**Mailing Address:**
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295
Fax: (802) 828-2483

**STATE OF VERMONT**
**JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

# MEMORANDUM

**To:** James Reardon, Commissioner of Finance & Management

**From:** Rebecca Buck, Staff Associate RB

**Date:** December 13, 2006

**Subject:** Status of Positions Request

No Joint Fiscal Committee member has requested that the following item be held for review:

**JFO #2274** – Request from the Department of Public Safety, Governor's Highway Safety Program to establish two (2) new limited service positions: one (1) Public Information Officer and one (1) Crash Data Analyst. These sponsored positions are 100% federally funded and associated with a continuing National Highway Traffic Safety Administration grant and in accordance with the Vermont 2007 Highway Safety Master Plan.
[*JFO received 11/13/06*]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Linda Morse
Kerry Sleeper
Molly Paulger
Jenny Audet

**From:** "Paco Aumand" <paumand@dps.state.vt.us>
**To:** "Michael Obuchowski" <OBIE@leg.state.vt.us>
**Date:** 12/1/2006 1:29 PM
**Subject:** RE: Questions from Rep. Michael Obuchowski regarding JFO #2274
**Attachments:** GHSP Position Questions.doc

**CC:** "Steve Klein" <SKLEIN@leg.state.vt.us>, "Rebecca Buck" <RBUCK@leg.state....
Finally, I have gotten to get the answers for your questions. I am sorry for the delay. I hope this is helpful and please let me know if you have other questions.

Our highway safety coordinator, Jeanne Johnson, has been deployed to Iraq with the military and we have moved Steve Reckers a long time employee into the interim coordinator position. That change and the Thanksgiving holiday caused us some problems. Hope all is well with you and in Bellows Falls.
Paco

Francis X. (Paco) Aumand III
Director, Division of Criminal Justice Services
Vermont Department of Public Safety
103 S. Main St.
Waterbury, VT 05671

802 241-5488

-----Original Message-----
From: Rebecca Buck [mailto:RBUCK@leg.state.vt.us]
Sent: Thursday, November 16, 2006 1:43 PM
To: Paco Aumand
Cc: Michael Obuchowski; Steve Klein
Subject: Questions from Rep. Michael Obuchowski regarding JFO #2274

Good afternoon Paco--

Representative Obuchowski has the following questions regarding JFO #2274 (2 new limited service positions in Dept. of Public Safety, Gov's Highway Safety Program--1 Public Info Officer and 1 Crash Data Analyst).

1) In the spreadsheet provided both positions are listed at a funding level of $75,000 each. What is the actual anticipated breakdown of salary and benefits for each of the positions?

2) What happens to these positions when the grant funding ends?

3) With regard to the PIO, will this position have anything to do with primary enforcement of the seatbelt law? Will they have a lobby role regarding this issue either with the public or legislature?

4) Please provide greater detail as to what each of these positions will do.

Please cc me on your response to Rep. Obuchowski. Thanks. --Becky

**1) In the spreadsheet provided both positions are listed at a funding level of $75,000 each. What is the actual anticipated breakdown of salary and benefits for each of the positions?**

The $75,000 figure is a number put into our plan to ensure we planned for adequate funds to support these positions. The positions have not been graded nor do we know the circumstances that will be applied when an individual accepts employment in these jobs (i.e. the type of medical coverage selected by an employee affects the benefits amount and the placement of the employee in the grade and step system affects the wage). In order to address this question, I assumed the position will be **PG 21** and the person will be hired from outside the state employee pool (**Step 1**).

The amount for each employee is estimated to be: $60,775.92

Personal Services Estimate for: GHSP Requested Positions

| Description | Amount | # of Pay dates | Total |
|---|---|---|---|
| Salary** | 1,364.80 | 26 | 35,484.80 |
| Overtime*** | 127.95 | 26 | 3,326.70 |
| FICA | 114.20 | 26 | 2,969.08 |
| Retirement | 144.80 | 26 | 3,764.72 |
| Health Ins. | 538.21 | 26 | 13,993.46 |
| Life Ins. | 4.76 | 26 | 123.84 |
| Dental | 41.74 | 26 | 1,085.24 |
| EAP | 1.08 | 26 | 28.08 |
| | | | 60,775.92 |

** Based on pay grade 21 step 1 ($17.06/hr)
*** Based on 5 hours per pay period

**2) What happens to these positions when the grant funding ends?**

If and when the grant funds either expire or are seriously reduced, these positions would also expire without a substitution of other grant funds. The highway safety grants program, the planned source of funds, has been active since 1966, so its demise seems unlikely. A serious reduction could occur, but given SAFETY-LU was just passed as a 5-year reauthorization, any reduction in the program is unlikely until 2011.

**3) With regard to the PIO, will this position have anything to do with primary enforcement of the seatbelt law? Will they have a lobby role regarding this issue either with the public or legislature?**

This position's role will be to encourage safe driving behaviors and publicize highway safety events and activities. The specific activities will be in the area of press releases, articles for publications, highway safety required documents and providing factual information requested

from any source. The position is not to promote any law or change in any law. We will not allow any activity that would be considered lobbying for the passage of a primary safety belt law.

**4) Please provide greater detail as to what each of these positions will do.**

Public Information Officer:

Works in cooperation with state, county and local law enforcement and educational partners to develop and implement comprehensive programs to promote traffic safety. In cooperation with traffic safety partners, identifies collaborative opportunities and develops joint initiatives to enhance programs to increase traffic safety.

*This is to provide a resource to the state, county and local government units as well as highway safety partners in the non-profit community to develop and distribute a statewide consistent message to promote child passenger protection, belt use, unimpaired driving, motorcycle safety and all aspects of traffic safety behavior.*

Develops scripts and oversees production of public safety promotional films, vignettes and radio spots for use as Public Service Announcements or as paid promotions and develops other visual aids, brochures and other media material. Coordinates and buys the placement of radio and television commercials and PSAs. Works with Vermont media outlets to support strategic traffic safety campaigns in Vermont and responds to inquiries for information and/or assistance from media.

*In doing this, highway safety law enforcement mobilizations will have an effective, tailored media component. We currently employ the mobilization model for drinking and driving (You Drink, You Drive, You Lose) and safety belt use (Click It or Ticket). We anticipate aggressive driving and motorcycle mobilizations being conducted within the foreseeable future.*

Researches and writes, in conjunction with the Highway Safety Program Staff, the annual Vermont Highway Safety Plan and Annual Report.

*The Highway Safety Plan and Annual Report are required documents that are opportunities to promote the State's activities to the funding federal agency and by extension the Congress which ultimately appropriates the federal funds to continue the programs. By having a dedicated public information specialist help prepare these documents, the Highway Safety Office can create a better product and better showcase our successes.*

Writes, distributes and promotes the publication of news releases to all Vermont news media outlets.

*In a continuing effort to promote safety on the roadways and focus public attention on specific problems and solutions, the PIO will write and distribute news items, informational pieces and consumer information. The subjects include impaired driving, pedestrian safety, child passenger protection, driving distractions, occupant protection, winter driving and other issues as they arise.*

Designs and coordinates the posting of information and messages on the Governor's Highway Safety web site.

*The Governor's Highway Safety web site requires frequent change. Issues of interest change and new information is always available for a variety of highway safety issues. Frequent creation of new information to post is both time consuming and necessary. Each month a new area of focus is highlighted by national agencies and organizations. To keep the information up to date, fresh and interesting content must be written, rewritten, updated and posted. One of the tasks for the PIO will be to use the web page to provide information to the public and to make the web page a resource for teachers, activists and legislators.*

The PIO directs the efforts to communicate with particular audiences based upon demographics, activity and season of the year; prepares presentations for public displays when necessary and develops information packages for both the general public and the traffic safety community.

*This activity although specific will also support the activities listed above. Whether the event is the annual Emergency Medical Conference or a school/community safety event we receive many requests for safety information targeted to a specific problem, population or area. The PIO will respond to these needs with relevant current information in an audience-oriented product.*

Data Analyst:

Plans and conducts complex data gathering research and evaluation projects and develops research strategies and methods.

*The Data Analyst will, upon the posing of a question by primarily police agencies and to lesser degrees, safety advocates or other interested parties, find the data and methods to answer those questions within the limitations of the data sets available in Vermont. The information may be expressed in a variety of normalizing methods and may be compared to regional or national rates or counts.*

Collects crash data and information and applies various techniques to determine potential areas of action.

*The desired results or uses of the analysis will determine the data set or sets to be included in the analysis activity. The analyst will determine the needs of the project, the potential data sources and collect the data/information needed for the project. The analyst will use a variety of methods to build information to support decision making.*

Analyzes crash location and cause information. Interprets results of data analysis and recommends areas (geographic and behavioral) for law enforcement or educational solutions.

*Crash, crash causes and crash charactaristics will be the primary focus of the analyst's work. Other areas of interest will be citation information, violator and crash operator characteristics and geoghraphic crash characteristics. The outcome of much of the analist's work and the core responsibility of the analyst will be to provide information to law enforcement managers to guide enforcement efforts to those ares and populations where best use of resources can be expected.*

Develops and maintains Vermont crash data, information and statistics. Answers questions and inquiries received from law enforcement agencies across Vermont. Consults with various state, local and county law enforcement personnel.

*To accomplish the core responsibility and establish usable information the analyst will build a web of information sources throughout Vermont to gain access to crash, driver, citation and other analysis resources to consolidate the information needed to draw the conclusions needed to manage the traffic safety law enforcement resource most effectively.*

Prepares written and oral reports of statistical and analytical products, findings and recommendations.

**From:** Rebecca Buck
**To:** Aumand, Paco
**Date:** 11/16/2006 12:18:05 PM
**Subject:** Questions from Rep. Michael Obuchowski regarding JFO #2274

Good afternoon Paco--

Representative Obuchowski has the following questions regarding JFO #2274 (2 new limited service positions in Dept. of Public Safety, Gov's Highway Safety Program--1 Public Info Officer and 1 Crash Data Analyst).

1) In the spreadsheet provided both positions are listed at a funding level of $75,000 each. What is the actual anticipated breakdown of salary and benefits for each of the positions?

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4) Please provide greater detail as to what each of these positions will do.

Please cc me on your response to Rep. Obuchowski. Thanks. --Becky

**CC:** Klein, Steve; Obuchowski, Michael

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Drawer 33
Montpelier, Vermont 05633-5701

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Fax: (802) 828-2483

**STATE OF VERMONT**
**JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

# MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Rebecca Buck, Staff Associate RB

**Date:** November 14, 2006

**Subject:** Positions Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2274** – Request from the Department of Public Safety, Governor's Highway Safety Program to establish two (2) new limited service positions: one (1) Public Information Officer and one (1) Crash Data Analyst. These sponsored positions are 100% federally funded and associated with a continuing National Highway Traffic Safety Administration grant and in accordance with the Vermont 2007 Highway Safety Master Plan.
[*JFO received 11/13/06*]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Rebecca Buck at 802/828-5969; rbuck@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you would like this item held for committee review. Unless we hear from you to the contrary by November 28 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
Kerry Sleeper, Commissioner
Molly Paulger, Classification Manager
Jenny Audet, Classification Program Technician

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**JOINT FISCAL COMMITTEE**
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# MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Rebecca Buck, Staff Associate RB

**Date:** November 14, 2006

**Subject:** Positions Request

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[*JFO received 11/13/06*]

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cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
Kerry Sleeper, Commissioner
Molly Paulger, Classification Manager
Jenny Audet, Classification Program Technician

JFO #
2274

# STATE OF VERMONT
# GRANT POSITION ACCEPTANCE FORM

| | |
|---|---|
| GRANT SUMMARY: | National Highway Safety Grant<br>(continuing NHTSA grants at least since the 90's) |
| DATE: | October 25, 2006 |
| DEPARTMENT: | Department of Public Safety |
| GRANT AMOUNT: | $590,568 |
| GRANT PERIOD: | October 1, 2005 - September 30, 2007 |
| GRANTOR/DONOR: | U.S. Department of Transportation |

POSITIONS REQUESTED (LIMITED SERVICE):
One (1) Public Information Officer
One (1) Crash Data Analyst

ANY ON-GOING, LONG-TERM COSTS TO THE STATE:
None for the period of the agreement.

COMMENTS:
These Governor's Highway Safety Program positions will be 100% federally funded with Highway Safety Program (23 USC Section 402) funds. DWB

| | |
|---|---|
| DEPT. FINANCE AND MANAGEMENT: | (INITIAL) 11/7/06 |
| SECRETARY OF ADMINISTRATION: | (INITIAL) MB 11.7.06 |
| SENT TO JOINT FISCAL OFFICE: | (DATE) 11/7/06 |

RECEIVED
NOV 13 2006
JOINT FISCAL OFFICE

REC'D OCT 24 2006

**MEMORANDUM**

DEPARTMENT OF PUBLIC SAFETY
Deb Bruce
Personnel Administrator
Ph.: 241-5160 / Fax: 241-5553
dbruce@dps.state.vt.us

DATE: October 13, 2006

TO: Molly Paulger, Director of Classification and Compensation

CC: File
David Beatty, Budget Analyst – Finance and Management

FROM: Deb Bruce, Personnel Administrator

RE: POSITION REQUEST FORM

***

Molly,

Enclosed is a Position Request Form submitted on behalf of the Governor's Highway Safety office, and the Commissioner of Public Safety; requesting creation of two (2) new positions.

These positions will be 100% federally funded, using 402 funds.

Also enclosed is our Acceptance Letter from the National Highway Traffic Safety Administration, a copy of the Highway Safety Act of 1966 (23 USC Chapter 4),two (2) complete "Vermont 2007 Highway Safety Master Plan" documents, and two (2) RFR's.

Respectfully submitted for DHR and Dept. of Finance review.

Please contact me should you have any questions.

10-20-06

David -

1. I am not sure if these are JFO or Pool appropriate - you will need to tell me what makes sense due to funding.

RECEIVED
OCT 17 2006
STATE OF VERMONT
DEPT. OF PERSONNEL

2. The positions requested appear to make sense based on the program roles described. I am comfortable with approval IF the funding is okay with you.

Thanks
Molly

5
Reckes DUI
Lakerge
King
Johnson
Perkin

# STATE OF VERMONT
# Joint Fiscal Committee Review
# Limited Service - Grant Funded
# Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report **must** be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Department of Public Safety Date: 02 Oct 2006

Name and Phone (of the person completing this request): Deborah Bruce, ~~241-5106~~ 241-5160

Request is for:

☐ Positions funded and attached to a new grant.

☒ Positions funded and attached to an existing grant approved by JFO #This is an existing grant – without an assigned JFO number. The funding source is through an ongoing stream of funds authorized by The Highway Safety Act of 1966 (reference Section 402 Highway Safety Grant Funding Program). Congress provides funding for highway safety programs through the transportation/highway safety funding bill – the National Highway Traffic Safety Administration (NHTSA) manages the 402 program, and distributes funds annually to individual states based on a formula, in amounts ranging from $750,000 to one million dollars per year. The positions requested below are included in the 2007 Highway Safety Master Plan – and will be funded using 402 funds.

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

Granting Agency: National Highway Traffic Safety Administration – authorized by the Highway Safety Act of 1966 (Section 402, Highway Safety Grant Funding Program). Grant detail is attached.

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

| Title* of Position(s) Requested | # of Positions | Division/Program | Grant Funding Period/Anticipated End Date |
|---|---|---|---|
| Highway Safety Public Info. Officer | 1 (one) | Criminal Justice Services Division/GHS Program | Funding period: 10/1/2006 – 9/30/2007 |
| Crash Data Analyst | 1 (one) | Criminal Justice Services Division/GHS Program | Funding period: 10/1/2006 – 9/30/2007 |

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need: Justification is outlined in the Highway Safety Master Plan.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b).

**STATE OF VERMONT**
**Joint Fiscal Committee Review**
**Limited Service - Grant Funded**
**Position Request Form**

| | |
|---|---|
| Signature of Agency or Department Head | Date 10/06/06 |
| Approved/Denied by Department of Human Resources | Date 10-17-06 |
| Approved/Denied by Finance and Management | Date 11/7/06 |
| Approved/Denied by Secretary of Administration | Date 11.7.06 |

Comments:

DHR approval is based on [redacted] positions requested and my understanding of the program. I defer funding/budget approval to Budget & Management.
MOP.

# Request for Classification Review
# Position Description Form A

**For Department of Personnel Use Only**

Date Received (Stamp)

Notice of Action #_____

Action Taken: _____

New Job Title _____

Current Class Code _____ New Class Code _____

Current Pay Grade _____ New Pay Grade _____

Current Mgt Level____ B/U ____ OT Cat. ____EEO Cat. ____FLSA ____

New Mgt Level _____ B/U ____OT Cat. ____EEO Cat. ____FLSA ____

Classification Analyst_____Date _____ Effective Date: _____

Comments:

Date Processed: _____

Willis Rating/Components: Knowledge & Skills: _____ Mental Demands: _____ Accountability: _____
Working Conditions: _____ Total: _____

**Incumbent Information:**

Employee Name: ☐ Employee Number: ☐

Position Number: ☐ Current Job/Class Title: ☐

Agency/Department/Unit: ☐ Work Station: ☐ Zip Code: ☐

Supervisor's Name, Title, and Phone Number: ☐

How should the notification to the employee be sent: ☐ employee's work location ☐ or ☐ other address, please provide mailing address: ☐

**New Position/Vacant Position Information:**

New Position Authorization: ☐ Request Job/Class Title: Highway Safety Public Information Officer

Position Type: ☐ Permanent or ☒ Limited / Funding Source: ☐ Core, ☐ Partnership, or ☐ Sponsored

Vacant Position Number: ☐ Current Job/Class Title: ☐

Agency/Department/Unit: Department of Public Safety Work Station: Waterbury Zip Code: 05671

Supervisor's Name, Title and Phone Number: Jeanne Johnson; Coordinator, Governor's Highway Safety Program; 802-241-5501

**Type of Request:**

☒ **Management:** A management request to review the classification of an existing position, class, or create a new job class.

☐ **Employee:** An employee's request to review the classification of his/her current position.

## 1. Job Duties

This is the ***most critical*** part of the form. Describe the activities and duties required in your job, **noting changes (new duties, duties no longer required, etc.) since the last review**. Place them in order of importance, beginning with the single most important activity or responsibility required in your job. The importance of the duties and expected end results should be clear, including the tolerance that may be permitted for error. Describe each job duty or activity as follows:

- **What** it is: The nature of the activity.
- **How** you do it: The steps you go through to perform the activity. Be specific so the reader can understand the steps.
- **Why** it is done: What you are attempting to accomplish and the end result of the activity.

For example a Tax Examiner might respond as follows: **(What)** *Audits tax returns and/or taxpayer records.* **(How)** *By developing investigation strategy; reviewing materials submitted; when appropriate interviewing people, other than the taxpayer, who have information about the taxpayer's business or residency.* **(Why)** *To determine actual tax liabilities.*

Works in cooperation with state, county and local law enforcement and educational partners to develop and implement comprehensive programs to promote traffic safety. In cooperation with traffic safety partners, identifies collaborative opportunities and develops joint initiatives to enhance programs to increase traffic safety.

Develops scripts and oversees production of public safety promotional films, vignettes and radio spots for use as Public Service Announcements or as paid promotions. Develops other visual aids, and other media material. Coordinates and buys the placement of radio and television commercials and PSAs.

Researches and writes, in conjunction with the Highway Safety Program Staff, the annual Vermont Highway Safety Plan and Annual Report.

Writes, distributes and promotes the publication of news releases to all Vermont news media outlets.

Designs and coordinates the posting of information and messages on the Governor's Highway Safety web site.

Works with Vermont media outlets to support strategic traffic safety campaigns in Vermont and responds to inquiries for information and/or assistance from media.

Directs the efforts to communicate with particular audiences based upon demographics, activity and season of the year.

Prepares presentations for public displays when necessary.

Develops information packages for both the general public and the traffic safety community.

## 2. Key Contacts

This question deals with the personal contacts and interactions that occur in this job. Provide brief typical examples indicating your primary contacts (**not** an exhaustive or all-inclusive list of contacts) other than those persons to whom you report or who report to you. If you work as part of a team, or if your primary contacts are with other agencies or groups outside State government describe those interactions, and what your role is. For example: you may *collaborate, monitor, guide, or facilitate change.*

Coordinates with media producers(i.e. film and audio cameramen and recorders) to create

effective messages for public information campaigns.

Works with news media placement officials and managers to publicize highway safety issues and goals.

Negotiates with industry and Vermont-based sports team officials to establish partnerships, sponsorships and endorsements of highway safety messages.

Coordinates traffic safety messages to State Police managers, Sheriff's, local Police Chiefs, Department of Motor Vehicles enforcement leaders and constables to promote highway safety program support through consistant public information messages.

**3. Are there licensing, registration, or certification requirements; or special or unusual skills necessary to perform this job?**

Include any special licenses, registrations, certifications, skills; (such as counseling, engineering, computer programming, graphic design, strategic planning, keyboarding) including skills with specific equipment, tools, technology, etc. (such as mainframe computers, power tools, trucks, road equipment, specific software packages). Be specific, if you must be able to drive a commercial vehicle, or must know Visual Basic, indicate so.

Web Page design and graphics skills.

**4. Do you supervise?**

In this question "supervise" means if you direct the work of others where you are held **directly** responsible for assigning work; performance ratings; training; reward and discipline or effectively recommend such action; and other personnel matters. List the names, titles, and position numbers of the classified employees reporting to you:

N/A

**5. In what way does your supervisor provide you with work assignments and review your work?**

This question deals with how you are supervised. Explain how you receive work assignments, how priorities are determined, and how your work is reviewed. There are a wide variety of ways a job can be supervised, so there may not be just one answer to this question. For example, some aspects of your work may be reviewed on a regular basis and in others you may operate within general guidelines with much independence in determining how you accomplish tasks.

Tasks are assigned by the Coodinator of the Vermont Governor's Highway Safety Program in a broad sense with great latitude in the performance of duties. The PIO is expected to understand and support traffic safety principles and establish relationships to promote the highway safety philosophy. Assigned tasks are expected to be accomplished in a professional and efficient manner.

**6. Mental Effort**

This section addresses the mental demands associated with this job. Describe the most mentally challenging part of your job or the most difficult typical problems you are expected to solve. Be sure to give a specific response and describe the situation(s) by example.

- For example, a purchasing clerk might respond: *In pricing purchase orders, I frequently must find the cost of materials not listed in the pricing guides. This involves locating vendors or other sources of pricing information for a great variety of materials.*
- Or, a systems developer might say: *Understanding the ways in which a database or program will be used, and what the users must accomplish and then developing a system to meet their needs, often with limited time and resources.*

| |
|---|
| Finding the most effective message with a balance between promotion of highway safety, legal requirements and State sensibilities is a constant challenge. |

## 7. Accountability

This section evaluates the job's expected results. In weighing the importance of results, consideration should be given to responsibility for the safety and well-being of people, protection of confidential information and protection of resources.

What is needed here is information not already presented about the job's scope of responsibility. What is the job's most significant influence upon the organization, or in what way does the job contribute to the organization's mission?

