritize deployment targets
 - 1.3.1. *Strategy:* Identify agencies interested in obtaining and implementing TraCS.
 - 1.3.2. *Strategy:* Use incident data to identify additional deployment targets.
 - 1.3.3. *Strategy:* Consider resource availability, geographical, environmental, and other logistical factors for determining deployment priority.
 - 1.4. Objective: Deploy equipment
 - 1.4.1. *Strategy:* Leverage the State Equipment Fleet (SEF) to install in car mounting equipment.
 - 1.4.2. *Strategy:* Identify other installation service alternatives.
 - 1.4.3. *Strategy:* Leverage DPS staff and contractors to configure computers.
 - 1.5. Objective: Train officers to use TraCS.
 - 1.5.1. *Strategy:* Leverage DPS and Local Law Enforcement Agency representatives to train officers.
 - 1.5.2. *Strategy:* Create online training videos, reference manuals and other training materials.
 - 1.6. Objective: Create and maintain a strong support infrastructure to include technical support, troubleshooting and training.
 - 1.6.1. *Strategy:* Investigate funding opportunities to maintain and enhance the TraCS support and continuity of operation currently provided by DPS.
 - 1.6.2. *Strategy:* Encourage enhancement of statewide network infrastructure to support the timely transfer of incident data.
 - 1.6.3. *Strategy:* Promote and sustain communications from the field to ensure that issues are handled expeditiously by the agencies.

1.6.4. *Strategy*: Develop reports to track service improvements and to identify any issues and solutions.

1.7. Objective: Develop the Alaska TraCS user community in order to continue to develop and improve the TraCS software.

1.7.1. *Strategy*: Support and fund the annual TraCS user group meeting

1.7.2. *Strategy*: Obtain feedback from TraCS users and implement improvements based on feedback.

2. Goal: Improve the quality of incident data in Alaska:

2.1. Objective: Timeliness

2.1.1. *Strategy*: Create and maintain a central repository of TraCS data

2.1.2. *Strategy*: Implement and maintain policies which encourage the submission of citation data to the central repository within 24 hours after the citation is issued.

2.1.3. *Strategy*: Implement and maintain policies which transmit finalized crash reports to the State of Alaska Department of Administration Division of Motor Vehicles Crash Data Repository within 24 hours after the crash report has been finalized.

2.1.4. *Strategy*: Implement and maintain policies and procedures which encourage the submission of citation data to the Alaska Court System within 24 hours where authorized by agreement.

2.2. Objective: Accuracy

2.2.1. *Strategy*: Consumer agencies will analyze raw crash data, identify agency specific critical data elements and develop accuracy reports.

2.2.2. *Strategy*: Add data validations to ensure data is entered in the field accurately.

2.2.3. *Strategy*: Evaluate root cause of other accuracy issues. E.g. In person training, refresher training, training manuals, online training videos and resources, etc.

2.3. Objective: Completeness

2.3.1. *Strategy*: Identify critical data elements required by consumer agencies.

2.3.2. *Strategy*: Add data validations to ensure the critical data elements are entered in the field.

2.3.3. *Strategy*: Per business requirements implement a supervisor approval process before data is forwarded to appropriate repository agencies.

2.4. Objective: Uniformity

2.4.1. *Strategy*: Use database lookup tables where applicable to ensure standards and/or statutory and court rule compliance. E.g. Model Minimum Uniform Crash Criteria (MMUCC), Alaska Court Rules

2.4.2. *Strategy*: Where applicable identify the level or percentage of compliance with standards.

3. Goal: Improve the use of incident data in Alaska.

3.1. Objective: Integration

3.1.1. *Strategy*: The TraCS steering committee will review applicable data exchange standards based on best practices, state and national standards that promote seamless, accurate and timely data sharing and endorse the implementation of these standards where appropriate.

3.1.2. *Strategy*: Utilize statewide common unique identifiers in incident data to better enable subscriber agency integration. E.g. APSIN ID, Arrest Tracking Number (ATN), etc.

3.2. Objective: Accessibility of electronic data

3.2.1. *Strategy*: Implement the exchange of data electronically with data consumers that implement standards based on best practices, state and national standards.

3.2.2. *Strategy*: Determine agency data access requirements; evaluate current availability and satisfaction level. Determine where and how data accessibility can be improved.

4. Goal: Expand the types of incident data collected.

4.1. Objective: Identify and develop new standardized forms

4.1.1. *Strategy*: Identify non-standard form use where statutory authority currently exists that authorizes or allows for a standardized statewide form. E.g. Order and notice of revocation (DMV), Booking form (DOC)

4.1.2. *Strategy*: Identify non-standard form use where statutory authority does not currently exist. E.g. Impound form

4.1.3. *Strategy*: Obtain stakeholder support for prioritization and development of standardized forms without the requirement for statutory authority.