Provide annualized dollar figures if it makes sense to do so, explaining what the amount(s) represent.

For example:

- A social worker might respond: *To promote permanence for children through coordination and delivery of services*;
- A financial officer might state: *Overseeing preparation and ongoing management of division budget: $2M Operating/Personal Services, $1.5M Federal Grants.*

| |
|---|
| The outcome of this positions efforts should be behavioral change in the general public based on the relization of the benefits of increased highway safety. |

## 8. Working Conditions

The intent of this question is to describe any adverse conditions that are routine and expected in your job. It is <u>not</u> to identify special situations such as overcrowded conditions or understaffing.

a) What significant mental stress are you exposed to? All jobs contain some amount of stress. If your job stands out as having a significant degree of mental or emotional pressure or tension associated with it, this should be described.

| Type | How Much of the Time? |
|---|---|
| To counter resistance to change and to change ingrained behaviors in the general public. | 75% |
| | |
| | |

b) What hazards, special conditions or discomfort are you exposed to? (Clarification of terms: **hazards** include such things as potential accidents, illness, chronic health conditions or other harm. Typical examples might involve exposure to dangerous persons, including potentially violent customers and clients, fumes, toxic waste, contaminated materials, vehicle accident, disease, cuts, falls, etc.; and **discomfort** includes exposure to such things as cold, dirt, dust, rain or snow, heat, etc.)

| Type | How Much of the Time? |
|---|---|
| None | |
| | |
| | |

c) What weights do you lift; how much do they weigh and how much time per day/week do you spend lifting?

| Type | How Heavy? | How Much of the Time? |
|---|---|---|
| Printed materials | up to 70 lbs | infrequent |
| | | |

d) What working positions (sitting, standing, bending, reaching) or types of effort (hiking, walking, driving) are required?

| Type | How Much of the Time? |
|---|---|
| Mostly in an office at a computer | 80% |
| On roadways or similar environments to film segements. | infrequent |

**Additional Information:**

Carefully review your job description responses so far. If there is anything that you feel is important in understanding your job that you haven't clearly described, use this space for that purpose. Perhaps your job has some unique aspects or characteristics that weren't brought out by your answers to the previous questions. In this space, add any additional comments that you feel will add to a clear understanding of the requirements of your job.

| |
|---|
| |

Employee's Signature **(required)**: N/A Date:_____

**Supervisor's Section:**

Carefully review this completed job description, but **do not** alter or eliminate any portion of the original response. Please answer the questions listed below.

1. What do you consider the most important duties of this job and why?

Getting results in increased safety belt use and reduced drinking and driving to reduce crashes , injuries and deaths on Vermont highways.

2. What do you consider the most important knowledge, skills, and abilities of an employee in this job (not necessarily the qualifications of the present employee) and why?

Understanding of behavior change through effectively delivered public education.

3. Comment on the accuracy and completeness of the responses by the employee. List below any missing items and/or differences where appropriate.

4. Suggested Title and/or Pay Grade:

Highway Safety Public Information Officer/PG 21-23

Supervisor's Signature **(required):** _____ Date: _____

**Personnel Administrator's Section:**

*Please complete any missing information on the front page of this form before submitting it for review.*

Are there other changes to this position, for example: Change of supervisor, GUC, work station?

☐ Yes ☑ No If yes, please provide detailed information.

Attachments:

☑ Organizational charts are **required** and must indicate where the position reports.

☐ Draft job specification is **required** for proposed new job classes.

Will this change affect other positions within the organization? If so, describe how, (for example, have duties been shifted within the unit requiring review of other positions; or are there other issues relevant to the classification review process).

Suggested Title and/or Pay Grade:

To be determined.

Personnel Administrator's Signature **(required)**: Deborah L Bruce Date: 10/2/06

**Appointing Authority's Section**:

Please review this completed job description but **do not alter** or eliminate any of the entries. Add any clarifying information and/or additional comments (if necessary) in the space below.

Suggested Title and/or Pay Grade:

Appointing Authority or Authorized Representative Signature **(required)** Date 10/13/06

# HIGHWAY SAFETY PUBLIC INFORMATION OFFICER

**Job Code:** 078100

**Pay Plan:** Limited Service Conditional Employee

**Pay Grade:** 19-21

**Occupational Category:** Media Design, Marketing Related

**Effective Date:**

**Class Definition:**

Promotional, marketing, and development work for the Department of Public Safety, Governor's Highway Safety Program to effectively promote safe traffic behaviors. Duties involve considerable contact with the media, other agencies of state government, law enforcement and educational partners. Work is performed under the general supervision of the Coordinator, Governor's Highway Safety Program.

**Examples of Work:**

Works in cooperation with state, county and local law enforcement and educational partners to develop and implement comprehensive programs to promote traffic safety. In cooperation with traffic safety partners, identifies collaborative opportunities and develops joint initiatives to enhance programs to increase traffic safety.

Develops scripts and oversees production of public safety promotional films, vignettes and radio spots for use as Public Service Announcements or as paid promotions. Develops other visual aids, and other media material. Coordinates and buys the placement of radio and television commercials and PSAs.

Researches and writes, in conjunction with the Highway Safety Program Staff, the annual Vermont Highway Safety Plan and Annual Report.

Writes, distributes and promoted the publication of news releases to all Vermont news media outlets.

Coordinates Governor's Highway Safety web site content and design.

Works with Vermont media outlets to support strategic traffic safety campaigns in Vermont and responds to inquiries for information and/or assistance from media.

Directs the efforts to communicate with particular audiences based upon demographics, activity and season of the year.

Prepares presentations for public displays when necessary.

Develops information packages for both the general public and the traffic safety community.

Performs related duties as required.

**Environmental Factors:**

Duties are performed in both a standard office setting and in the field. Frequent travel, both in and out of state, and work outside of regular work hours may be anticipated. Private means of transportation must be available. Strong writing, negotiating, sales and public speaking skills are required.

**Minimum Qualifications:**

Knowledge, Skills and Abilities
Considerable knowledge of communications principles and practices and advertising strategies and tactics. Working knowledge of the principles and practices of public relations.

Ability to be innovative and creative, to speak and write effectively, to deal with a variety of publics, to translate ideas to printed and/or audio-visual materials.

Ability to assemble and analyze statistical, economic and traffic safety information and to develop practical recommendations.

Ability to deal effectively with a diverse mix of advocates and media contacts.

Ability to communicate effectively, both orally and in writing.

Ability to establish and maintain effective working relationships.

Working knowledge of program planning.

Considerable knowledge of the political climate and culture of Vermont and of Vermont State Government Agencies.

Knowledge of personal computers, graphics, web design and database applications.

Education and Experience
Education: Bachelor's degree in marketing, public relations, communications or closely related field.

Experience: Two years at or above a technical level in product marketing, public

relations, communications or advertising.

Note: Additional experience as described above may be substituted for the Bachelor's degree on a six months for semester basis

Special Requirements
n/a

# Request for Classification Review
# Position Description Form A

**For Department of Personnel Use Only**

Date Received (Stamp)

Notice of Action #_____

Action Taken: _____

New Job Title _____

Current Class Code _____ New Class Code _____

Current Pay Grade _____ New Pay Grade _____

Current Mgt Level____ B/U ___ OT Cat. ____EEO Cat. ____FLSA ____

New Mgt Level _____ B/U ____OT Cat. ____EEO Cat. ____FLSA ____

Classification Analyst_____Date _____ Effective Date: _____

Comments:

Date Processed: _____

Willis Rating/Components: Knowledge & Skills: _____ Mental Demands: _____ Accountability: _____
Working Conditions: _____ Total: _____

**Incumbent Information:**

Employee Name: ☐ Employee Number: ☐

Position Number: ☐ Current Job/Class Title: ☐

Agency/Department/Unit: ☐ Work Station: ☐ Zip Code: ☐

Supervisor's Name, Title, and Phone Number: ☐

How should the notification to the employee be sent: ☐ employee's work location ☐ or ☐ other address, please provide mailing address: ☐

**New Position/Vacant Position Information:**

New Position Authorization: ☐ Request Job/Class Title: Crash Data Analyst

Position Type: ☐ Permanent or ☒ Limited / Funding Source: ☐ Core, ☐ Partnership, or ☐ Sponsored

Vacant Position Number: ☐ Current Job/Class Title: ☐

Agency/Department/Unit: Department of Public Safety Work Station: Waterbury Zip Code: 05671

Supervisor's Name, Title and Phone Number: Stephen Reckers; Coordinator Alcohol Traffic Safety Programs ; 241-5505

**Type of Request:**

☒ **Management:** A management request to review the classification of an existing position, class, or create a new job class.

☐ **Employee:** An employee's request to review the classification of his/her current position.

## 1. Job Duties

This is the ***most critical*** part of the form. Describe the activities and duties required in your job, **noting changes (new duties, duties no longer required, etc.) since the last review**. Place them in order of importance, beginning with the single most important activity or responsibility required in your job. The importance of the duties and expected end results should be clear, including the tolerance that may be permitted for error. Describe each job duty or activity as follows:

- **What** it is: The nature of the activity.
- **How** you do it: The steps you go through to perform the activity. Be specific so the reader can understand the steps.
- **Why** it is done: What you are attempting to accomplish and the end result of the activity.

For example a Tax Examiner might respond as follows: **(What)** *Audits tax returns and/or taxpayer records.* (**How**) *By developing investigation strategy; reviewing materials submitted; when appropriate interviewing people, other than the taxpayer, who have information about the taxpayer's business or residency.* (**Why**) *To determine actual tax liabilities.*

Plans and conducts complex data gathering research and evaluation projects and develops research strategies and methods. Collects crash data and information and applies various techniques to determine potential areas of action. Analyzes crash location and cause information. Interprets results of data analysis and recommends areas (geographic and behavioral) for law enforcement or educational solutions. Develops and maintains Vermont crash data, information and statistics. Answers questions and inquiries received from law enforcement agencies across Vermont. Consults with various state, local and county law enforcement personnel. Prepares written and oral reports of statistical and analytical products, findings and recommendations. Final products guide Highway Safety efforts in the area of enforcement and education. Related work as required.

## 2. Key Contacts

This question deals with the personal contacts and interactions that occur in this job. Provide brief typical examples indicating your primary contacts (**not** an exhaustive or all-inclusive list of contacts) other than those persons to whom you report or who report to you. If you work as part of a team, or if your primary contacts are with other agencies or groups outside State government describe those interactions, and what your role is. For example: you may *collaborate, monitor, guide, or facilitate change.*

Works as a conduit for traffic crash information and data gathering and analyisis. Collects data and normallizing information from a variety of sources. Some of those contacts will be in State Police, Sheriff's Departments, local Police Departments, Department of Motor Vehicles (Commercial Vehicle, Driver Improvement, Driver Licenses and Registrations Units), Agency of Transportation, Vermont Judicial Bureau, Department of Health and others as the need arises.

Deseminates the findings to Vermont law enforcement leaders, traffic safety enforcement units and traffic safety advocates. The findings and results of the incumbant's research will be conveyed to State Police managers and field leaders, sheriffs and their traffic safety deputies, chiefs of police and the traffic safety officers assigned, and a variety of traffic safety advocates such as legislators, state agency and department heads, nurses,and other professional advocates, highway safety staff, and others as the needs arise.

**3. Are there licensing, registration, or certification requirements; or special or unusual skills necessary to perform this job?**

Include any special licenses, registrations, certifications, skills; (such as counseling, engineering, computer programming, graphic design, strategic planning, keyboarding) including skills with specific equipment, tools, technology, etc. (such as mainframe computers, power tools, trucks, road equipment, specific software packages). Be specific, if you must be able to drive a commercial vehicle, or must know Visual Basic, indicate so.

The incumbant must be proficient with many data collection and reporting tools, most notably, MS Access, Excel and Word. Other information tools that may be encountered and will require some knowledge are XML and other data analysis software.

**4. Do you supervise?**

In this question "supervise" means if you direct the work of others where you are held **directly** responsible for assigning work; performance ratings; training; reward and discipline or effectively recommend such action; and other personnel matters. List the names, titles, and position numbers of the classified employees reporting to you:

No.

**5. In what way does your supervisor provide you with work assignments and review your work?**

This question deals with how you are supervised. Explain how you receive work assignments, how priorities are determined, and how your work is reviewed. There are a wide variety of ways a job can be supervised, so there may not be just one answer to this question. For example, some aspects of your work may be reviewed on a regular basis and in others you may operate within general guidelines with much independence in determining how you accomplish tasks.

Work will be assigned on a very general basis. Questions to be answered by research will come from all involved in traffic safety improvements in the state. Priorities will be set in conjunction with the supervisor, and based on the current needs of the highway safety community. A great deal of independent decision making and initiative are required.

**6. Mental Effort**

This section addresses the mental demands associated with this job. Describe the most mentally challenging part of your job or the most difficult typical problems you are expected to solve. Be sure to give a specific response and describe the situation(s) by example.

- For example, a purchasing clerk might respond: *In pricing purchase orders, I frequently must find the cost of materials not listed in the pricing guides. This involves locating vendors or other sources of pricing information for a great variety of materials.*
- Or, a systems developer might say: *Understanding the ways in which a database or program will be used, and what the users must accomplish and then developing a system to meet their needs, often with limited time and resources.*

Understanding the need for a data driven solution environment in Vermont to reduce property damage, injury and death on the roadways of Vermont requires insight, judgement and a conviction to the Mission. Demands from many agencies for information and service for products to guide the efficent application of deminishing resources across Vermont to reduce highway safety costs in terms of life, pain, suffering and dollars.

## 7. Accountability

This section evaluates the job's expected results. In weighing the importance of results, consideration should be given to responsibility for the safety and well-being of people, protection of confidential information and protection of resources.

What is needed here is information not already presented about the job's scope of responsibility. What is the job's most significant influence upon the organization, or in what way does the job contribute to the organization's mission?

Provide annualized dollar figures if it makes sense to do so, explaining what the amount(s) represent.

For example:

- A social worker might respond: *To promote permanence for children through coordination and delivery of services*;
- A financial officer might state: *Overseeing preparation and ongoing management of division budget: $2M Operating/Personal Services, $1.5M Federal Grants.*

| |
|---|
| The results of the research and analysis will guide the traffic enforcement resouces of Vermont. The effective use of the State Police Traffic Enforcement Unit and over $1,250,000 in traffic safety grant programs will hinge on the findings of this effort. |

## 8. Working Conditions

The intent of this question is to describe any adverse conditions that are routine and expected in your job. It is <u>not</u> to identify special situations such as overcrowded conditions or understaffing.

a) What significant mental stress are you exposed to? All jobs contain some amount of stress. If your job stands out as having a significant degree of mental or emotional pressure or tension associated with it, this should be described.

| Type | How Much of the Time? |
|---|---|
| Crash data in Vermont is not near real-time as demanded in the current environment. Finding needed information from diverse sources and creating meaningful informaton in short time frames will tax the incumbant of this position. | 55% |
| Demand for information. For years, the traffic safety community has struggled with data analysis and the need for "real-time" data. This position will be a focal point for a pent up demand and expectation. | 35% |
| Often the results of data analysis will not support or be contrary to the perception of problem. The demand to convince managers of a need to change the status quo can cause friction. | 25% |

b) What hazards, special conditions or discomfort are you exposed to? (Clarification of terms: **hazards** include such things as potential accidents, illness, chronic health conditions or other harm. Typical examples might involve exposure to dangerous persons, including potentially violent customers and clients, fumes, toxic waste, contaminated materials, vehicle accident,

disease, cuts, falls, etc.; and **discomfort** includes exposure to such things as cold, dirt, dust, rain or snow, heat, etc.)

| Type | How Much of the Time? |
|---|---|
| N/A | |
| | |
| | |

c) What weights do you lift; how much do they weigh and how much time per day/week do you spend lifting?

| Type | How Heavy? | How Much of the Time? |
|---|---|---|
| | | |
| | | |

d) What working positions (sitting, standing, bending, reaching) or types of effort (hiking, walking, driving) are required?

| Type | How Much of the Time? |
|---|---|
| Most work is done in either the highway safety or at another office collecting data or reporting on the results of analysis. | |
| | |

**Additional Information:**

Carefully review your job description responses so far. If there is anything that you feel is important in understanding your job that you haven't clearly described, use this space for that purpose. Perhaps your job has some unique aspects or characteristics that weren't brought out by your answers to the previous questions. In this space, add any additional comments that you feel will add to a clear understanding of the requirements of your job.

| |
|---|
| |

Employee's Signature **(required)**: N/A Date:_____

**Supervisor's Section:**

Carefully review this completed job description, but **do not** alter or eliminate any portion of the original response. Please answer the questions listed below.

1. What do you consider the most important duties of this job and why?

Giving highway safety advocates the data and information in a way that can guide the use of resources to get the most benefit in terms of improved safety on the roads of Vermont.

2. What do you consider the most important knowledge, skills, and abilities of an employee in this job (not necessarily the qualifications of the present employee) and why?

Initiative, commitment to a cause and diplomacy.

3. Comment on the accuracy and completeness of the responses by the employee. List below any missing items and/or differences where appropriate.

4. Suggested Title and/or Pay Grade:

Crash Data Annalyst (PG 21)

Supervisor's Signature **(required):** _____ Date: _____

**Personnel Administrator's Section:**

*Please complete any missing information on the front page of this form before submitting it for review.*

Are there other changes to this position, for example: Change of supervisor, GUC, work station?

☐ Yes ☑ No If yes, please provide detailed information.

Attachments:

☑ Organizational charts are **required** and must indicate where the position reports.

☐ Draft job specification is **required** for proposed new job classes.

Will this change affect other positions within the organization? If so, describe how, (for example, have duties been shifted within the unit requiring review of other positions; or are there other issues relevant to the classification review process).

Suggested Title and/or Pay Grade:

To be determined.

Personnel Administrator's Signature **(required):** Deborah J Bruce Date: 10/2/06

**Appointing Authority's Section**:

Please review this completed job description but **do not alter** or eliminate any of the entries. Add any clarifying information and/or additional comments (if necessary) in the space below.

Suggested Title and/or Pay Grade:

Appointing Authority or Authorized Representative Signature **(required)** Date 10/13/06

# CRASH DATA ANALYST

**Job Code:**

**Pay Plan:** Limited Service Conditional Employee

**Pay Grade:** 20-22

**Occupational Category:** Traffic Data Analyst

**Effective Date:**

**Class Definition:**

Research, data-gathering, advisory and analytical work at a professional level in the area of traffic crashes and violations for the Vermont law enforcement community to facilitate short and long range planning and evaluation of enforcement activity. Duties involve internal research on a variety of data sources (i.e. data bases, spreadsheets, CAD systems) and statistical analysis. Work is performed with in the Vermont Highway Safety Office under the direction of the Programs & Processes analyst. Duties require considerable interaction with state, county and local law enforcement agencies and traffic safety engineers.

**Examples of Work:**

Plans and conducts complex data gathering research and evaluation projects and develops research strategies and methods. Collects crash data and information and applies various techniques to determine potential areas of action. Analyzes crash location and cause information. Interprets results of data analysis and recommends areas (geographic and behavioral) for law enforcement or educational solutions. Develops and maintains Vermont crash data, information and statistics. Answers questions and inquiries received from law enforcement agencies across Vermont. Consults with various state, local and county law enforcement personnel. Prepares written and oral reports of statistical and analytical products, findings and recommendations. Related work as required.

**Minimum Qualifications:**

Knowledge, Skills and Abilities

Considerable knowledge of basic research methods and principles.

Ability to design and conduct analyses and studies.

Ability to acquire, organize and interpret large amounts of data.

Ability to communicate effectively orally, graphically and in writing.

Ability to establish and maintain effective working relationships.

Working knowledge of computers and their peripheral equipment and software including especially MS Word, Excel, Access and Power Point.

Ability to prepare reports of considerable complexity.

Education and Experience:

Education: Bachelor's degree with coursework in statistics and evaluation.

Experience: Three years in a position requiring quantitative research, statistics, or program evaluation. Law enforcement experience desirable. Internship in a law enforcement or traffic engineering environment desirable.

Experience as defined above may be substituted for the college degree on a six months for semester basis.

Special Requirements

U.S. Department
of Transportation
**National Highway
Traffic Safety
Administration**

New England Region
Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Vermont

Volpe Center,
Kendall Square
55 Broadway, DTS-903
Cambridge, MA 02142-1093
Tel. 617-494-3427
Fax 617-494-3646

October 2, 2006

The Honorable Jim Douglas
Office of the Governor
State of Vermont
109 State Street, Pavilion
Montpelier, Vermont 05609-0101

Dear Governor Douglas:

We are pleased to inform you that we have reviewed and accepted Vermont's fiscal year (FY) 2007 plan for federally funded highway safety activities under 23 U.S.C. Section 402. Reimbursement of the Federal share is subject to the availability of Federal funds and the execution of the Cost Summary HS Form 217. Specific comments relative to the approval action have been provided to your representative for highway safety, Commissioner Kerry Sleeper, for his consideration and action.

To achieve the national vision of 1.00 fatalities per 100M VMT by 2008, a continued national emphasis must be placed on reducing fatalities and injuries resulting from driving in excess of posted speed limits, impaired drivers and unbelted occupants. Sustained and highly visible enforcement of traffic laws, especially regarding speeding, impaired driving and safety belt use, must be the foundation upon which to achieve future progress in preventing death and injury from roadway crashes.

We commend you and your highway safety program staff on the progress during the FY 2006 program year. Vermont has achieved notable success in reducing the percent of alcohol related crash fatalities to record lows. Due to the success of the Vermont programs to deter impaired driving the state was awarded a SAFETEA LU Section 410 Alcohol Incentive Grant based on achieving a low alcohol fatality rate.

The leadership provided to the Vermont law enforcement community under your administration is laudable. The joint efforts among State Police, local departments and Sheriff's Departments are a model of interagency cooperation which many states could emulate. The rapid response by the Vermont partners in traffic safety to the alarming increase in traffic fatalities which had been taking place earlier in the year is a testament to the leadership which your administration provides and the partners' commitment to make Vermont's roadways safer. One tool is lacking in this effort which would surely enhance the highway safety situation in Vermont now and contribute to a safer future as well. That tool is a primary enforcement safety belt law.

As you may recall, a new federal performance grant program was adopted in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (P.L.105.59, Section 2005) that would provide to Vermont a one time grant of $3.7 million with no requirement for a state match. To qualify for this grant, Vermont must enact a primary safety belt law, or achieve 85 percent safety belt use for two consecutive years. We look to your leadership on this issue in 2007 to bring these federal grant funds to Vermont, along with the savings in lives, injuries and economic costs derived from increased safety belt use.

Your leadership and support of highway safety issues is appreciated. We look forward to working with you and your Highway Safety Office staff during FY 2007.

Sincerely,

Philip J. Weiser
Regional Administrator
NHTSA New England Region

cc: Kerry Sleeper, Governor's Representative for Highway Safety
Francis X. Aumand III, Division Director, Department of Public Safety
Jeanne Johnson, Coordinator, Governor's Highway Safety Program
Marlene Markison, NHTSA, ICOR, NTI-200
Ernie Blais, Division Administrator, FHWA
Ture Nelson, Division Administrator, FMCSA

U.S. Department
of Transportation
**National Highway
Traffic Safety
Administration**

New England Region
Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Vermont

Volpe Center,
Kendall Square
55 Broadway, DTS-903
Cambridge, MA 02142-1093
Tel. 617-494-3427
Fax 617-494-3646

October 2, 2006

Mr. Kerry Sleeper, Commissioner
Department of Public Safety
103 South Main Street
Waterbury, Vermont 05671-2101

Dear ~~Mr. Sleeper~~ Kerry:

We have reviewed Vermont's fiscal year (FY) 2007 Performance Plan, Highway Safety Plan, Certification Statement and Cost Summary (HS Form 217), as received on August 30, 2006. Based on these submissions, we find the State's highway safety program to be in compliance with the requirements of the Section 402 program.

This determination does not constitute an obligation of Federal funds for the fiscal year identified above or an authorization to incur costs against those funds. The obligation of Section 402 program funds will be effected in writing by the NHTSA Administrator at the commencement of the fiscal year identified above. However, Federal funds reprogrammed from the prior-year Highway Safety Program (carry forward funds) will be available for immediate use by the State on October 1. Reimbursement will be contingent upon the submission of an updated HS Form 217 (or its electronic equivalent), consistent with the requirements of 23 CFR 1200.14(d), within 30 days after either the beginning of the fiscal year identified above or the date of this letter, whichever is later.

We have reviewed Vermont's FY 2007 HSP with great interest and consideration, studied your problem identification document and noted your performance measures and benchmarks. The attachment included with this letter, and incorporated herein, contains conditions, comments and recommendations that we offer for your consideration.

The follow through in the training suggestions for highway safety program and DPS fiscal staff have had a positive impact on program administration. In like manner we look forward to working with you and your team on implementation of the recommendations contained in the Management Review conducted this past spring. Your cooperation on matters such as these is greatly appreciated.

Of particular note is the rapid response led by you and the highway safety team to the alarming increase in fatalities which was taking place earlier this year. The quick action taken by you and coordinated between the law enforcement partners and Highway Safety Office was both remarkable and effective. The emphasis you have continued to place on participation in the mobilizations using paid and earned media and high visibility enforcement has once again paid off. Please be assured of the availability of NER staff and our media contractor and Law Enforcement Liaison contractor to assist with the traffic enforcement efforts in Vermont.

We commend you and the highway safety office staff for the progress during the FY 2006 program year. However, we note the recent decline in the State's safety belt use rate from a rate

of 84.7 percent in 2005 to the current 2006 rate of 81.8 percent. NHTSA estimates that if Vermont were to enact and enforce a primary enforcement safety belt law, use would rise an estimated 6.1 percentage points (based on 2005 data). This would prevent 4 fatalities, 22 serious injuries, and save $7.8 million in economic costs annually. In addition, Vermont could receive a one-time grant of $3.7 million in additional federal highway safety funding, with no state match required, that may be used for any highway safety infrastructure improvements or driver behavior programs.

It was a real pleasure to meet with you again at the recent strategic highway safety plan meeting. Once again you demonstrated your leadership and commitment to all highway safety improvements to the Vermont highway safety community. We look forward to working with you, other State partners, and FHWA and FMCSA Division personnel on this process.

In the coming year, we will work closely with your Highway Safety Office staff to achieve your FY 2007 alcohol and safety belt goals and strengthen your statewide programs. As always we have enjoyed the opportunity to work with the staff of the Vermont Governor's Highway Safety Program. We must continue to partner on scientifically based and data driven traffic safety measures, particularly in the areas of safety belts and impaired driving, to counter the tragic impact of traffic crashes in Vermont.

For additional information or discussion of these items, please have your Highway Safety Office staff contact your State Program Manager, James Ryan or in his absence Diane Krause, at 617-494-1738.

Sincerely yours,

Philip J. Weiser
Regional Administrator
NHTSA New England Region

Attachment

cc: Francis X. Aumand, III, Division Director, Department of Public Safety
Jeanne Johnson, Coordinator, Governor's Highway Safety Program
Marlene Markison, NHTSA, ICOR, NTI-200
Ernie Blaze, Division Administrator, FHWA
Ture Nelson, Division Administrator, FMCSA

## Attachment

## Vermont's Plan for FY 2007 Highway Safety Funds
## NHTSA New England Region Conditions, Comments and Recommendations

### Equipment Purchase

Approval for any capital equipment acquisition, as defined in 23 CFR 1200.21, not approved herein will need to be requested by letter to the NHTSA New England Regional Administrator, providing the description of the equipment and identifying its use in Vermont's highway safety program.

As a reminder, pursuant to the December 11, 2000 NHTSA Grant Funding Policies, Part 1.D., "For all activities and equipment to be funded, which have components both related and unrelated to a highway safety grant, the Federal Government share shall be based proportionately on the projected utilization for the Federal (NHTSA) grant purposes."

### Suggested Changes to Strengthen Plan

The following suggestions are intended to serve as a guide for strengthening the State Highway Safety Plan in future funding years. Regional program managers will work with the State Highway Safety Office throughout FY 2007 to move towards achieving these recommendations prior to the submission of the FY 2008 HSP.

### Goal Setting

While the establishment of short-range and long-term goals in each program areas is commendable, we strongly recommend the development of more near term performance measures for each area to allow tracking of progress from implementation of current year strategies. These performance measures should be included in the FY 2008 HSP.

# Description of § 402 Highway Safety Grant Funding Program

Each year since The Highway Safety Act of 1966 was enacted to stem the growing number of highway fatalities, Congress provides funding for state highway safety programs through the transportation/highway funding bill. The National Highway Traffic Safety Administration (NHTSA) manages the 402 program. NHTSA distributes funds annually to individual states based on a formula, utilizing population and roadway miles data. Vermont historically receives from $750,000 to one million dollars per year in 402 funds.

NHTSA grants the funds to the states to implement programs and projects described in the Highway Safety Plan. The states' Governors' highway safety offices develop the plans annually based on crash and other data to implement proven traffic safety countermeasures. The Governor's Representative for Highway Safety submits the plan and NHTSA approves the planned projects for action.

The funds are used by highway safety offices to fund and manage law enforcement and educational projects/subgrants to address unsafe behavioral issues leading to crashes, in order to reduce property damage, injury and death on state roadways.

*Section 402 Legislation*

# Highway Safety Act of 1966

## 23 USC Chapter 4

## Revision June 9, 1998

**§ Section 402. Highway safety programs**

**(a)** Each State shall have a highway safety program approved by the Secretary, designed to reduce traffic accidents and deaths, injuries, and property damage resulting therefrom. Such programs shall be in accordance with uniform guidelines promulgated by the Secretary. Such uniform guidelines shall be promulgated by the Secretary so as to improve driver performance (including, but not limited to, driver education, driver testing to determine proficiency to operate motor vehicles, driver examinations (both physical and mental) and driver licensing) and to improve pedestrian performance and bicycle safety. In addition, such uniform guidelines shall include programs (1) to reduce injuries and deaths resulting from motor vehicles being driven in excess of posted speed limits, (2) to encourage the proper use of occupant protection devices (including the use of safety belts and child restraint systems) by occupants of motor vehicles and to increase public awareness of the benefit of motor vehicles equipped with airbags, (3) to reduce deaths and injuries resulting from persons driving motor vehicles while impaired by alcohol or a controlled substance, (4) to prevent accidents and reduce deaths and injuries resulting from accidents involving motor vehicles and motorcycles, (5) to reduce injuries and deaths resulting from accidents involving school buses, and (6) to improve law enforcement services in motor vehicle accident prevention, traffic supervision, and post-accident procedures. The Secretary shall establish a highway safety program for the collection and reporting of data on traffic-related deaths and injuries by the States. Under such program, the States shall collect and report such data as the Secretary may require. The purposes of the program are to ensure national uniform data on such deaths and injuries and to allow the Secretary to make determinations for use in developing programs to reduce such deaths and injuries and making recommendations to Congress concerning legislation necessary to implement such programs. The program shall provide for annual reports to the Secretary on the efforts being made by the States in reducing deaths and injuries occurring at highway construction sites and the effectiveness and results of such efforts. The Secretary shall establish minimum reporting criteria for the program. Such criteria shall include, but not be limited to, criteria on deaths and injuries resulting from police pursuits, school bus accidents, and speeding, on traffic-related deaths and injuries at highway construction sites and on the configuration of commercial motor vehicles involved in motor vehicle accidents. In addition such uniform guidelines shall include, but not be limited to, provisions for an effective record system of accidents (including injuries and deaths resulting therefrom), accident investigations to determine the probable causes of accidents, injuries, and deaths, vehicle registration, operation, and

inspection, highway design and maintenance (including lighting, markings, and surface treatment), traffic control, vehicle codes and laws, surveillance of traffic for detection and correction of high or potentially high accident locations, enforcement of light transmission standards of window glazing for passenger motor vehicles and light trucks as necessary to improve highway safety, and emergency services. Such guidelines as are applicable to State highway safety programs shall, to the extent determined appropriate by the Secretary, be applicable to federally administered areas where a Federal department or agency controls the highways or supervises traffic operations.

**(b) Administration of State programs.**

(1) Administrative requirements.
The Secretary may not approve a State highway safety program under this section which does not--

(A) provide that the Governor of the State shall be responsible for the administration of the program through a State highway safety agency which shall have adequate powers and be suitably equipped and organized to carry out, to the satisfaction of the Secretary, such program;

(B) authorize political subdivisions of the State to carry out local highway safety programs within their jurisdictions as a part of the State highway safety program if such local highway safety programs are approved by the Governor and are in accordance with the minimum standards established by the Secretary under this section;

(C) except as provided in paragraph (3), provide that at least 40 percent of all Federal funds apportioned under this section to the State for any fiscal year will be expended by the political subdivisions of the State, including Indian tribal governments, in carrying out local highway safety programs authorized in accordance with subparagraph (B); and

(D) provide adequate and reasonable access for the safe and convenient movement of individuals with disabilities, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks throughout the State.

(2) Waiver. The Secretary may waive the requirement of paragraph (1)(C), in whole or in part, for a fiscal year for any State whenever the Secretary determines that there is an insufficient number of local highway safety programs to justify the expenditure in the State of such percentage of Federal funds during the fiscal year.

(3) Use of technology for traffic enforcement. The Secretary may encourage States to use technologically advanced traffic enforcement devices (including the use of automatic speed detection devices such as photo-radar) by law enforcement officers.

**(c)** Funds authorized to be appropriated to carry out this section shall be used to aid the States to conduct the highway safety programs approved in accordance with subsection (a), including development and implementation of manpower training programs, and of demonstration programs that the Secretary determines will contribute directly to the reduction of accidents, and deaths and injuries resulting therefrom. Such funds shall be subject to a deduction not to exceed 5 per centum for the necessary costs of administering the provisions of this section, and the remainder shall be apportioned among the several States. Such funds shall be apportioned 75 per centum in the ratio which the population of each State bears to the total population of all the States, as shown by the latest available Federal census, and 25 per centum in the ratio which the public road mileage in each State bears to the total public road mileage in all States. For the purposes of this subsection, a "public road" means any road under the jurisdiction of and maintained by a public authority and open to public travel. Public road mileage as used in this subsection shall be determined as of the end of the calendar year preceding the year in which the funds are apportioned and shall be certified to by the Governor of the State and subject to approval by the Secretary. The annual apportionment to each State shall not be less than one-half of 1 per centum of the total apportionment, except that the apportionment to the Secretary of the Interior shall not be less than three-fourths of 1 percent of the total apportionment and the apportionments to the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands shall not be less than one-quarter of 1 per centum of the total apportionment. The Secretary shall not apportion any funds under this subsection to any State which is not implementing a highway safety program approved by the Secretary in accordance with this section. For the purpose of the seventh sentence of this subsection, a highway safety program approved by the Secretary shall not include any requirement that a State implement such a program by adopting or enforcing any law, rule, or regulation based on a guideline promulgated by the Secretary under this section requiring any motorcycle operator eighteen years of age or older or passenger eighteen years of age or older to wear a safety helmet when operating or riding a motorcycle on the streets and highways of that State. Implementation of a highway safety program under this section shall not be construed to require the Secretary to require compliance with every uniform guideline, or with every element of every uniform guideline, in every State. Funds apportioned under this section to any State, that does not have a highway safety program approved by the Secretary or that is not implementing an approved program, shall be reduced by amounts equal to not less than 50 per centum of the amounts that would otherwise be apportioned to the State under this section, until such time as the Secretary approves such program or determines that the State is implementing an approved program, as appropriate. The Secretary shall consider the gravity of the State's failure to have or implement an approved program in determining the amount of the reduction. The Secretary shall promptly apportion to the State the funds withheld from its apportionment if he approves the State's highway safety program or determines that the State has begun implementing an approved program, as appropriate, prior to the end of the fiscal year for which the funds were withheld. If the Secretary determines that the State did not correct its failure within such period, the Secretary shall reapportion the withheld funds to the other States in accordance with the formula specified in this subsection not later than 30 days after such determination.

**(d)** All provisions of chapter 1 of this title [*23 USCS §§ 101* et seq.] that are applicable to National Highway System highway funds other than provisions relating to the apportionment formula and provisions limiting the expenditure of such funds to the Federal-aid systems, shall apply to the highway safety funds authorized to be appropriated to carry out this section, except as determined by the Secretary to be inconsistent with this section, and except that the aggregate of all expenditures made during any fiscal year by a State and its political subdivisions (exclusive of Federal funds) for carrying out the State highway safety program (other than planning and administration) shall be available for the purpose of crediting such State during such fiscal year for the non-Federal share of the cost of any project under this section (other than one for planning or administration) without regard to whether such expenditures were actually made in connection with such project and except that, in the case of a local highway safety program carried out by an Indian tribe, if the Secretary is satisfied that an Indian tribe does not have sufficient funds available to meet the non-Federal share of the cost of such program, he may increase the Federal share of the cost thereof payable under this Act to the extent necessary. In applying such provisions of chapter 1 [*23 USCS §§ 101* et seq.] in carrying out this section the term "State transportation department" as used in such provisions shall mean the Governor of a State for the purposes of this section.

**(e)** Uniform guidelines promulgated by the Secretary to carry out this section shall be developed in cooperation with the States, their political subdivisions, appropriate Federal departments and agencies, and such other public and private organizations as the Secretary deems appropriate.

**(f)** The Secretary may make arrangements with other Federal departments and agencies for assistance in the preparation of uniform guidelines for the highway safety programs contemplated by subsection (a) and in the administration of such programs. Such departments and agencies are directed to cooperate in such preparation and administration, on a reimbursable basis.

**(g)** Nothing in this section authorizes the appropriation or expenditure of funds for (1) highway construction, maintenance, or design (other than design of safety features of highways to be incorporated into guidelines) or (2) any purpose for which funds are authorized by section 403 of this title.

**(h) [Repealed]**

**(i) Application in Indian country.**

(1) Use of terms. For the purpose of application of this section in Indian country, the terms "State" and "Governor of a State" include the Secretary of the Interior and the term "political subdivision of a State" includes an Indian tribe.

(2) Expenditures for local highway programs. Notwithstanding subsection (b)(1)(C), 95 percent of the funds apportioned to the Secretary of the Interior

under this section shall be expended by Indian tribes to carry out highway safety programs within their jurisdictions.

(3) Access for individuals with disabilities. The requirements of subsection (b)(1)(D) shall be applicable to Indian tribes, except to those tribes with respect to which the Secretary determines that application of such provisions would not be practicable.

(4) Indian country defined. In this subsection, the term "Indian country" means--

(A) all land within the limits of any Indian reservation under the jurisdiction of the United States, notwithstanding the issuance of any patent and including rights-of-way running through the reservation;

(B) all dependent Indian communities within the borders of the United States, whether within the original or subsequently acquired territory thereof and whether within or without the limits of a State; and

(C) all Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through such allotments.

**(j) Rulemaking proceeding.** The Secretary may periodically conduct a rulemaking process to identify highway safety programs that are highly effective in reducing motor vehicle crashes, injuries, and deaths. Any such rulemaking shall take into account the major role of the States in implementing such programs. When a rule promulgated in accordance with this section takes effect, States shall consider these highly effective programs when developing their highway safety programs.

**(k)**

(1) Subject to the provisions of this subsection, the Secretary shall make a grant to any State which includes, as part of its highway safety program under section 402 of this title [this section], the use of a comprehensive computerized safety recordkeeping system designed to correlate data regarding traffic accidents, drivers, motor vehicles, and roadways. Any such grant may only be used by such State to establish and maintain a comprehensive computerized traffic safety recordkeeping system or to obtain and operate components to support highway safety priority programs identified by the Secretary under this section. Notwithstanding any other provision of law, if a report, list, schedule, or survey is prepared by or for a State or political subdivision thereof under this subsection, such report, list, schedule, or survey shall not be admitted as evidence or used in any suit or action for damages arising out of any matter mentioned in such report, list, schedule, or survey.

(2) No State may receive a grant under this subsection in more than two fiscal years.

(3) The amount of the grant to any State under this subsection for the first fiscal year such State is eligible for a grant under this subsection shall equal 10 per centum of the amount apportioned to such State for fiscal year 1985 under this section. The amount of a grant to any State under this subsection for the second fiscal year such State is eligible for a grant under this subsection shall equal 10 per centum of the amount apportioned to such State for fiscal year 1986 under this section.

(4) A State is eligible for a grant under this subsection if-

> (A) it certifies to the Secretary that it has in operation a computerized traffic safety recordkeeping system and identifies proposed means of upgrading the system acceptable to the Secretary; or
>
> (B) it provides to the Secretary a plan acceptable to the Secretary for establishing and maintaining a computerized traffic safety recordkeeping system.

(5) The Secretary, after making the deduction authorized by the second sentence of subsection (c) of this section for fiscal years 1985 and 1986, shall set aside 10 per centum of the remaining funds authorized to be appropriated to carry out this section for the purpose of making grants under this subsection. Funds set aside under this subsection shall remain available for the fiscal year authorized and for the succeeding fiscal year and any amounts remaining unexpended at the end of such period shall be apportioned in accordance with the provisions of subsection (c) of this section.

Data Analyst

**Deb Bruce**

**From:** Jeannie Johnson
**Sent:** Wednesday, October 04, 2006 10:10 AM
**To:** Deb Bruce
**Subject:** Budgt for PIO & Data Analyst - 402 funds

To make it simpler, I covered both the positions with 402 funds. We have many choices to make about what we pay for with which funds, so, knowing what JFO needs to know, it made sense to fund those two positions with FFY 2007 funds, and shuffle the money around for the other positions. I hope this makes it simpler and avoids the need for any complicated explanations. If you don't like this strategy, let me know.

I've updated my funding grid to show just that funding source, and I've attached another one showing all the funding source. Use what you think is best.

***Jeanne Johnson, Coordinator***
Governor's Highway Safety Program
Department of Public Safety
5 Park Row
Waterbury, VT 05671-3201
Phone 802-241-5501, Fax 802-241-5558

| Match level | | 25% | 25% | | 75% | *50% | 75% | 25% | | | | 100,000 to | 0% | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Grant Amount | 450,000 | 400,000 | 1,099,350 | 13,694 | 3,000 | 161,728 | 125,000 | 530,578 | 196,063 | 75,000 | 300,000 | 0 | 2,101,993 | 5,006,406 |
| ***Applicant*** | **2007** | **CF** | **2007** | **CF** | **Prev yrs CF** | **2006** | **Prev yrs CF** | **2006** | **2006** | **Prev Yrs CF** | **2006** | **2006** | **2006** | **PROJECT** |
| | ***117 DUI*** | **402** | **402** | **157 Inc** | **405 OP** | **405 OP** | **410 AL** | **410 Alc** | **2011 CPS** | **411** | **408 Data** | **2010 MC** | **164 HE** | **BUDGET** |
| **SHARP, VSP, DMV** | 450,000 | 200,000 | 250,000 | | | | | | | | | | | 900,000 |
| **Alc Task Force 12/06** | | | | | | | *50,000* | 150,000 | | | | | | 200,000 |
| **CIOT Task Force 5/07** | | *200,000* | | | | | | | | | | | | 200,000 |
| **S/AD Task Force 8/07** | | 0 | | | | | | | | | | | | 0 |
| **VLEC (Sep 07) (MC)** | | *15,000* | | | | | | | | | | | | 15,000 |
| **State LEL** | | | 40,000 | | | | | 40,000 | | | | | | 80,000 |
| **VSA LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| **VACOP LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| ***Sign-In Program One-time** | | | | | | | 22,500 | | | | | | | 22,500 |
| **Traffic Safety Resource Prosecutor** | | | | | | | | 78,700 | | | | | | 78,700 |
| **DRE Drug Tests DOH $550x50)** | | | | | | | *27,500* | | | | | | | 27,500 |
| **DRE training (5 new)** | | | | | | | *30,500* | | | | | | | 30,500 |
| **DRE Conference (3 attendees)** | | | | | | | *3,500* | | | | | | | 3,500 |
| **LE Regional Summits** | | | | | | | *1,200* | | | | | | | 1,200 |
| **Mobilization Rewards** | | *23,000* | | | *23,000* | | *23,000* | | | | | | | 69,000 |
| **DLC Educational Van** | | | | | | | *0* | | | | | | | 0 |
| **Traffic Safety Summit** | | *12,000* | | | | | 0 | | | | | | | 12,000 |
| | | | | | | | | | | | | | | |
| **VTLSP** | | 43,500 | | | | | | | | | | | | 43,500 |
| **VTLSP Replacement Van** | | | | 13,694 | | | | | | | | | | 13,694 |
| **Youth DOE** | | 44,000 | 150,000 | | | | | | | | | | | 194,000 |
| **ENCARE** | | | | | | | | 12,000 | | | | | | 12,000 |
| **EMS (need in March)** | | | 8,000 | | | | | | | | | | | 8,000 |
| **Newport Area CTSP** | | | | | | | | 20,000 | | | | | | 20,000 |
| **Elementary Ed** | | | 9,000 | | | | | | | | | | | 9,000 |
| **CPS Vehicle** | | | | | | | | | 30,000 | | | | | |
| **CPS Statewide Program** | | | 174,850 | | *23,000* | | | | | | | | | 197,850 |
| **Workplace Traffic Safety Program** | | | 60,000 | | | | | | | | | | | 60,000 |
| **MADD Startup** | | | | | | | | | | | | | | 0 |
| **MC Safety** | | | | | | | | | | | | 275,000 | | 275,000 |
| **CPS Parent Enhancement** | | | | | | | | | 10,000 | | | | | |
| **PIO** | | | 75,000 | | | | | | | | | | | 75,000 |
| **Marketing Support** | | | | | | | | 36,000 | | | | | | |
| **Paid Media Alc 12/06** | | | | | | | | *50,000* | | | | | | 50,000 |
| **Paid Media CIOT 5/07** | | | | | | 122,728 | | | | | | | | 122,728 |
| **Paid Media CPS 2/07 & yearlong** | | | | | | | | | 70,000 | | | | | |
| **Promo & Partnerships** | | | *15,000* | | *3,000* | | | 10,878 | | | | | | 28,878 |
| **Lifesaver Awards** | | 3,500 | | | | | | | | | | | | 3,500 |
| | | | | | | | | | | | | | | 0 |
| **CIOT Telephone Surveys** | | | | | | 12,000 | | | | | | | | 12,000 |
| **Alcohol question on survey** | | | | | | | *1,200* | | | | | | | 1,200 |
| **CPS Parent Survey** | | | | | | | | | 5000 | | | | | |
| **2 Seat Belt Surveys** | | | | | | 27,000 | | | | | | | | 27,000 |
| **CPS Use Survey** | | | | | | | | | 20,000 | | | | | 20,000 |
| **Crash Records Book** | | | 35,000 | | | | | | | | | | | 35,000 |
| **Traffic Records Improvement Plan** | | | | | | | | | | 75,000 | 300,000 | | | 375,000 |
| **Crash Data Analyst** | | | 75,000 | | | | | | | | | | | 75,000 |
| **Traffic Records Assessmt** | | | | | | | | | | | 0 | | | 0 |
| **DOH YRBS** | | | | | | | *1,500* | | | | | | | 1,500 |
| | | | | | | | | | | | | | | 0 |
| **GHSP salaries & OT** | | 62,500 | 137,500 | | | | | 53,000 | 50,000 | | | | | 303,000 |
| **GHSP & Partners travel** | | 10,000 | | | | | | | | | | | | 10,000 |
| **Single Audit** | | 5,000 | | | | | | | | | | | | 5,000 |
| | | | | | | | | | 11,063 | | | | | 11,063 |
| **Hazard Elimination** | | | | | | | | | | | | | 2,101,993 | 2,101,993 |
| **TOTAL** | **450,000** | **618,500** | **1,099,350** | **13,694** | **49,000** | **161,728** | **160,900** | **530,578** | **196,063** | | **300,000** | **0** | **2,101,993** | **5,880,806** |
| | | | | | | | | | | | | | | 5,681,806 |
| Budget Plan Date: | | | | | | | | | | | | | 3,579,813 | -199,000 |

| | |
|---|---|
| Match level | 25% |
| Grant Amount | 1,099,350 |
| ***Applicant*** | 2007 |
| | 402 |
| SHARP, VSP, DMV | 250,000 |
| Alc Task Force 12/06 | |
| **CIOT Task Force 5/07** | |
| **S/AD Task Force 8/07** | |
| **VLEC (Sep 07) (MC)** | |
| **State LEL** | 40,000 |
| **VSA LEL** | 35,000 |
| **VACOP LEL** | 35,000 |
| **"Sign-In" Program One-time** | |
| **Traffic Safety Resource Prosecutor** | |
| **DRE Drug Tests DOH $550x50)** | |
| **DRE training (5 new)** | |
| **DRE Conference (3 attendees)** | |
| **LE Regional Summits** | |
| **Mobilization Rewards** | |
| **DLC Educational Van** | |
| **Traffic Safety Summit** | |
| | |
| VTLSP | |
| VTLSP Replacement Van | |
| Youth DOE | 150,000 |
| ENCARE | |
| EMS (need in March) | 8,000 |
| Newport Area CTSP | |
| Elementary Ed | 9,000 |
| CPS Vehicle | |
| CPS Statewide Program | 174,850 |
| Workplace Traffic Safety Program | 60,000 |
| MADD Startup | |
| MC Safety | |
| CPS Parent Enhancement | |
| **PIO** | 75,000 |
| **Marketing Support** | |
| **Paid Media Alc 12/06** | |
| **Paid Media CIOT 5/07** | |
| **Paid Media CPS 2/07 & yearlong** | |
| **Promo & Partnerships** | *15,000* |
| **Lifesaver Awards** | |
| | |
| CIOT Telephone Surveys | |
| Alcohol question on Survey | |
| CPS Parent Survey | |
| 2 Seat Belt Surveys | |
| CPS Use Survey | |
| Crash Records Book | 35,000 |
| Traffic Records Improvement Plan | |
| Crash Data Analyst | 75,000 |
| Traffic Records Assessmt | |
| DOH YRBS | |
| | |
| GHSP salaries & OT | 137,500 |
| GHSP & Partners travel | |
| Single Audit | |
| | |
| **Hazard Elimination** | |
| **TOTAL** | **1,099,350** |
| | |

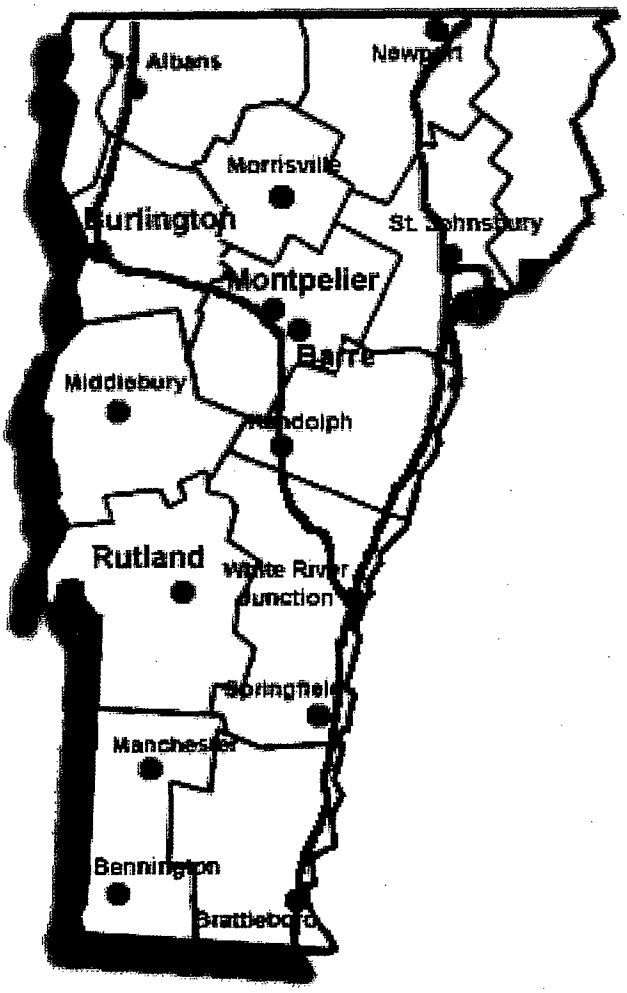
Budget Plan Date:

# VERMONT

# 2007

# HIGHWAY SAFETY

# MASTER PLAN



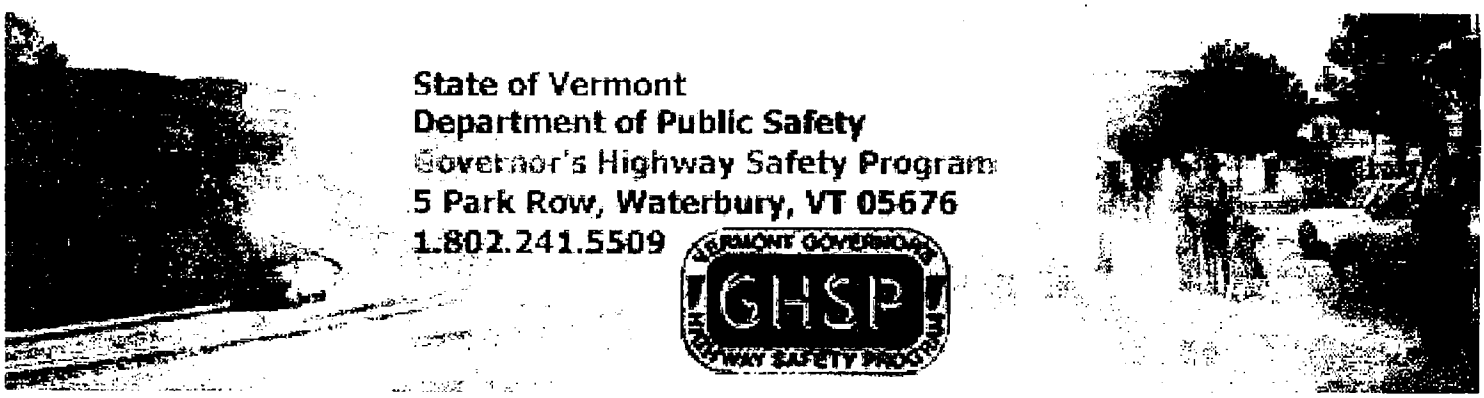
| Match level | | 25% | 25% | | 75% | *50% | 75% | 25% | | | | 100,000 to | 0% | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Grant Amount | 450,000 | 400,000 | 1,099,350 | 13,694 | 3,000 | 161,728 | 125,000 | 530,578 | 196,063 | 75,000 | 300,000 | 0 | 2,101,993 | 5,006,406 |
| ***Applicant*** | **2007** | **CF** | 2007 | **CF** | **Prev yrs CF** | **2006** | **Prev yrs CF** | **2006** | **2006** | **Prev Yrs CF** | **2006** | **2006** | **2006** | **PROJECT** |
| | ***117 DUI*** | **402** | 402 | **157 Inc** | **405 OP** | **405 OP** | **410 AL** | **410 Alc** | **2011 CPS** | **411** | **408 Data** | **2010 MC** | **164 HE** | **BUDGET** |
| **SHARP**, VSP, DMV | 450,000 | 200,000 | 250,000 | | | | | | | | | | | 900,000 |
| **Alc Task** Force 12/06 | | | | | | | *50,000* | 150,000 | | | | | | 200,000 |
| CIOT Task Force 6/07 | | *200,000* | | | | | | | | | | | | 200,000 |
| S/AD Task Force 8/07 | | 0 | | | | | | | | | | | | 0 |
| **VLEC (Sep 07) (MC)** | | *15,000* | | | | | | | | | | | | 15,000 |
| **State LEL** | | | 40,000 | | | | | 40,000 | | | | | | 80,000 |
| **VSA LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| **VACOP LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| ***Sign-in Program One-time** | | | | | | | 22,500 | | | | | | | 22,500 |
| **Traffic Safety Resource Prosecutor** | | | | | | | | 78,700 | | | | | | 78,700 |
| **DRE Drug Tests DOH $550x50)** | | | | | | | *27,500* | | | | | | | 27,500 |
| **DRE training** (5 new) | | | | | | | *30,500* | | | | | | | 30,500 |
| DRE **Conference (3 attendees)** | | | | | | | *3,500* | | | | | | | 3,500 |
| LE **Regional Summits** | | | | | | | *1,200* | | | | | | | 1,200 |
| **Mobilization Rewards** | | *23,000* | | | *23,000* | | *23,000* | | | | | | | 69,000 |
| **DLC Educational Van** | | | | | | | *0* | | | | | | | 0 |
| **Traffic Safety Summit** | | *12,000* | | | | | 0 | | | | | | | 12,000 |
| | | | | | | | | | | | | | | |
| VTLSP | | 43,500 | | | | | | | | | | | | 43,500 |
| VTLSP Replacement Van | | | | 13,694 | | | | | | | | | | 13,694 |
| Youth DOE | | 44,000 | 150,000 | | | | | | | | | | | 194,000 |
| ENCARE | | | | | | | | 12,000 | | | | | | 12,000 |
| EMS (need in March) | | | 8,000 | | | | | | | | | | | 8,000 |
| Newport Area CTSP | | | | | | | | 20,000 | | | | | | 20,000 |
| Elementary Ed | | | 9,000 | | | | | | | | | | | 9,000 |
| CPS Vehicle | | | | | | | | | 30,000 | | | | | |
| CPS Statewide Program | | | 174,850 | | *23,000* | | | | | | | | | 197,850 |
| Workplace Traffic Safety Program | | | 60,000 | | | | | | | | | | | 60,000 |
| MADD Startup | | | | | | | | | | | | | | 0 |
| MC Safety | | | | | | | | | | | | 275,000 | | 275,000 |
| CPS Parent Enhancement | | | | | | | | | 10,000 | | | | | |
| PIO | | | | | | | | | | | | | | 75,000 |
| **Marketing Support** | | | | | | | | 36,000 | | | | | | |
| **Paid Media Alc 12/06** | | | | | | | | *50,000* | | | | | | 50,000 |
| **Paid Media CIOT 5/07** | | | | | | 122,728 | | | | | | | | 122,728 |
| **Paid Media CPS 2/07 & yearlong** | | | | | | | | | 70,000 | | | | | |
| **Promo & Partnerships** | | | *15,000* | | *3,000* | | | 10,878 | | | | | | 28,878 |
| **Lifesaver Awards** | | 3,500 | | | | | | | | | | | | 3,500 |
| | | | | | | | | | | | | | | 0 |
| CIOT Telephone Surveys | | | | | | 12,000 | | | | | | | | 12,000 |
| Alcohol question on survey | | | | | | | *1,200* | | | | | | | 1,200 |
| CPS Parent Survey | | | | | | | | | 5000 | | | | | |
| 2 Seat Belt Surveys | | | | | | 27,000 | | | | | | | | 27,000 |
| CPS Use Survey | | | | | | | | | 20,000 | | | | | 20,000 |
| Crash Records Book | | | 35,000 | | | | | | | | | | | 35,000 |
| Traffic Records Improvement Plan | | | | | | | | | | 75,000 | 300,000 | | | 375,000 |
| Crash Data Analyst | | | 75,000 | | | | | | | | | | | 75,000 |
| Traffic Records Assessment | | | | | | | | | | | 0 | | | 0 |
| DOH YRBS | | | | | | | *1,500* | | | | | | | 1,500 |
| | | | | | | | | | | | | | | 0 |
| VSP salaries & OT | | 62,500 | 137,500 | | | | | 53,000 | 50,000 | | | | | 303,000 |
| Partners travel | | 10,000 | | | | | | | | | | | | 10,000 |
| Audit | | 5,000 | | | | | | | | | | | | 5,000 |
| | | | | | | | | | 11,063 | | | | | 11,063 |
| **Hazard Elimination** | | | | | | | | | | | | | 2,101,993 | 2,101,993 |
| **TOTAL** | **450,000** | **618,500** | **1,099,350** | **13,694** | **49,000** | **161,728** | **160,900** | **530,578** | **196,063** | | **300,000** | **0** | **2,101,993** | **5,880,806** |
| | | | | | | | | | | | | | | 5,681,806 |
| Budget Plan Date: | | | | | | | | | | | | | 3,579,813 | -199,000 |

# Description of § 402 Highway Safety Grant Funding Program

Each year since The Highway Safety Act of 1966 was enacted to stem the growing number of highway fatalities, Congress provides funding for state highway safety programs through the transportation/highway funding bill. The National Highway Traffic Safety Administration (NHTSA) manages the 402 program. NHTSA distributes funds annually to individual states based on a formula, utilizing population and roadway miles data. Vermont historically receives from $750,000 to one million dollars per year in 402 funds.

NHTSA grants the funds to the states to implement programs and projects described in the Highway Safety Plan. The states' Governors' highway safety offices develop the plans annually based on crash and other data to implement proven traffic safety countermeasures. The Governor's Representative for Highway Safety submits the plan and NHTSA approves the planned projects for action.

The funds are used by highway safety offices to fund and manage law enforcement and educational projects/subgrants to address unsafe behavioral issues leading to crashes, in order to reduce property damage, injury and death on state roadways.



State of Vermont
Department of Public Safety
Governor's Highway Safety Program
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## MISSION

The Governor's Highway Safety Program facilitates and supports, with federal grants, a statewide network to promote safe driving behavior on the highways. Groups supported include community traffic safety programs, state, county and municipal traffic law enforcement; and state Departments of Education, Public Safety and Health. Major program areas are occupant protection (safety belts, child passenger safety and motorcycle helmets), impaired driving, speed, and motorcycle, pedestrian and bicycle safety.

# 2007 Vermont Highway Safety

# Master Plan Document

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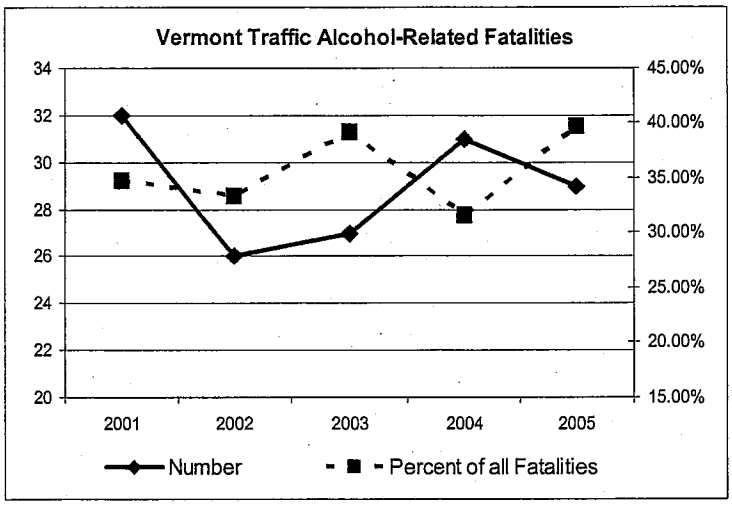
# VERMONT'S 2007 HIGHWAY SAFETY PROBLEM IDENTIFICATION AND PLANNING PROCESS

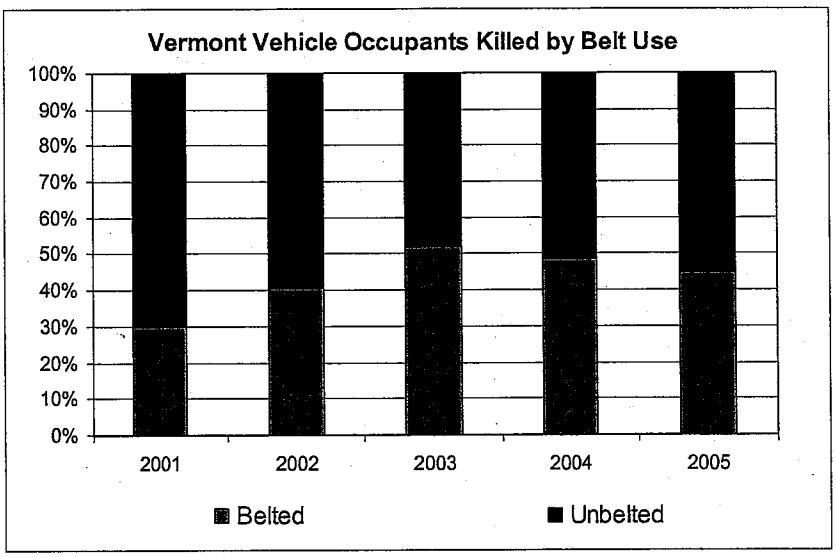
The 2007 Vermont Highway Safety Plan has had the benefit of more data analysis and problem identification research than any previous plan. Kicked off in December 2005, the Strategic Highway Safety Planning initiative, guided by the Vermont Agency of Transportation, brought safety partners from all over the State together to review traffic crash data for the purpose of choosing priorities. The group was presented data research done by the Vermont Center for Justice Research, organized according to the Comprehensive Emphasis Areas developed by American Association of State Highway and Transportation Officials. Based upon the analysis presented, over 100 Vermonters voted on the emphasis areas they felt would result in the greatest reduction in traffic crashes, and the group chose priority areas to work on. Of the seven emphasis areas, **five were behavioral issues** – impaired, aggressive, and distracted driving, failure to use safety belts and overrepresentation in crashes of young drivers.




On July 6, 2006, the Department of Health's Injury Prevention Specialist convened a Symposium on injury prevention, for the purpose of bringing partners together and developing priorities. The advisory committee selected young drivers as an emphasis area that created significant opportunities to work together and potential for significant reductions in death and injury.

On July 17, 2006, Kerry Sleeper, Commissioner of Public Safety and Governor's Highway Safety Representative, called a law enforcement summit to look for ways to address this year's spike in highway fatalities. At that meeting, the enforcement community identified the need to focus on speeding in all jurisdictions.

Each of these intensive efforts involved in-depth data analysis and brought together, on issues of mutual concern, partners who do not usually work together, empowering the group to make decisions about priorities and mutual goals. And, in each gathering, it was clear that behavioral issues are in the greatest need of attention and offer the best potential savings in human life. The need was recognized for involving all five "E"s (engineering, education, enforcement, emergency medical services and evaluation), and brainstorming activity offered an opportunity to begin to work more collaboratively.




While there may be no new resources to address problems, identifying problem areas that can offer the greatest improvements and addressing it with multiple tactics and multiple partners may create results never achieved before. Only time will tell whether these efforts will reap results. However, with increased traffic and decreased motorist patience, the issues on roadways are growing, and new approaches are needed. Previous large group meetings of nontraditional partners have generated reports, but little real change in the way business is done. Whether this momentum can be maintained to continue the cross-agency and cross-funding source communication to solve problems based on life-saving priorities and without being hamstrung by separate funding sources and "in-house" priorities remains to be seen. However, the potential is tremendous, and the energy of participants could provide a great deal of benefit to the citizens of Vermont in lives and financial savings.

# ALCOHOL AND OTHER DRUGS

## Problem Identification

Vermont is much improved in the area of alcohol-related crashes. Recent data from NHTSA shows Vermont has the lowest rate of alcohol-related deaths per 100 million miles traveled in the country for the 2002 calendar year. The rate of 0.28/ MMT is less than half the national rate of 0.62/MMT. Alcohol related deaths now remain constant at around 30 per year, and law enforcement officials believe it will be difficult to have any real reduction below that figure.

According to crash data, alcohol crash-involved drivers are overwhelmingly male (79%) and between 18 and 34 years old (55%). We have noted a slight shift in the gender of DUI alcohol-related crash operators, with a higher percent of females being involved.

## Problem Statement

All highway users in Vermont are endangered by those who continue to drink and drive. All of Vermont is at risk, although it is most severe in Bennington and Lamoille counties. The most common violators are 18 - 34 year old males. Evening and late night are the most "at-risk" times to be on the road with 65% of alcohol-involved crashes occurring between 6 PM and 2 AM.

## Goals

Short Range

- ✓ Reduce alcohol-related traffic fatalities to less than .34 per 100 VMMT by 2011 (three-year average 2003-2005 = .37)

Long Range

- ✓ Reduce alcohol-related traffic fatalities to less than .30 per 100 VMMT by 2016

## Objectives

- ✓ Reduce the incidence of alcohol and other drug impaired driving
- ✓ Increase the perception and reality of detection and apprehension of impaired drivers
- ✓ Reduce recidivism of impaired drivers
- ✓ Increase the perception and reality of swift and certain sanctioning of driving under the influence of alcohol or other drugs
- ✓ Increase the awareness of the consequences of alcohol and other drugs on driving ability
- ✓ Increase the awareness of the financial, social and personal impact of driving while impaired
- ✓ Reduce the use of alcohol and other drugs in the at-risk population
- ✓ Continue campaigns such as You Drink, You Drive, You Lose and DUI, You Can't Afford It that combine intensive education with high-visibility law enforcement efforts

## Supporting

Act 117 regional and community DUI enforcement program
Alcohol Detection Equipment and Support

## Activities

Breath Alcohol Mobile Testing Units (BAT MOBILES)
Community Traffic Safety Program
Countywide Safe Highways Accident Reduction Program (SHARP)
Department of Education Youth Programs
Department of Liquor Control Compliance Checks
DUI Resource Attorney
Emergency Nurses Cancel Alcohol-related Emergencies (ENCARE)
Lifesavers Event
Macro and Behavioral Surveys
Law Enforcement Liaisons
Public Information Officer
School Resource Officer training
Sheriffs' Association *DWI hotline
Stop Teen Alcohol Risk Teams (START)
Vermont State Police DUI enforcement
Vermont Law Enforcement Challenge
Sheriff's Association It's Fake Teen Use ID hotline
START Report on Underage Drinking Hot Line

# Occupant Protection/Child Passenger Safety

## Problem Identification

Despite the continued and best efforts of GHSP, its private sector partners and law enforcement agencies, Vermont has not yet achieved an 85 percent safety belt use rate. We have run two Click It or Ticket campaigns every year for the past half-decade, yet youth and male pick up truck drivers, especially in rural areas, continue to be the most difficult population to convince that buckling up is the best safety measure. We have achieved an 84 percent recognition rate of Click It or Ticket, which is phenomenal, but it means more people are aware of the campaign than are actually buckling up, with the latest survey showing 81.8 percent of Vermonters wearing safety belts.

CPS programs in Vermont target the entire family with the idea that unrestrained passengers are a threat to all occupants. In addition, if children themselves learn the use of restraints at an early age, life-long use is more likely to occur.

## Problem Statement

Southeastern and Northeastern Vermont have the lowest rates. The regions abut the Massachusetts and New Hampshire borders, both states with low belt use. Young adults are less likely to be belted and most likely to be involved in a crash. By increasing the belt use in that population, we can reduce the injuries sustained and the overall cost of traffic crashes in Vermont.

Children most likely to be injured in crashes on Vermont roadways are between the ages of 8 and 16. Continued emphasis on booster seat use will help reduce these injuries and deaths. Advocates who deal with families (law enforcement, health care personnel, child care providers and schools) must also be trained in current and consistent information.

## Goals

Short Range

- ✓ Increase the safety belt use rate to 85 percent by 2011. Decrease fatalities of children ages 0-17 to less than .07 per 1,000 of population (four year average 2002-2006 of .086)

Long Range

- ✓ Increase the safety belt use rate in Vermont to 90 percent by 2015. Decrease fatalities of children ages 0-17 to less than .06 per 1,000 by 2015.

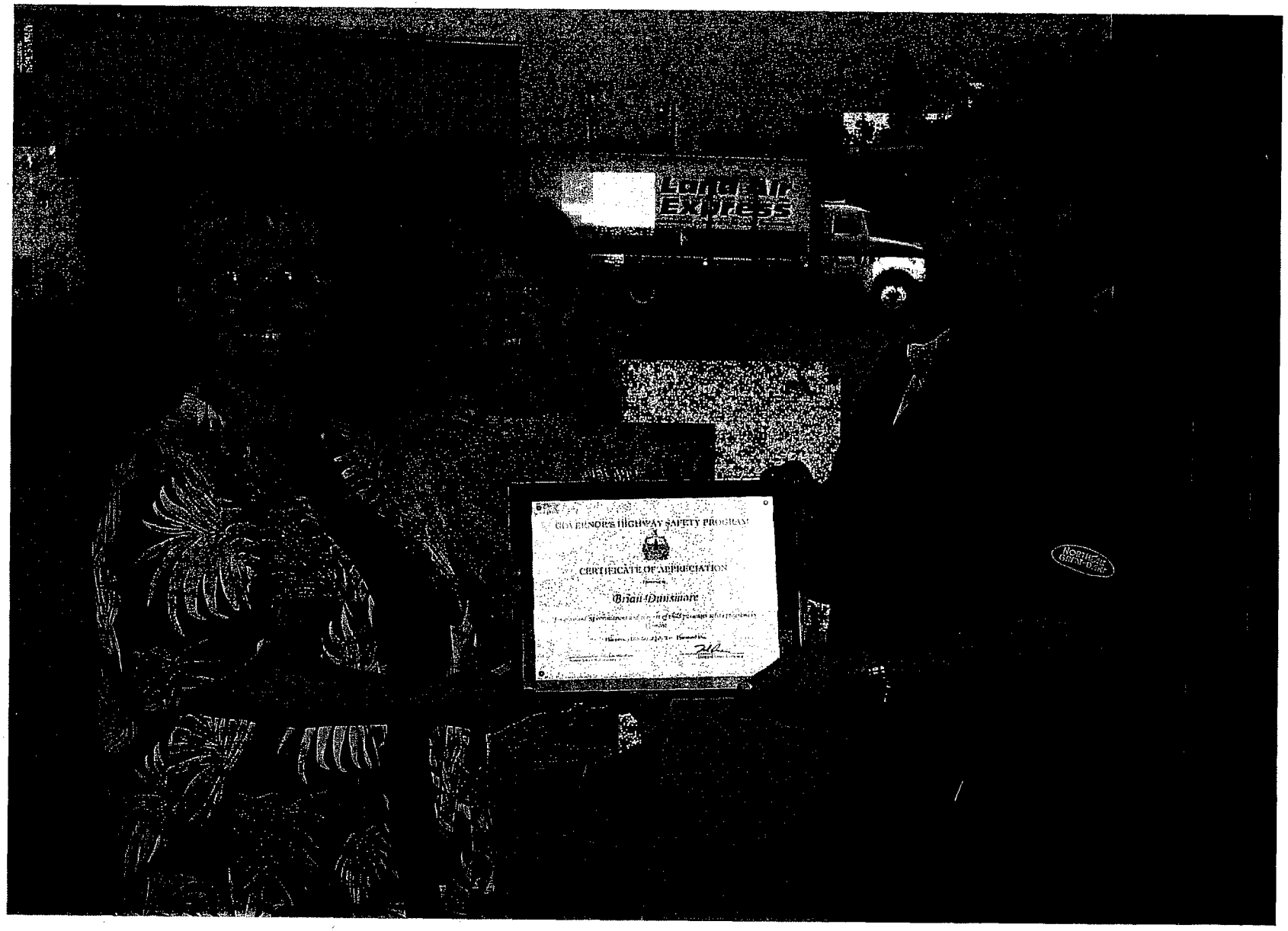
## Objectives

- ✓ Provide occupant protection training to law enforcement officers, fire fighters, and rescue squads
- ✓ Increase knowledge and promotion of occupant restraint use issues in doctors' offices, hospitals, birthing centers, schools, and child care centers

- ✓ Encourage medical professionals to promote occupant restraint use during routine medical encounters
- ✓ Support initiatives that increase safety belt use proven to be the most effective and least expensive way to increase use
- ✓ Continue Click It or Ticket campaigns, proven to ratchet up safety belt use in Vermont
- ✓ Help Vermont parents to correctly use child safety seats and restraints every time children are transported
- ✓ Increase the number of permanent fitting stations
- ✓ Increase the knowledge of CPS best practices to day care providers, school officials and health care personnel

## Supporting Activities

Annual Safety Belt Use Survey
Child Passenger Safety Classes
Child Passenger Safety Specialist
Community Traffic Safety Program
Rollover Demonstration and Education Program
Countywide Safe Highways Accident Reduction Program (SHARP)
Department of Education Youth Programs
Elementary Education Presentations
Emergency Medical Services Programs
Emergency Nurses CARE
Fitting Stations
GHSP Safety Seat Inspections
Lifesavers Event
Law Enforcement Liaisons
Public Information Officer
Public Information and Education Material
Soccer Boy Educational Campaign
Technician Training
Tot-Seat Hotline
Vermont Law Enforcement Challenge
Vermont State Police Programs




**Brian Dunsmore from Land Air Express accepting an award from GHSP for all his hard work regarding child passenger safety**

# EMERGENCY MEDICAL SERVICES

**Problem Identification**

Emergency medical teams in Vermont respond to nearly all highway crashes. The Vermont emergency medical response system is a mixture of private (commercial), volunteer and municipal teams. There is not a statewide database to track squad response activity. Establishing and maintaining a statewide Emergency Medical Service (EMS) management database would, for the first time, allow the Vermont EMS office to assess the readiness, use and performance of EMS teams and individual team members.

**Problem Statement**

To properly assess the training, readiness and performance of the Vermont emergency medical technicians and system, the Department of Heath, Office of Emergency Medical Services, needs information. Currently, no statewide information system is in place to track individual training or incident response activity. Establishing and maintaining a statewide EMS management database continues to be the biggest challenge facing the Department of Health EMS office.

**Goals**

Short Range

- ✓ Establish and implement a statewide EMS database that collects data from 70% of Vermont's EMS squads by 2009 (2004 = 0%)

Long Range

- ✓ Identify relevant quality indicators by 2010

**Objectives**

- ✓ Identify elements needed to manage the statewide EMS system
- ✓ Work to obtain buy-in from individual EMS squads to support a statewide EMS database

**Supporting Activities**

Establishment of an EMS reporting system
Annual Emergency Medical Services Training Conference
Emergency Medical Services Training to Support National Curriculum
Lifesavers Event

# TRAFFIC RECORDS

## Problem Identification

The backbone of problem identification and evaluation of traffic problems is a traffic records system. The current state of traffic records in Vermont is inadequate to support an aggressive, data-driven problem identification project, but efforts to improve the system are underway.

Vermont's Agencies of Transportation and Public Safety are working to implement web-based crash reporting. We expect the work to continue to eliminate multiple entry points and to make data available on a timelier basis.

Also underway is the GPS crash location project. AOT has purchased equipment and is training officers across Vermont in the use of GPS data collection and reporting. Full implementation will improve crash location information and allow for better problem identification.

## Problem Statement

Vermont crash data is not available for up to eight months after the end of each calendar year. Even then, the data is incomplete because it only contains complete reports of the most severe crashes. The accuracy and reliability of our data analysis and problem identification suffers from this delay and absence of total information for all crashes.

## Goals

Short Range

- ✓ Increase the percent of crashes for which a police report is submitted to 90% by 2009 (2003 = 79%)

Long Range

- ✓ Increase the percent of crashes for which a police report is submitted to 100% by 2014

## Objectives

- ✓ Improve the quality, quantity, accuracy and timeliness of crash reports
- ✓ Incorporate new technologies into the traffic records system to the greatest extent possible to make reporting less burdensome
- ✓ Coordinate and manage the traffic records on a system-wide and statewide basis
- ✓ Provide appropriate data access to all users of the traffic records system, including the public
- ✓ Form an effective, efficient and cooperative analytical network among the highway safety community

## Supporting Activities

Support an active Traffic Records Committee
Maintain a traffic data analysis capability
Publish The Vermont Crash Data Resource Book
Lifesavers Event
Law Enforcement Liaisons

# SPEED

## Problem Identification

Vermont recently held a "fatality" summit, hosted by the Commissioner of the Department of Public Safety, because highway deaths are up more than 50 percent in 2006 compared to the previous three years. Speed was identified as the cause of a majority of our fatal crashes, and law enforcement agencies were asked to have a reduced tolerance for speeding infractions. While agencies agreed to do so, it was also noted that it will be difficult to step up enforcement efforts in light of the shortfalls affecting almost every agency. Most agencies and barracks in Vermont have low staffing levels to start, and if only two or three officers are on shift, they must respond to calls rather than focusing on traffic safety efforts. In light of our current crisis however, officials pledged to do as much as possible to redirect resources in an effort to slow drivers down and save lives.

## Problem Statement

Speed is an ever-present factor in crashes. Lower speeds will reap fewer crashes and less severe crashes. Roads and highways are posted for safe speeds, but drivers often consider speed postings little more than guides.

## Goals

Short Range

- ✓ Reduce the proportion of crashes with speed as the cause to 18% by 2010 (2003 = 20%)

Long Range

- ✓ Reduce the proportion of crashes with speed as the cause to 15% by 2015

## Objectives

- ✓ Increase compliance with posted speed limits
- ✓ Reduce the incidence of speeding in the 18-24 age group
- ✓ Increase the awareness of the consequences of speeding
- ✓ Increase the perception and reality of apprehension

## Supporting Activities

Community Traffic Safety Program
Countywide Safe Highways Accident Reduction Program (SHARP)
Department of Education Youth Programs
Enforcement video cameras
Lifesavers Event
Law Enforcement Liaisons
Public Information Officer
Speed Measuring Equipment
Speed Monitoring and Recording Trailer (SMART) Karts (22)
Vermont Network of Employer Traffic Safety (VNETS)

# YOUTH

## Problem Identification

Statistics are in for the first years of drivers to go through the Graduated Driver's License program and the news is good. Crash rates for 16-year olds dropped 90 percent. Yet young drivers continue to be the highest risk drivers on the road. Drivers 16 to 24 are consistently over-represented in the crash population. Drivers aged 16 through 20 are involved in crashes at more than twice the expected level when compared to the driving population. As drivers age, crash rates decline. After age 35, all age groups are below what would be expected for crash incidences.

## Problem Statement

Young drivers are inexperienced, less likely to use safety belts, more likely to speed, and take more chances and are more likely to drive under the influence of alcohol. Changing any of these behaviors will help reduce crashes and save young lives.

## Goals

Short Range

- ✓ Increase safety belt use to 85% for 15 through 20 year olds in fatal crashes by 2009 (four year average 2002-2006 is 57%)
- ✓ Decrease alcohol-involved crash deaths for 15 through 20 year olds to 30% (four year average 2002-04 = 41%)

Long Range

- ✓ Increase safety belt use to 90% for 15 through 20 year olds in fatal crashes by 2014
- ✓ Decrease alcohol-involved crash deaths for 15 through 20 year olds to 20% of crashes by 2014

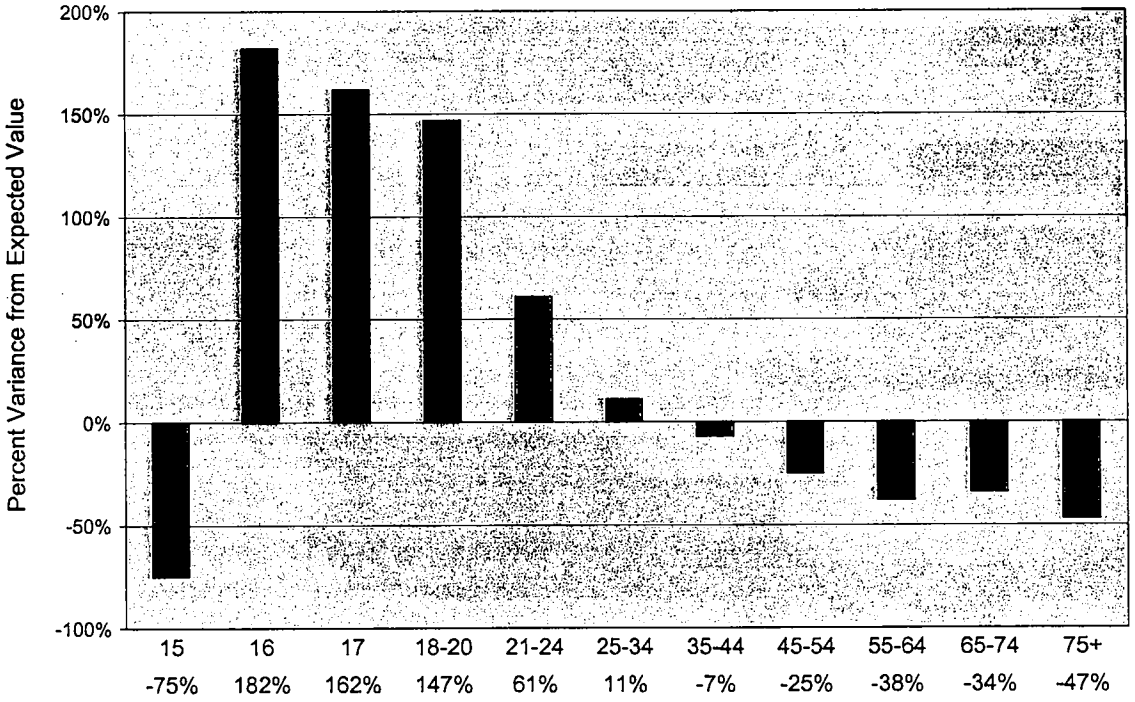
## Objectives

- ✓ Support legislation to improve Graduated Licensing Program
- ✓ Train law enforcement officers in the benefit of enforcing traffic safety violations and alcohol zero tolerance laws
- ✓ Increase the number of high schools participating in the Vermont Teen Leadership Safety Program
- ✓ Require the use of the new Teen Alcohol Safety Program database, enabling law enforcement to better enforce underage drinking laws.

## Supporting Activities

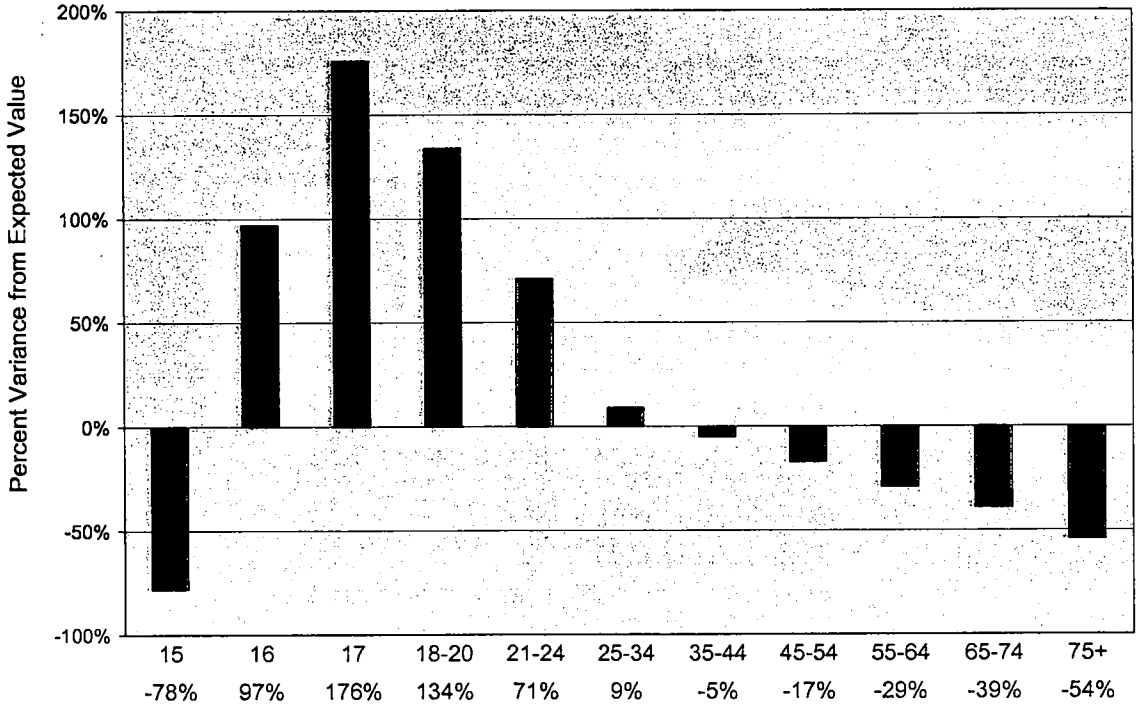
Department of Education Youth Programs Coordinator
Emergency Nurses Cancel Alcohol-related Emergencies (ENCARE)
Governor's Youth Leadership Conference
In-School Traffic Safety Shows
Lifesavers Event
Public Information Officer
Skid Monster Pilot
Vermont Teen Leadership Safety Program
Youth Advisory Council

Representation of Operator Age Groups in Crashes
Percent Under/Over Representation, 2001




from Vermont Crash Data Resource Book, 2001 compiled by Vermont Center for Justice Research

Representation of Operator Age Groups in Crashes
Percent Under/Over Representation, 2003




from Vermont Crash Data Resource Book, 2003 compiled by Vermont Center for Justice Research

# Pedestrians and Bicycles

The Governor's Highway Safety Program recognizes that this category is a key highway safety issue. However, both staffing and funding to ensure both pedestrians and cyclists remain safe on Vermont roadways reside within the Vermont Agency of Transportation. While we remain committed to helping whenever called upon, responsibility for this area lies with Vermont AOT.

# Roadway Safety

Funding and authority reside with Vermont Agency of Transportation. Again, the Governor's Highway Safety Program remains committed to working with any agency that needs assistance regarding this topic, but staffing and funding lie within Vermont AOT. It is difficult to set goals and objectives for other agencies, so we have removed this category from our report. However, Section 164 funds are utilized to support the agency's hazard elimination projects, including the work zone campaign

# Motorcycle Safety

Responsibility, authority and funding for this category resides in the Department of Motor Vehicles. However, in light of the recent large increases in both injuries and fatalities, GHSP is exploring options to address the problem. We are working on a four-part campaign that would encompass the following:

1. A targeted drinking and riding campaign where we would partner with the Department of Liquor Control to identify establishments that are frequented by motorcyclists for education initiatives.
2. A campaign targeting conspicuity and protective gear, including motorcycle awareness month in May or June.
3. Partner with the Department of Motor Vehicles and law enforcement to modernize our helmet laws and to work on enforcement of existing laws, including identifying fake or novelty helmets.
4. A campaign of an ongoing nature to educate the motoring public on motorcycle awareness. The majority of motorcycle fatalities are caused by motorists turning into the path of an oncoming motorcycle.

## PROGRAM AREAS

| | Total | Alcohol (AL) | OccProt (OP) | MTC (MC) | EMS (EM) | Ped/Bcy (PS) | Speed (SC) | Records (TR) | Roadway Safety (RS) | Program Admin (PA) | Benefit To Local |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **2007 402 Funds** | | | | | | | | | | | |
| Elementary Education* | $9,000 | $2,000 | $4,000 | | | $2,000 | $1,000 | | | | $9,000 |
| Public Information Program | $44,000 | $12,000 | $12,000 | $5,000 | | | $12,000 | | $3,000 | | |
| Workplace Traffic Safety* | $60,000 | $20,000 | $20,000 | | | | $20,000 | | | | $30,000 |
| VT Teen Leadership Safety Program* | $43,500 | $13,000 | $13,500 | | | $5,000 | $12,000 | | | | $43,500 |
| Department of Ed Youth Program* | $150,000 | $50,000 | $50,000 | | | | $50,000 | | | | $80,000 |
| Grant Program Management | $107,000 | $30,000 | $30,000 | | | $17,000 | $30,000 | | | | |
| Child Passenger Safety | $107,850 | | $107,850 | | | | | | | | $107,850 |
| CPS Progam Management | $107,000 | | $107,000 | | | | | | | | |
| Enhanced Traffic Enforcement Grants** | $250,000 | | $100,000 | | | | $150,000 | | | | $250,000 |
| State Law Enforcement Liaison** | $80,000 | $30,000 | $30,000 | | | | $20,000 | | | | |
| GHSP PT grant management** | $106,000 | $35,000 | $35,000 | | | | $36,000 | | | | |
| VCJR Crash Data Book | $35,000 | | | | | | | $35,000 | | | |
| Allocation Total | $1,099,350 | $192,000 | $509,350 | $5,000 | $0 | $24,000 | $331,000 | $35,000 | $3,000 | $0 | $520,350 |
| **2006 Rollover 402 (Estimate)** | | | | | | | | | | | |
| Enhanced Traffic Enforcement Grants** | $200,000 | | $100,000 | | | | $100,000 | | | | $200,000 |
| CIOT Task Force | $200,000 | | $200,000 | | | | | | | | $200,000 |
| VLEC** | $40,000 | $15,000 | $15,000 | | | | $10,000 | | | | $15,000 |
| Mobilization Rewards | $23,000 | | $23,000 | | | | | | | | $23,000 |
| VTLSP Replacement Van* | $15,000 | $7,500 | $7,500 | | | | | | | | $15,000 |
| DOE Youth Program* | $44,000 | $15,000 | $15,000 | | | | $14,000 | | | | $44,000 |
| State/Regional Safety Conference** | $18,000 | $7,000 | $7,000 | | | | $4,000 | | | | $8,000 |
| Lifesaver Award Program | $3,500 | $1,000 | $1,500 | | | | $1,000 | | | | $3,500 |
| Promotions & Partnerships | $15,000 | | $15,000 | | | | | | | | |
| EMS Annual Training Conference | $8,000 | | | | $8,000 | | | | | | $8,000 |
| CPS Statewide Program | $67,000 | | $67,000 | | | | | | | | $67,000 |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Travel and Training | $10,000 | $3,000 | $3,000 | $1,000 | | | $3,000 | | | | |
| Single Audit | $5,000 | | | | | | | | | $5,000 | |
| Rollover Total (Estimate) | $648,500 | $48,500 | $454,000 | $1,000 | $8,000 | $0 | $132,000 | $0 | $0 | $5,000 | $583,500 |
| **Annual 402 Program** | | | | | | | | | | | |
| 402 Estimated Programs Total | $1,747,850 | $240,500 | $963,350 | $6,000 | $8,000 | $24,000 | $463,000 | $35,000 | $3,000 | $5,000 | $1,103,850 |

* CP Community Traffic Safety Project ** PT Police Traffic Services

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **SAFETEA** | | | | | | | | | | | |
| 164 DUI Sanctions | $8,385,000 | | | | | | | | | | |
| 405A OP Grants | $49,000 | | | | | | | $85,000 | $8,300,000 | | |
| 410 Alcohol Funds | $170,900 | $170,900 | $49,000 | | | | | | | | |
| 411 Data Improvement | $75,000 | | | | | | | | | | |
| 157 Incentive | $13,700 | | | | | | | $75,000 | | | |
| **SAFETEA Total** | $8,693,600 | $170,900 | $13,700 | | | | | | | | |
| | | | $49,000 | $0 | $0 | $0 | $0 | $160,000 | $8,300,000 | $0 | $0 |
| **SAFETEA LU** | | | | | | | | | | | |
| 164 DUI Penalty | $2,101,993 | | | | | | | | | | |
| 405 Occupant Protection Incentive | $170,000 | | | | | | | | $2,101,993 | | |
| 408 Traffic Records Improvements | $850,000 | | $170,000 | | | | | | | | |
| 410 Impairment Countermeasures | $600,000 | $600,000 | | | | | | $850,000 | | | |
| 2010 Motorcycle Safety | $100,000 | | | | | | | | | | |
| 2011 CPS Incentives | $40,000 | | | $100,000 | | | | | | | |
| SAFETEA LU Total | $3,861,993 | $600,000 | $40,000 | | | | | | | | |
| | | | $210,000 | $100,000 | $0 | $0 | $0 | $850,000 | $2,101,993 | $0 | $0 |
| **FEDERAL FUNDS TOTALS** | **$14,303,443** | **$1,011,400** | | | | | | | | | |
| | | | **$1,222,350** | **$106,000** | **$8,000** | **$24,000** | **$463,000** | **$1,045,000** | **$10,404,993** | **$5,000** | **$1,103,850** |
| **Vermont Special Fund** | | | | | | | | | | | |
| Act 117 Local Enforcement Fund | $450,000 | $450,000 | | | | | | | | | |
| | | | | | | | | | | | |

# Vermont's Planned Highway Safety Activities for 2007

We have dubbed our efforts the "five E's," for enforcement, education, evaluation, emergency medical services and engineering. We are attempting, through the comprehensive traffic safety plan, to tie our efforts in with the agency of transportation to develop the most thorough efforts at improving highway safety, thereby saving lives and reducing injuries and crashes.

## 2007 ENFORCEMENT PROGRAMS (Proposed)

Vermont plans a significant investment in law enforcement management, support, coordination and targeted enforcement.

## DIRECT ENFORCMENT

$450,000 SHARP Grants
$450,000 ACT 117 State DUI Grants
$200,000 CIOT Mobilization Task Force
$200,000 Alcohol Mobilization Task Force
$200,000 Speed/Aggressive Driving Mobilization Task Force
$360,000 Stop Teen Alcohol Risk Teams (START)

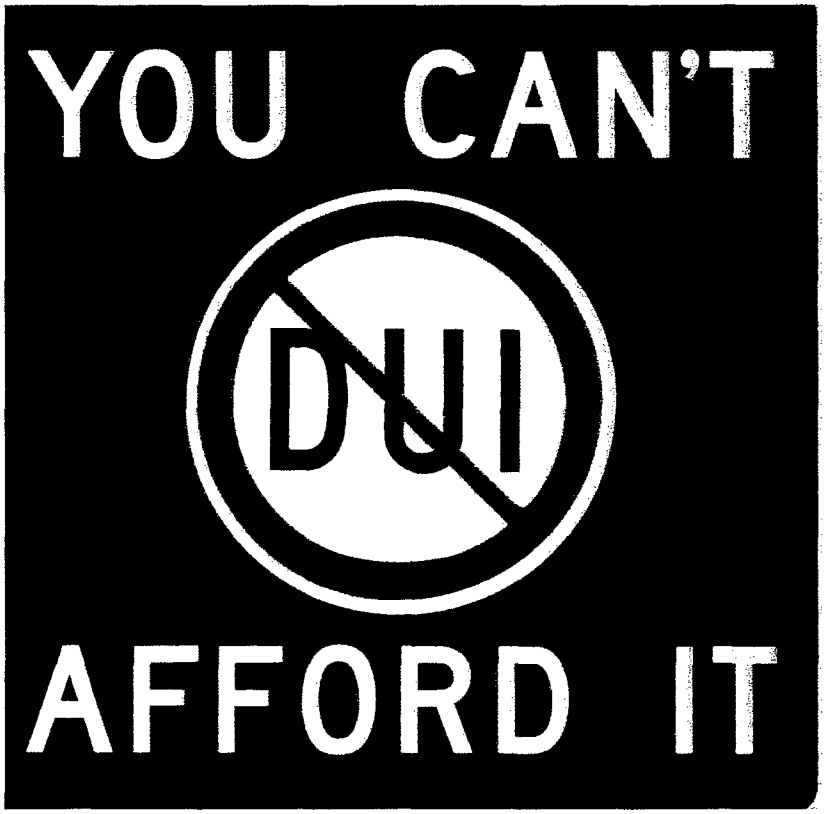
Vermont State Police, County Sheriffs, Municipal Police, Department of Motor Vehicles and Constables active in traffic enforcement will participate in 402 and State-funded DUI **Enforcement Enhancement Grants**. In order to qualify, agencies analyze local crash data to identify problem locations and times, and organize countermeasures that are often cooperative with other area agencies, thereby increasing visibility of our campaigns. The grants are guided by policy created by a working group of local, county and state police officials and highway safety program representatives.

County-based **SHARP** teams include representatives from law enforcement agencies ranging from state police to constables. Some teams include persons from other interested groups such as DMV Commercial Vehicle Enforcement, Department of Liquor Control, Department of Fish and Wildlife, State's Attorney's Office, and members of the media and press. SHARP teams maintain a high visibility profile and make as many stops/contacts as possible. Team members actively and aggressively enforce all motor vehicle, highway safety, and other criminal and civil laws, as appropriate. SHARP participants receive training in safety belt use, child passenger safety, alcohol enforcement and detection, speed enforcement, commercial vehicle laws, and traffic violation prosecution. SHARP teams conduct education and special enforcement patrols, including highway safety/sobriety checkpoint operations. Activities will be according to an approved deployment schedule submitted to and accepted by GHSP.

Our **DUI** grants have been changed to more effectively target areas and times of known DUI activity. For example, weekend nights in ski resort areas, Super Bowl Sunday, and the start of college terms. Grant applications must specify when extra officers will be used, and data must support such applications. In addition, we are requiring extra patrols dedicated to the national campaign pushes, or dictating specific times when some funding must be used to support country-wide efforts.

**Three mobilizations** are planned for 2007, one each for safety belts, impaired driving and speed/aggressive driving. If sufficient funds are available, each campaign will be backed by paid and earned media. The mobilizations will be planned and implemented as we have done so in the past two years, utilizing a task force of highly motivated officers, coupled with intensive education and media to create a very high visibility campaign.

**Stop Teen Alcohol Risks Teams (START)** is a program managed by the Vermont Department of Health. It was started by the Vermont League of Cities and Towns as a direct result of alcohol-related teen deaths in Vermont. The League organized a training event for all interested Vermont police officers. The training focused on the community-school-police partnership in Arizona that is combating teen drinking. Vermont police officers established coalitions roughly based on county lines to address the teen drinking problem. The coalitions of officers, from various local agencies, band together to interrupt teens at drinking events. The officers confiscate alcohol, cite underage drinkers and, whenever possible, identify the source of alcoholic beverages. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) continues to provide overtime funding for response to reported underage drinking events. GHSP supports this program in any manner possible, knowing it gets underage drinkers off our roadways.



# ENFORCEMENT SUPPORT

| | |
|---|---|
| $85,000 | Coordinator of Alcohol Traffic Safety Programs |
| $80,000 | State Law Enforcement Liaison |
| $75,000 | Vermont Association of Chief's of Police Law Enforcement Liaison |
| $75,000 | Vermont Sheriff's Association Law Enforcement Liaison |
| $75,000 | Traffic Safety Resource Attorney |
| $70,000 | Police Equipment Mobilization Rewards |
| $61,500 | Drug Recognition Expert Program Support |
| $45,000 | Liquor Control Enforcement and Outreach Vehicle |
| $40,000 | Vermont Law Enforcement Challenge Awards Program |
| $22,500 | Court-Ordered Sign In Program |
| $18,000 | State and Regional Traffic Safety Conferences |
| | DUI Equipment Support Program |

The legislatively established **Coordinator of Alcohol Traffic Safety Programs** monitors and coordinates all state and participating county and municipal programs that deal with alcohol traffic safety activities, including prevention, education, enforcement, adjudication and rehabilitation. The Coordinator, in consultation with all involved state and local agencies, develops a cooperative, comprehensive plan to reduce the incidence of drinking and driving in Vermont, study alcohol traffic problems, collect data for general and specialized use, and recommend law or rule changes to alcohol-use policy.

GHSP makes every effort to ensure enforcement dollars are spent for the greatest benefit. Therefore we have created a small network of highly-qualified and well respected **law enforcement liaisons**. Each liaison has been assigned areas of responsibility to support local law enforcement by providing advice, data, communication and coordination among multiple agencies. In addition, the liaisons work to find ways to promote vigorous, effective and sustained enforcement of traffic laws on an ongoing basis. The LEL's advise GHSP what resources enforcement agencies need to be proactive along with helping said agencies get the most out of GHSP programs. The LEL's will also provide training on traffic safety programs to any agency participating in our programs.

The **Traffic Safety Resource Attorney** supports the efforts of all enforcement officers, including State's Attorneys, by providing legal support, training and advice, policy and procedure guidance and community education. Located in the Office of State's Attorneys, the Resource Attorney supports efforts to remove and sanction drivers arrested for driving after drinking. The Resource Attorney also provides legal support on appeals with statewide or constitutional impact or in areas where local prosecutors have limited experience. The Resource Attorney works with various agencies to improve DUI laws and their applications and the Department of Health to maintain acceptability of the Datamaster Infrared breath testing equipment.

**Police Equipment Rewards** were a highly effective method of encouraging participation in mobilizations. Department heads must justify to governing bodys' reasons for cruisers to leave normal patrol areas, and equipment that did not affect town coiffeurs was a strong incentive. Rewards were funded under TEA-21 section 163, a program that has ended. We are hoping to reinstitute awards at some point in the near future.

The **Drug Recognition Expert Program** is supported by GHSP, which provides funding for training of additional officers, the annual conference and ensuring that DRE tests are not discarded because of a lack of resources to pay for testing.

The **Department of Liquor Control** has been using a GHSP van as a command post, DUI processing center and educational display for several years. DLC appears at large public gatherings, county field days, festivals and sporting events where illegal alcohol activity can be expected. DLC has paid for most of the expenses of the van, but systems are beginning to fail. If funding is available, a smaller replacement unit will be purchased.

To encourage all departments to focus on traffic safety enforcement and education, and to maintain appropriate policies, training and procedures, the **Vermont Law Enforcement Challenge** was created. Modeled on the IACP program, all Vermont entries are scored in Vermont to qualify for local prizes and then sent on to the national competition to be judged again by national standards. This provides departments two opportunities to achieve recognition and to be awarded equipment supporting traffic enforcement efforts.

**Court-Ordered Sign In Programs** have been very successful in bringing accountability and predictability to court orders for alcohol offenders to sign-in daily for breath testing. We began the program as a pilot with state DUI funds. While it has proven its value, the growing success of the program threatens to tie up funding that could be spent on enforcement issues. Therefore a small portion of 410 funds has been set aside to wean the program from State funds and give those agencies currently participating time to find another funding source. This will be the last year of funding from GHSP

Vermont held its first Traffic Safety Summit last year, designed for enforcement and highway safety officials to learn from professionals around the country. GHSP intends to plan further **Law Enforcement Conferences** to continue learning, planning and networking opportunities on both a regional and statewide basis.

We have purchased four Mobile Breath Alcohol Testing Vehicles (BAT-Mobiles), and are working with the Department of Health on replacing Datamasters as part of our **DUI Equipment Support Program**. These BAT-Mobiles provide a means for law enforcement officers to conduct on-site, evidentiary tests of suspected impaired drivers. The capability to do on-site testing will encourage sobriety checkpoints, alcohol enforcement at events where alcohol is present and give enforcement agencies capability to process suspects at remote locations (i.e. at farm keg parties or informal camp sites). These roaming "billboards" contribute to high visibility enforcement. The new Datamasters will require training and support as they are brought into the system.

# EDUCATION

$200,000 Child Passenger Safety Program
$200,000 MADD Startup
$194,000 Youth Alcohol and Traffic Safety Program
$100,000 Motorcycle Safety Program
$60,000 Workplace Safety Program
$43,500 Vermont Teen Leadership Safety Program
$20,000 Community Traffic Safety Program
$12,000 Emergency Nurses CARE (ENCARE)
$8,000 Elementary Education Traffic Safety Presentation

The **Child Passenger Safety Program** is managed within GHSP. A statewide network of technicians, clinics, permanent fitting stations and weekly inspections is supported with data collection, supplies, training and public education.

Vermont would benefit from a statewide **MADD** organization. However, previous efforts have not had long-term success. If sufficient funds are available, GHSP would give a professional organizer the opportunity to lay the groundwork for a strong MADD program that would become self-sufficient in rapid order.

The Vermont Department of Education supports a **Youth Alcohol and Traffic Safety Program** through a grant from GHSP. This statewide program uses teens for peer education and training, along with activities related to traffic safety, such as promoting safety belt use and responsible driver and passenger decisions.

With the rise of motorcycle fatalities over recent years, GHSP will work to complement the rider education activities of the Department of Motor Vehicles through a **Motorcycle Safety Program**. We plan to work with a variety of partners to bring public education and enforcement support to current training activities available in Vermont.

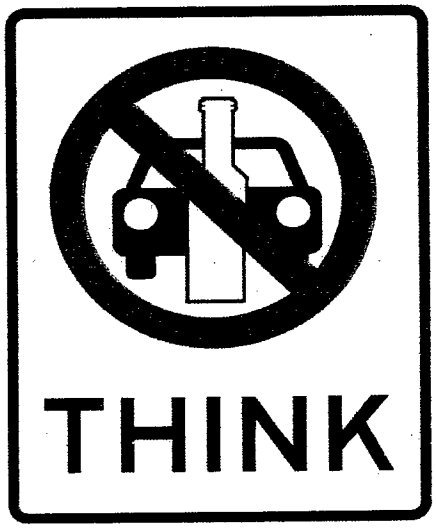
Previously called VNETS and housed at the Chamber of Commerce, the **Workplace Safety Program** has moved to the Department of Labor. This will enable the coordinator to work cooperatively within state government with occupational safety and health issues related to traffic safety issues such as occupant protection.

The **Vermont Teen Leadership Safety Program** is a teen-led program exhibiting leadership and promoting positive role models in High Schools. Teens provide cross-age peer training for elementary and middle schools. The annual Governor's Youth Leadership Conference is planned and executed by these students.

VTLSP
VERMONT TEEN LEADERSHIP SAFETY PROGRAM

Vermont has only one remaining **Community Traffic Safety Program**. However, it is located in the Northeast Kingdom, one of the areas of the state in most need of traffic safety services. We are still looking to expand this program.

**ENCARE** is emergency room nurses that volunteer to promote traffic safety, including overseeing the THINK program, where road signs are placed at the site of alcohol-related fatal crashes. GHSP supports these nurses through a small grant to help with presentations and education material.




It is always a goal of GHSP to start traffic safety messages as early as possible so safe habits are developed in childhood. GHSP supports a retired trooper who presents such messages through his **Elementary Education Traffic Safety Presentations.**

# EDUCATION SUPPORT

$450,000 Paid Media Campaigns
$80,000 Public Information Program/Officer
$35,000 Promotional Partnerships
$3,500 Lifesaver Recognition Awards
Rollover Convincer Demonstration and Education Program
Skid Monster Program

To the extent funding is available, **Paid Media** will be utilized to support earned media and PSA material during all of our major campaigns. Messages will be targeted to appropriate regions and audiences based on surveys and crash data analysis.

We are completely revamping our **Public Information Program**, bringing in a new Public Information Officer, who will be starting a newsletter, giving our web site a new look and producing education materials that will be useful to our partners. We will continue to produce and air top commercial spots promoting highway safety messages, work in partnership with law enforcement agencies to get local press coverage of our issues, and produce powerpoint presentations that can be used in local venues, such as school organizations and Rotary Clubs, that will spread the safety mantra of always buckling up, don't drink and drive and drive safely.

The annual **Lifesaver "Highway Hero" Awards** provides an opportunity to thank the many partners of GHSP, who support our initiatives throughout the year. Many of our supporters work behind the scenes and this is a chance to point out all the good work that gets accomplished.

GHSP recognizes the value of "partnerships." Therefore over the past several years we have engaged in **Promotional Partnerships** with professional sports venues throughout the state. For example, we are the lead sponsor of the Vermont Voltage, a professional soccer team located in Franklin County. This area of the state has one of the worst safety belt rates in Vermont. By promoting the Voltage, the team promotes safety belt use by wearing the Click It or Ticket logo on their jerseys, and announcing safety belt messages at every home game. The team also has youth soccer camps and promotes child passenger issues at every camp. We have garnered national attention on both MTV and ESPN with this partnership.

The **RollOver Convincer** is a device that demonstrates the difference in a rollover crash between belted and unbelted occupant dummies. The unbelted dummies are thrown out of the convincer, whereas the belted dummies are kept safe and secure within the convincer. The device is being used with great success all over the state to promote safety belt use. It is housed, transported and maintained by the Vermont Sheriff's Association.

Young drivers do not get the feeling of being out of control in a vehicle until the situation may put their life in jeopardy. The **Skid Monster Progam** allows a vehicle to demonstrate the feel and consequence of losing control at low speeds. By allowing the loss of control to occur in a controlled environment, young drivers can learn the correct way to recover and avoid crashes as a result of loss of control. The equipment was purchased with 402 funds, but the program continues at local expense.

Public Info. Officer.

**Deb Bruce**

**From:** Jeannie Johnson

**Sent:** Wednesday, October 04, 2006 10:10 AM

**To:** Deb Bruce

**Subject:** Budgt for PIO & Data Analyst - 402 funds

To make it simpler, I covered both the positions with 402 funds. We have many choices to make about what we pay for with which funds, so, knowing what JFO needs to know, it made sense to fund those two positions with FFY 2007 funds, and shuffle the money around for the other positions. I hope this makes it simpler and avoids the need for any complicated explanations. If you don't like this strategy, let me know.

I've updated my funding grid to show just that funding source, and I've attached another one showing all the funding source. Use what you think is best.

***Jeanne Johnson, Coordinator***
Governor's Highway Safety Program
Department of Public Safety
5 Park Row
Waterbury, VT 05671-3201
Phone 802-241-5501, Fax 802-241-5558

| Match level | | 25% | 25% | | 75% | *50% | 75% | 25% | | | | 100,000 to | 0% | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Grant Amount | 450,000 | 400,000 | 1,099,350 | 13,694 | 3,000 | 161,728 | 125,000 | 530,578 | 196,063 | 75,000 | 300,000 | 0 | 2,101,993 | 5,006,406 |
| ***Applicant*** | **2007** | **CF** | **2007** | **CF** | **Prev yrs CF** | **2006** | **Prev yrs CF** | **2006** | **2006** | **Prev Yrs CF** | **2006** | **2006** | **2006** | **PROJECT** |
| | ***117 DUI*** | **402** | **402** | **157 Inc** | **405 OP** | **405 OP** | **410 AL** | **410 Alc** | **2011 CPS** | **411** | **408 Data** | **2010 MC** | **164 HE** | **BUDGET** |
| **SHARP, VSP, DMV** | 450,000 | 200,000 | 250,000 | | | | | | | | | | | 900,000 |
| **Alc Task Force 12/06** | | | | | | | *50,000* | 150,000 | | | | | | 200,000 |
| **CIOT Task Force 5/07** | | *200,000* | | | | | | | | | | | | 200,000 |
| **S/AD Task Force 8/07** | | 0 | | | | | | | | | | | | 0 |
| **VLEC (Sep 07) (MC)** | | *15,000* | | | | | | | | | | | | 15,000 |
| **State LEL** | | | 40,000 | | | | | 40,000 | | | | | | 80,000 |
| **VSA LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| **VACOP LEL** | | | 35,000 | | | | | 40,000 | | | | | | 75,000 |
| ***Sign-In Program One-time** | | | | | | | 22,500 | | | | | | | 22,500 |
| **Traffic Safety Resource Prosecutor** | | | | | | | | 78,700 | | | | | | 78,700 |
| **DRE Drug Tests DOH $550x50)** | | | | | | | *27,500* | | | | | | | 27,500 |
| **DRE training (5 new)** | | | | | | | *30,500* | | | | | | | 30,500 |
| **DRE Conference (3 attendees)** | | | | | | | *3,500* | | | | | | | 3,500 |
| **LE Regional Summits** | | | | | | | *1,200* | | | | | | | 1,200 |
| **Mobilization Rewards** | | *23,000* | | | *23,000* | | *23,000* | | | | | | | 69,000 |
| **DLC Educational Van** | | | | | | | *0* | | | | | | | 0 |
| **Traffic Safety Summit** | | *12,000* | | | | | 0 | | | | | | | 12,000 |
| | | | | | | | | | | | | | | |
| VTLSP | | 43,500 | | | | | | | | | | | | 43,500 |
| VTLSP Replacement Van | | | | 13,694 | | | | | | | | | | 13,694 |
| Youth DOE | | 44,000 | 150,000 | | | | | | | | | | | 194,000 |
| ENCARE | | | | | | | | 12,000 | | | | | | 12,000 |
| EMS (need in March) | | | 8,000 | | | | | | | | | | | 8,000 |
| Newport Area CTSP | | | | | | | | 20,000 | | | | | | 20,000 |
| Elementary Ed | | | 9,000 | | | | | | | | | | | 9,000 |
| CPS Vehicle | | | | | | | | | 30,000 | | | | | |
| CPS Statewide Program | | | 174,850 | | *23,000* | | | | | | | | | 197,850 |
| Workplace Traffic Safety Program | | | 60,000 | | | | | | | | | | | 60,000 |
| MADD Startup | | | | | | | | | | | | | | 0 |
| MC Safety | | | | | | | | | | | | 275,000 | | 275,000 |
| CPS Parent Enhancement | | | | | | | | | 10,000 | | | | | |
| PIO | | | 75,000 | | | | | | | | | | | 75,000 |
| **Marketing Support** | | | | | | | | 36,000 | | | | | | |
| **Paid Media Alc 12/06** | | | | | | | | *50,000* | | | | | | 50,000 |
| **Paid Media CIOT 5/07** | | | | | | 122,728 | | | | | | | | 122,728 |
| **Paid Media CPS 2/07 & yearlong** | | | | | | | | | 70,000 | | | | | |
| **Promo & Partnerships** | | | *15,000* | | *3,000* | | | 10,878 | | | | | | 28,878 |
| **Lifesaver Awards** | | 3,500 | | | | | | | | | | | | 3,500 |
| | | | | | | | | | | | | | | 0 |
| CIOT Telephone Surveys | | | | | | 12,000 | | | | | | | | 12,000 |
| Alcohol question on survey | | | | | | | *1,200* | | | | | | | 1,200 |
| CPS Parent Survey | | | | | | | | | 5000 | | | | | |
| 2 Seat Belt Surveys | | | | | | 27,000 | | | | | | | | 27,000 |
| CPS Use Survey | | | | | | | | | 20,000 | | | | | 20,000 |
| Crash Records Book | | | 35,000 | | | | | | | | | | | 35,000 |
| Traffic Records Improvement Plan | | | | | | | | | | 75,000 | 300,000 | | | 375,000 |
| Crash Data Analyst | | | 75,000 | | | | | | | | | | | 75,000 |
| Traffic Records Assessmt | | | | | | | | | | | 0 | | | 0 |
| DOH YRBS | | | | | | | *1,500* | | | | | | | 1,500 |
| | | | | | | | | | | | | | | 0 |
| GHSP salaries & OT | | 62,500 | 137,500 | | | | | 53,000 | 50,000 | | | | | 303,000 |
| GHSP & Partners travel | | 10,000 | | | | | | | | | | | | 10,000 |
| Single Audit | | 5,000 | | | | | | | | | | | | 5,000 |
| | | | | | | | | | 11,063 | | | | | 11,063 |
| **Hazard Elimination** | | | | | | | | | | | | | 2,101,993 | 2,101,993 |
| **TOTAL** | **450,000** | **618,500** | **1,099,350** | **13,694** | **49,000** | **161,728** | **160,900** | **530,578** | **196,063** | | **300,000** | **0** | **2,101,993** | **5,880,806** |
| | | | | | | | | | | | | | | 5,681,806 |
| Budget Plan Date: | | | | | | | | | | | | | 3,579,813 | -199,000 |

| | |
|---|---|
| Match level | 25% |
| Grant Amount | 1,099.350 |
| ***Applicant*** | **2007** |
| | **402** |
| **SHARP, VSP, DMV** | 250,000 |
| **Alc Task Force 12/06** | |
| **CIOT Task Force 5/07** | |
| **S/AD Task Force 8/07** | |
| **VLEC (Sep 07) (MC)** | |
| **State LEL** | 40,000 |
| **VSA LEL** | 35,000 |
| **VACOP LEL** | 35,000 |
| ***Sign-In Program One-time** | |
| **Traffic Safety Resource Prosecutor** | |
| **DRE Drug Tests DOH $550x50)** | |
| **DRE training (5 new)** | |
| **DRE Conference (3 attendees)** | |
| **LE Regional Summits** | |
| **Mobilization Rewards** | |
| **DLC Educational Van** | |
| **Traffic Safety Summit** | |
| | |
| VTLSP | |
| VTLSP Replacement Van | |
| Youth DOE | 150,000 |
| ENCARE | |
| EMS (used in March) | 8,000 |
| Newport Area CTSP | |
| Elementary Ed | 9,000 |
| CPS Vehicle | |
| CPS Statewide Program | 174,850 |
| Workplace Traffic Safety Program | 60,000 |
| MADD Startup | |
| MC Safety | |
| CPS Parent Enhancement | |
| **PIO** | 75,000 |
| **Marketing Support** | |
| **Paid Media Alc 12/06** | |
| **Paid Media CIOT 5/07** | |
| **Paid Media CPS 2/07 & yearlong** | |
| **Promo & Partnerships** | *15,000* |
| **Lifesaver Awards** | |
| | |
| CIOT Telephone Surveys | |
| Alcohol question on survey | |
| CPS Parent Survey | |
| 2 Seat Belt Surveys | |
| CPS Use Survey | |
| Crash Records Book | 35,000 |
| Traffic Records Improvement Plan | |
| Crash Data Analyst | 75,000 |
| Traffic Reports Assessmt | |
| DOH YRBS | |
| | |
| GHSP salaries & OT | 137,500 |
| GHSP & Partners travel | |
| Single Audit | |
| | |
| **Hazard Elimination** | |
| **TOTAL** | **1,099,350** |

Budget Plan Date:

# EVALUATION

| | |
|---|---|
| $300,000 | Traffic Records Data Improvement Project |
| $45,000 | Traffic Records Assessment |
| $75,000 | Crash Record Data Analyst |
| $35,000 | Crash Data Report |
| $26,000 | Safety Belt Observational Surveys |
| $24,000 | Telephone Surveys |
| $20,000 | Child Passenger Safety Restraint Use Survey |
| $1,500 | Department of Health Risk Behavior Survey |

GHSP utilizes a variety of tools to evaluate the success of programs and movement toward our goals. We know that data **must** drive our programs and dictate where we expand our resources.

In order to continue the effort to upgrade crash records, a **Traffic Records Assessment** will be undertaken in order to qualify for **Traffic Records Improvement Funds**. A Traffic Records Coordinating Committee has been work for years toward implementing the state's traffic records improvement plan, and consistent, full funding will help us make progress.

A **Crash Data Analyst** will research serious and fatal crashes to provide "fresh" data to allow enforcement to respond tactically to crash trends. While trends for fatal crashes are usually current, other crash data can lag years behind, not allowing enforcement to target said areas with additional officers at appropriate times. At a recent gathering of law enforcement representatives of all types from all over the state, current crash data and analysis and reporting of current problems was requested on a monthly basis so a primary responsibility will be reporting trends to all agencies on at least a monthly basis.

The **Crash Data Report** is an annual compilation of traffic data that allows assessment of progress over time and is used to help guide decisions on expenditure of funds.

**Telephone Surveys** and **NHTSA-sanctioned Observational Surveys** will be utilized to evaluate the effectiveness of the safety belt mobilization. We are also considering doing a **Child Restraint Use Survey** to evaluate the prevalence of child restraints at different ages.

The Department of Health administers a **Behavioral Risk Survey**, and requests a contribution toward costs when questions regarding impaired driving or other highway safety topics are included.

# EMERGENCY MEDICAL SERVICES

## $8,000 EMS Conference Support

GHSP contributes funding to the **Emergency Medical Services Training Conference**. Funding is used to bring in speakers on highway safety issues, which helps keep down the cost of training for local EMS technicians.

# ENGINEERING

Section 164 funds are used for Hazard Elimination projects, which include risk reduction activities applied to the High Accident Location list, and activities to reduce crashes such as work zone education and enforcement. In addition Strategic Highway Safety Planning initiatives include five behavioral issues (safety belts, impaired, distracted and fatigued driving and aggressive driving) and two engineering issues (run-off road crashes and intersection crashes). However, almost all of these efforts to reduce crashes will have an engineering component, and Agency of Transportation Engineers are being very supportive and cooperative, working closely with behavioral specialists to seek solutions and reduce crashes.

# STATE CERTIFICATIONS AND ASSURANCES

Failure to comply with applicable Federal statutes, regulations and directives may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR §18.12.

Each fiscal year the State will sign these Certifications and Assurances that the State complies with all applicable Federal statutes, regulations, and directives in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but not limited to, the following:

- 23 U.S.C. Chapter 4 - Highway Safety Act of 1966, as amended;
- 49 CFR Part 18 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 49 CFR Part 19 - Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations
- 23 CFR Chapter II - (§§1200, 1205, 1206, 1250, 1251, & 1252) Regulations governing highway safety programs
- NHTSA Order 462-6C - Matching Rates for State and Community Highway Safety Programs
- Highway Safety Grant Funding Policy for Field-Administered Grants

## Certifications and Assurances

The Governor is responsible for the administration of the State highway safety program through a State highway safety agency which has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program (23 USC 402(b) (1) (A));

The political subdivisions of this State are authorized, as part of the State highway safety program, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation (23 USC 402(b) (1) (B));

At least 40 per cent of all Federal funds apportioned to this State under 23 USC 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs (23 USC 402(b) (1) (C)), unless this requirement is waived in writing;

The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including:

- National law enforcement mobilizations,
- Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits,
- An annual statewide safety belt use survey in accordance with criteria established by the Secretary for the measurement of State safety belt use rates to ensure that the measurements are accurate and representative,
- Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources.

The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.

This State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks (23 USC 402(b) (1) (D));

Cash drawdowns will be initiated only when actually needed for disbursement, cash disbursements and balances will be reported in a timely manner as required by NHTSA, and the same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations (49 CFR 18.20, 18.21, and 18.41). Failure to adhere to these provisions may result in the termination of drawdown privileges);

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs);

Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CFR 1200.21);

The State will comply with all applicable State procurement procedures and will maintain a financial management system that complies with the minimum requirements of 49 CFR 18.20;

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of

1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

**The Drug-free Workplace Act of 1988(49 CFR Part 29 Sub-part F):**

The State will provide a drug-free workplace by:

k. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

l. Establishing a drug-free awareness program to inform employees about:

    1. The dangers of drug abuse in the workplace.

    2. The grantee's policy of maintaining a drug-free workplace.

    3. Any available drug counseling, rehabilitation, and employee assistance programs.

    4. The penalties that may be imposed upon employees for drug violations occurring in the workplace.

m. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).

n. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --

    1. Abide by the terms of the statement.

    2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

o. Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction.

p. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted -

   1. Taking appropriate personnel action against such an employee, up to and including termination.

   2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

q. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f) above.

## BUY AMERICA ACT

The State will comply with the provisions of the Buy America Act (23 USC 101 Note) which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

## POLITICAL ACTIVITY (HATCH ACT).

The State will comply with the provisions of 5 U.S.C. §§ 1501-1508 and implementing regulations of 5 CFR Part 151, concerning "Political Activity of State or Local Offices, or Employees".

## CERTIFICATION REGARDING FEDERAL LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

18. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

19. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

20. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

## RESTRICTION ON STATE LOBBYING

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

## CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

### Instructions for Primary Certification

21. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

22. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

23. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant

knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

24. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

25. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

26. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

27. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification , in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

28. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.

29. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

30. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the

Federal Government, the department or agency may terminate this transaction for cause or default.

*Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions*

(1) The prospective primary participant certifies to the best of its knowledge and belief, that its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

## Instructions for Lower Tier Certification

31. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

32. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower

tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

34. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

35. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

36. The prospective lower tier participant further agrees by submitting this proposal that is it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)

37. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

38. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

39. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

*Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:*

40. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

41. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

## ENVIRONMENTAL IMPACT

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year 2007 highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan will be modified in such a manner that a project would be instituted that could affect environmental quality to the extent that a review and statement would be necessary, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 USC 4321 et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

August 31, 2006

Commissioner Kerry Sleeper
Governor's Highway Safety Representative

U. S. Department of Transportation | National Highway Traffic Safety Administration | Federal Highway Administration

## 2007 HIGHWAY SAFETY PROGRAM COST SUMMARY

State: VERMONT Number: Preliminary Date: August 1, 2006

| PROGRAM AREA | APPROVED PROGRAM COSTS | BASIS FOR % CHANGE | STATE/LOCAL FUNDS | FEDERALLY FUNDED PROGRAMS PREVIOUS BALANCE | INCREASE/DECREASE | % CHANGE | CURRENT BALANCE | FEDERAL SHARE TO LOCAL |
|---|---|---|---|---|---|---|---|---|
| **402** | | | | | | | | |
| CP | 321,500.00 | | | 0.00 | 321,500.00 | | 321,500.00 | 221,500.00 |
| PT | 694,000.00 | | | 0.00 | 694,000.00 | | 694,000.00 | 473,000.00 |
| AL | 46,000.00 | | | 0.00 | 46,000.00 | | 46,000.00 | 1,000.00 |
| EM | 8,000.00 | | | 0.00 | 8,000.00 | | 8,000.00 | 8,000.00 |
| MC | 6,000.00 | | | 0.00 | 6,000.00 | | 6,000.00 | |
| OP | 566,350.00 | | | 0.00 | 566,350.00 | | 566,350.00 | 399,350.00 |
| PA | 5,000.00 | | | 0.00 | 5,000.00 | | 5,000.00 | |
| PS | 17,000.00 | | | 0.00 | 17,000.00 | | 17,000.00 | |
| RS | 3,000.00 | | | 0.00 | 3,000.00 | | 3,000.00 | |
| SC | 46,000.00 | | | 0.00 | 46,000.00 | | 46,000.00 | 1,000.00 |
| TR | 35,000.00 | | | 0.00 | 35,000.00 | | 35,000.00 | |
| **402 Total** | 1,747,850.00 | | | | | | | |
| **SAFETEA** | | | | | | | | |
| 164 | 8,385,000.00 | | | 0.00 | 8,385,000.00 | | 8,385,000.00 | |
| J2-02-06(405a) | 49,000.00 | | | 0.00 | 49,000.00 | | 49,000.00 | |
| J8-02-03(410) | 170,900.00 | | | 0.00 | 170,900.00 | | 170,900.00 | |
| J9-02-09(411) | 75,000.00 | | | 0.00 | 75,000.00 | | 75,000.00 | |
| 157OP Incentive | 13,700.00 | | | 0.00 | 13,700.00 | | 13,700.00 | |
| **SAFETEA Total** | 8,693,600.00 | | | | | | | |
| **SAFETEA - LU** | | | | | | | | |
| 164 | 2,101,993.00 | | | 0.00 | 2,101,993.00 | | 2,101,993.00 | |
| 405 | 170,000.00 | | | 0.00 | 170,000.00 | | 170,000.00 | |
| 408 | 850,000.00 | | | 0.00 | 850,000.00 | | 850,000.00 | |
| 410 | 600,000.00 | | | 0.00 | 600,000.00 | | 600,000.00 | |
| 2010 | 100,000.00 | | | 0.00 | 100,000.00 | | 100,000.00 | |
| 2011 | 40,000.00 | | | 0.00 | 40,000.00 | | 40,000.00 | |
| **SAFETEA-LU Total** | 3,861,993.00 | | | | | | | |
| **NHTSA TOTALS** | **14,303,443.00** | **0.00** | **0.00** | **0.00** | **13,233,943.00** | **0.00** | **14,303,443.00** | **1,103,850.00** |

State Official Authorized Signature:

NAME: Kerry Sleeper, Commissioner

TITLE: Governor's Representative

DATE: 8/25/06

NHTSA Official Authorized Signature:

NAME: Philip Wieser

TITLE: Regional Administrator

DATE: _____

# CONTACT INFORMATION

**Kerry Sleeper, Commissioner, Department of Public Safety**
**103 South Main Street, Waterbury, VT 05671-2101**
**Phone 802-241-5200**

**Governor's Highway Safety Program**
**5 Park Row, Waterbury, VT 05671-3201**

**Jeanne Johnson, Coordinator**
**Jejohnso@dps.state.vt.us Phone 802-241-5501**

**Lee Graham, Vermont Chief's of Police Association**
**sbcopperhead@verizon.net Phone 802-241-5541**

**Tom Fields, Law Enforcement Liaison**
**tfields@dps.state.vt.us Phone 802-241-5522**

**Robert King, Grants Program Manager**
**rking@dps.state.vt.us Phone 802-241-5519**

**Michele Laberge, Child Passenger Safety Specialist**
**mlaberge@dps.state.vt.us Phone 802-241-5503**

**Steve Reckers, Alcohol Safety Program Coordinator**
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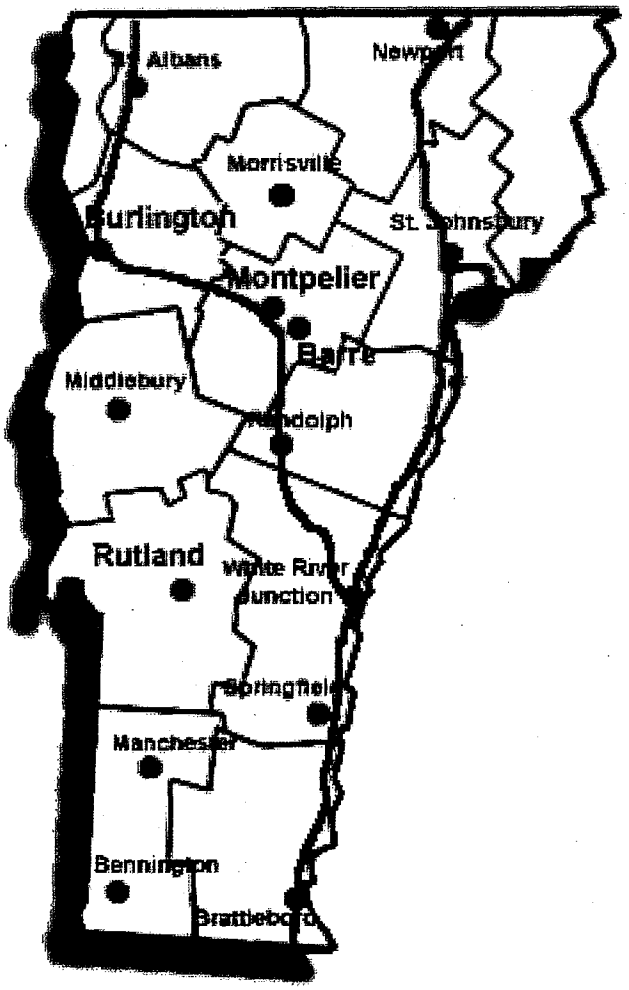
**Charles Satterfield Vermont Sheriff's Association**
**csatterf@dps.state.vt.us Phone 802-241-5523**

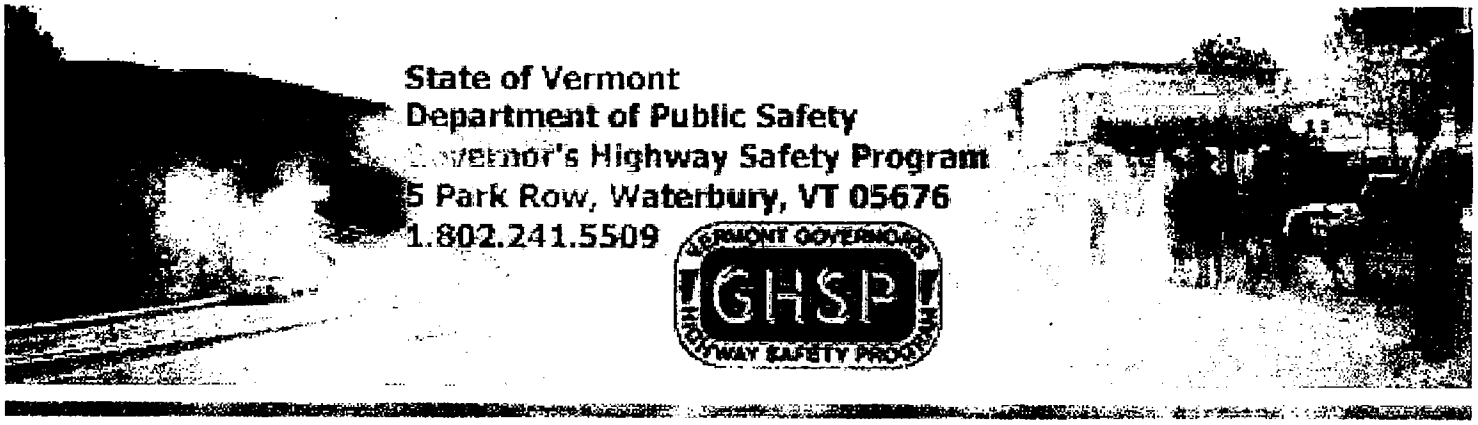
# VERMONT

# 2007

# HIGHWAY SAFETY

# MASTER PLAN






## MISSION

The Governor's Highway Safety Program facilitates and supports, with federal grants, a statewide network to promote safe driving behavior on the highways. Groups supported include community traffic safety programs, state, county and municipal traffic law enforcement; and state Departments of Education, Public Safety and Health. Major program areas are occupant protection (safety belts, child passenger safety and motorcycle helmets), impaired driving, speed, and motorcycle, pedestrian and bicycle safety.

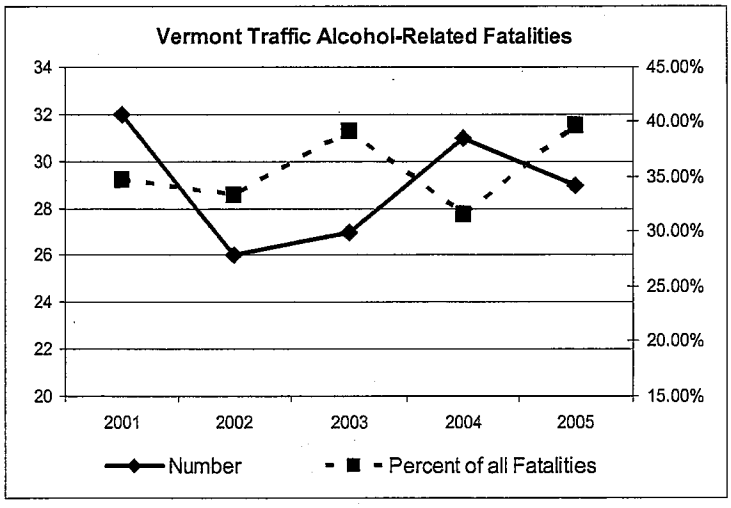
# 2007 Vermont Highway Safety

# Master Plan Document

# Table Of Contents

# VERMONT'S 2007 HIGHWAY SAFETY PROBLEM IDENTIFICATION AND PLANNING PROCESS

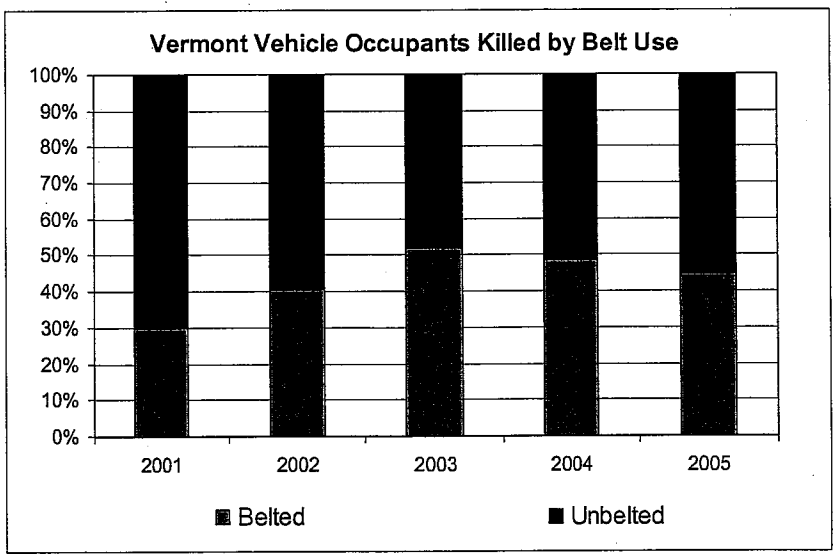
The 2007 Vermont Highway Safety Plan has had the benefit of more data analysis and problem identification research than any previous plan. Kicked off in December 2005, the Strategic Highway Safety Planning initiative, guided by the Vermont Agency of Transportation, brought safety partners from all over the State together to review traffic crash data for the purpose of choosing priorities. The group was presented data research done by the Vermont Center for Justice Research, organized according to the Comprehensive Emphasis Areas developed by American Association of State Highway and Transportation Officials. Based upon the analysis presented, over 100 Vermonters voted on the emphasis areas they felt would result in the greatest reduction in traffic crashes, and the group chose priority areas to work on. Of the seven emphasis areas, **five were behavioral issues** – impaired, aggressive, and distracted driving, failure to use safety belts and overrepresentation in crashes of young drivers.




On July 6, 2006, the Department of Health's Injury Prevention Specialist convened a Symposium on injury prevention, for the purpose of bringing partners together and developing priorities. The advisory committee selected young drivers as an emphasis area that created significant opportunities to work together and potential for significant reductions in death and injury.

On July 17, 2006, Kerry Sleeper, Commissioner of Public Safety and Governor's Highway Safety Representative, called a law enforcement summit to look for ways to address this year's spike in highway fatalities. At that meeting, the enforcement community identified the need to focus on speeding in all jurisdictions.

Each of these intensive efforts involved in-depth data analysis and brought together, on issues of mutual concern, partners who do not usually work together, empowering the group to make decisions about priorities and mutual goals. And, in each gathering, it was clear that behavioral issues are in the greatest need of attention and offer the best potential savings in human life. The need was recognized for involving all five "E"s (engineering, education, enforcement, emergency medical services and evaluation), and brainstorming activity offered an opportunity to begin to work more collaboratively.




While there may be no new resources to address problems, identifying problem areas that can offer the greatest improvements and addressing it with multiple tactics and multiple partners may create results never achieved before. Only time will tell whether these efforts will reap results. However, with increased traffic and decreased motorist patience, the issues on roadways are growing, and new approaches are needed. Previous large group meetings of nontraditional partners have generated reports, but little real change in the way business is done. Whether this momentum can be maintained to continue the cross-agency and cross-funding source communication to solve problems based on life-saving priorities and without being hamstrung by separate funding sources and "in-house" priorities remains to be seen. However, the potential is tremendous, and the energy of participants could provide a great deal of benefit to the citizens of Vermont in lives and financial savings.

# ALCOHOL AND OTHER DRUGS

## Problem Identification

Vermont is much improved in the area of alcohol-related crashes. Recent data from NHTSA shows Vermont has the lowest rate of alcohol-related deaths per 100 million miles traveled in the country for the 2002 calendar year. The rate of 0.28/ MMT is less than half the national rate of 0.62/MMT. Alcohol related deaths now remain constant at around 30 per year, and law enforcement officials believe it will be difficult to have any real reduction below that figure.

According to crash data, alcohol crash-involved drivers are overwhelmingly male (79%) and between 18 and 34 years old (55%). We have noted a slight shift in the gender of DUI alcohol-related crash operators, with a higher percent of females being involved.

## Problem Statement

All highway users in Vermont are endangered by those who continue to drink and drive. All of Vermont is at risk, although it is most severe in Bennington and Lamoille counties. The most common violators are 18 - 34 year old males. Evening and late night are the most "at-risk" times to be on the road with 65% of alcohol-involved crashes occurring between 6 PM and 2 AM.

## Goals

Short Range

- ✓ Reduce alcohol-related traffic fatalities to less than .34 per 100 VMMT by 2011 (three-year average 2003-2005 = .37)

Long Range

- ✓ Reduce alcohol-related traffic fatalities to less than .30 per 100 VMMT by 2016

## Objectives

- ✓ Reduce the incidence of alcohol and other drug impaired driving
- ✓ Increase the perception and reality of detection and apprehension of impaired drivers
- ✓ Reduce recidivism of impaired drivers
- ✓ Increase the perception and reality of swift and certain sanctioning of driving under the influence of alcohol or other drugs
- ✓ Increase the awareness of the consequences of alcohol and other drugs on driving ability
- ✓ Increase the awareness of the financial, social and personal impact of driving while impaired
- ✓ Reduce the use of alcohol and other drugs in the at-risk population
- ✓ Continue campaigns such as You Drink, You Drive, You Lose and DUI, You Can't Afford It that combine intensive education with high-visibility law enforcement efforts

## Supporting

Act 117 regional and community DUI enforcement program
Alcohol Detection Equipment and Support

| | |
|---|---|
| Activities | Breath Alcohol Mobile Testing Units (BAT MOBILES)<br>Community Traffic Safety Program<br>Countywide Safe Highways Accident Reduction Program (SHARP)<br>Department of Education Youth Programs<br>Department of Liquor Control Compliance Checks<br>DUI Resource Attorney<br>Emergency Nurses Cancel Alcohol-related Emergencies (ENCARE)<br>Lifesavers Event<br>Macro and Behavioral Surveys<br>Law Enforcement Liaisons<br>Public Information Officer<br>School Resource Officer training<br>Sheriffs' Association *DWI hotline<br>Stop Teen Alcohol Risk Teams (START)<br>Vermont State Police DUI enforcement<br>Vermont Law Enforcement Challenge<br>Sheriff's Association It's Fake Teen Use ID hotline<br>START Report on Underage Drinking Hot Line |

# OCCUPANT PROTECTION/CHILD PASSENGER SAFETY

## Problem Identification

Despite the continued and best efforts of GHSP, its private sector partners and law enforcement agencies, Vermont has not yet achieved an 85 percent safety belt use rate. We have run two Click It or Ticket campaigns every year for the past half-decade, yet youth and male pick up truck drivers, especially in rural areas, continue to be the most difficult population to convince that buckling up is the best safety measure. We have achieved an 84 percent recognition rate of Click It or Ticket, which is phenomenal, but it means more people are aware of the campaign than are actually buckling up, with the latest survey showing 81.8 percent of Vermonters wearing safety belts.

CPS programs in Vermont target the entire family with the idea that unrestrained passengers are a threat to all occupants. In addition, if children themselves learn the use of restraints at an early age, life-long use is more likely to occur.

## Problem Statement

Southeastern and Northeastern Vermont have the lowest rates. The regions abut the Massachusetts and New Hampshire borders, both states with low belt use. Young adults are less likely to be belted and most likely to be involved in a crash. By increasing the belt use in that population, we can reduce the injuries sustained and the overall cost of traffic crashes in Vermont.

Children most likely to be injured in crashes on Vermont roadways are between the ages of 8 and 16. Continued emphasis on booster seat use will help reduce these injuries and deaths. Advocates who deal with families (law enforcement, health care personnel, child care providers and schools) must also be trained in current and consistent information.

## Goals

Short Range

- ✓ Increase the safety belt use rate to 85 percent by 2011. Decrease fatalities of children ages 0-17 to less than .07 per 1,000 of population (four year average 2002-2006 of .086)

Long Range

- ✓ Increase the safety belt use rate in Vermont to 90 percent by 2015. Decrease fatalities of children ages 0-17 to less than .06 per 1,000 by 2015.

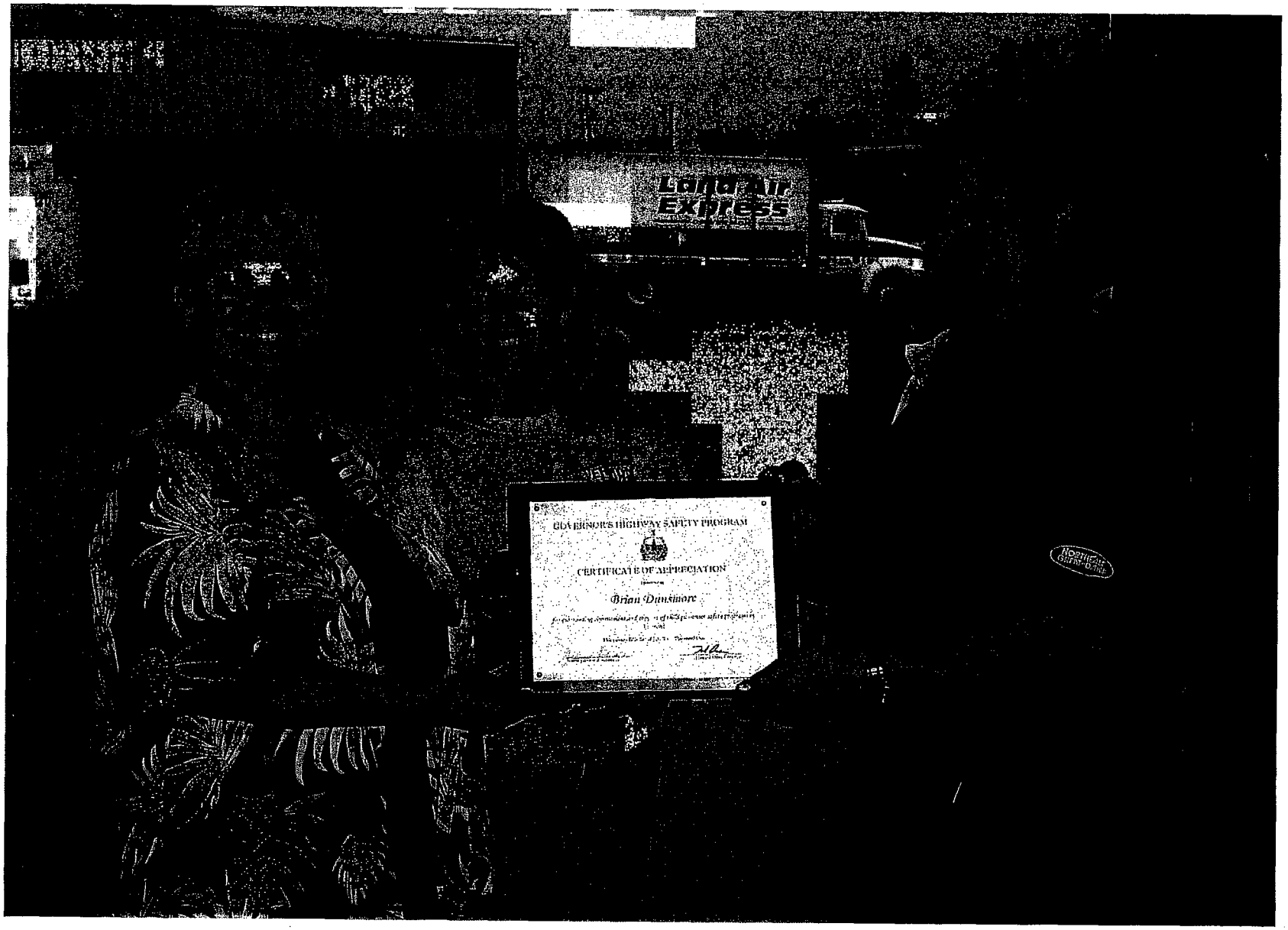
## Objectives

- ✓ Provide occupant protection training to law enforcement officers, fire fighters, and rescue squads
- ✓ Increase knowledge and promotion of occupant restraint use issues in doctors' offices, hospitals, birthing centers, schools, and child care centers

- ✓ Encourage medical professionals to promote occupant restraint use during routine medical encounters
- ✓ Support initiatives that increase safety belt use proven to be the most effective and least expensive way to increase use
- ✓ Continue Click It or Ticket campaigns, proven to ratchet up safety belt use in Vermont
- ✓ Help Vermont parents to correctly use child safety seats and restraints every time children are transported
- ✓ Increase the number of permanent fitting stations
- ✓ Increase the knowledge of CPS best practices to day care providers, school officials and health care personnel

## Supporting Activities

Annual Safety Belt Use Survey
Child Passenger Safety Classes
Child Passenger Safety Specialist
Community Traffic Safety Program
Rollover Demonstration and Education Program
Countywide Safe Highways Accident Reduction Program (SHARP)
Department of Education Youth Programs
Elementary Education Presentations
Emergency Medical Services Programs
Emergency Nurses CARE
Fitting Stations
GHSP Safety Seat Inspections
Lifesavers Event
Law Enforcement Liaisons
Public Information Officer
Public Information and Education Material
Soccer Boy Educational Campaign
Technician Training
Tot-Seat Hotline
Vermont Law Enforcement Challenge
Vermont State Police Programs




**Brian Dunsmore from Land Air Express accepting an award from GHSP for all his hard work regarding child passenger safety**

# EMERGENCY MEDICAL SERVICES

**Problem Identification**

Emergency medical teams in Vermont respond to nearly all highway crashes. The Vermont emergency medical response system is a mixture of private (commercial), volunteer and municipal teams. There is not a statewide database to track squad response activity. Establishing and maintaining a statewide Emergency Medical Service (EMS) management database would, for the first time, allow the Vermont EMS office to assess the readiness, use and performance of EMS teams and individual team members.

**Problem Statement**

To properly assess the training, readiness and performance of the Vermont emergency medical technicians and system, the Department of Heath, Office of Emergency Medical Services, needs information. Currently, no statewide information system is in place to track individual training or incident response activity. Establishing and maintaining a statewide EMS management database continues to be the biggest challenge facing the Department of Health EMS office.

**Goals**

Short Range

- ✓ Establish and implement a statewide EMS database that collects data from 70% of Vermont's EMS squads by 2009 (2004 = 0%)

Long Range

- ✓ Identify relevant quality indicators by 2010

**Objectives**

- ✓ Identify elements needed to manage the statewide EMS system
- ✓ Work to obtain buy-in from individual EMS squads to support a statewide EMS database

**Supporting Activities**

Establishment of an EMS reporting system
Annual Emergency Medical Services Training Conference
Emergency Medical Services Training to Support National Curriculum
Lifesavers Event

# TRAFFIC RECORDS

## Problem Identification

The backbone of problem identification and evaluation of traffic problems is a traffic records system. The current state of traffic records in Vermont is inadequate to support an aggressive, data-driven problem identification project, but efforts to improve the system are underway.

Vermont's Agencies of Transportation and Public Safety are working to implement web-based crash reporting. We expect the work to continue to eliminate multiple entry points and to make data available on a timelier basis.

Also underway is the GPS crash location project. AOT has purchased equipment and is training officers across Vermont in the use of GPS data collection and reporting. Full implementation will improve crash location information and allow for better problem identification.

## Problem Statement

Vermont crash data is not available for up to eight months after the end of each calendar year. Even then, the data is incomplete because it only contains complete reports of the most severe crashes. The accuracy and reliability of our data analysis and problem identification suffers from this delay and absence of total information for all crashes.

## Goals

Short Range

- ✓ Increase the percent of crashes for which a police report is submitted to 90% by 2009 (2003 = 79%)

Long Range

- ✓ Increase the percent of crashes for which a police report is submitted to 100% by 2014

## Objectives

- ✓ Improve the quality, quantity, accuracy and timeliness of crash reports
- ✓ Incorporate new technologies into the traffic records system to the greatest extent possible to make reporting less burdensome
- ✓ Coordinate and manage the traffic records on a system-wide and statewide basis
- ✓ Provide appropriate data access to all users of the traffic records system, including the public
- ✓ Form an effective, efficient and cooperative analytical network among the highway safety community

## Supporting Activities

Support an active Traffic Records Committee
Maintain a traffic data analysis capability
Publish The Vermont Crash Data Resource Book
Lifesavers Event
Law Enforcement Liaisons

# SPEED

## Problem Identification

Vermont recently held a "fatality" summit, hosted by the Commissioner of the Department of Public Safety, because highway deaths are up more than 50 percent in 2006 compared to the previous three years. Speed was identified as the cause of a majority of our fatal crashes, and law enforcement agencies were asked to have a reduced tolerance for speeding infractions. While agencies agreed to do so, it was also noted that it will be difficult to step up enforcement efforts in light of the shortfalls affecting almost every agency. Most agencies and barracks in Vermont have low staffing levels to start, and if only two or three officers are on shift, they must respond to calls rather than focusing on traffic safety efforts. In light of our current crisis however, officials pledged to do as much as possible to redirect resources in an effort to slow drivers down and save lives.

## Problem Statement

Speed is an ever-present factor in crashes. Lower speeds will reap fewer crashes and less severe crashes. Roads and highways are posted for safe speeds, but drivers often consider speed postings little more than guides.

## Goals

Short Range

- ✓ Reduce the proportion of crashes with speed as the cause to 18% by 2010 (2003 = 20%)

Long Range

- ✓ Reduce the proportion of crashes with speed as the cause to 15% by 2015

## Objectives

- ✓ Increase compliance with posted speed limits
- ✓ Reduce the incidence of speeding in the 18-24 age group
- ✓ Increase the awareness of the consequences of speeding
- ✓ Increase the perception and reality of apprehension

## Supporting Activities

Community Traffic Safety Program
Countywide Safe Highways Accident Reduction Program (SHARP)
Department of Education Youth Programs
Enforcement video cameras
Lifesavers Event
Law Enforcement Liaisons
Public Information Officer
Speed Measuring Equipment
Speed Monitoring and Recording Trailer (SMART) Karts (22)
Vermont Network of Employer Traffic Safety (VNETS)

# YOUTH

## Problem Identification

Statistics are in for the first years of drivers to go through the Graduated Driver's License program and the news is good. Crash rates for 16-year olds dropped 90 percent. Yet young drivers continue to be the highest risk drivers on the road. Drivers 16 to 24 are consistently over-represented in the crash population. Drivers aged 16 through 20 are involved in crashes at more than twice the expected level when compared to the driving population. As drivers age, crash rates decline. After age 35, all age groups are below what would be expected for crash incidences.

## Problem Statement

Young drivers are inexperienced, less likely to use safety belts, more likely to speed, and take more chances and are more likely to drive under the influence of alcohol. Changing any of these behaviors will help reduce crashes and save young lives.

## Goals

Short Range

- ✓ Increase safety belt use to 85% for 15 through 20 year olds in fatal crashes by 2009 (four year average 2002-2006 is 57%)
- ✓ Decrease alcohol-involved crash deaths for 15 through 20 year olds to 30% (four year average 2002-04 = 41%)

Long Range

- ✓ Increase safety belt use to 90% for 15 through 20 year olds in fatal crashes by 2014
- ✓ Decrease alcohol-involved crash deaths for 15 through 20 year olds to 20% of crashes by 2014

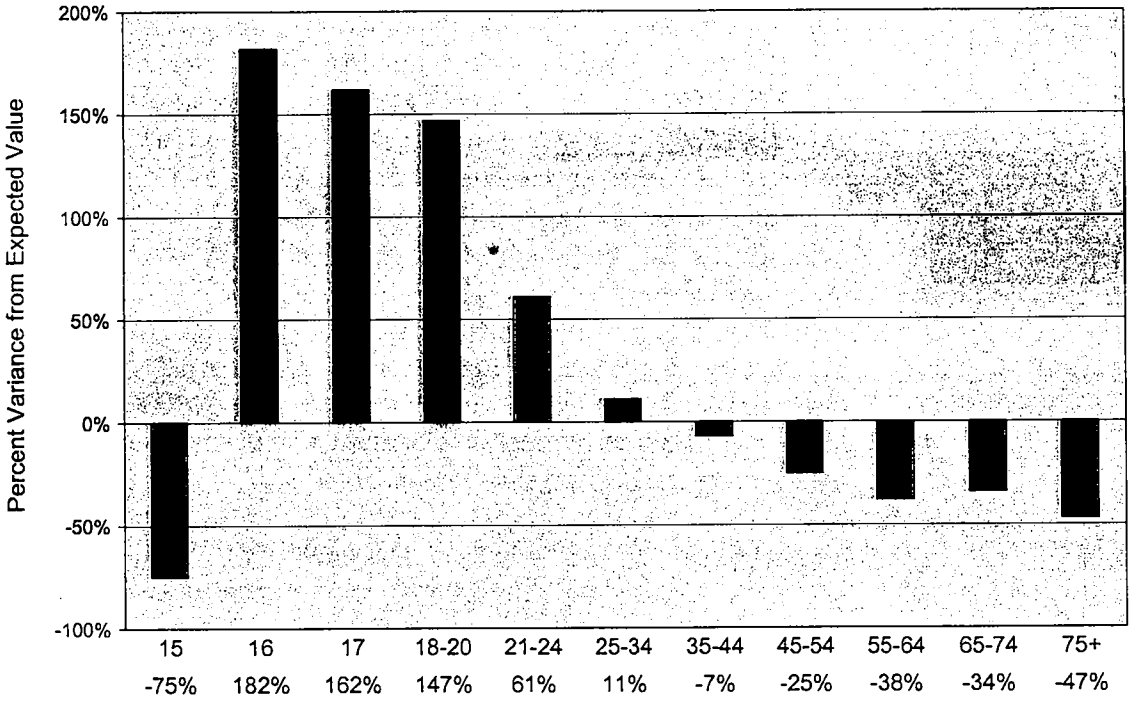
## Objectives

- ✓ Support legislation to improve Graduated Licensing Program
- ✓ Train law enforcement officers in the benefit of enforcing traffic safety violations and alcohol zero tolerance laws
- ✓ Increase the number of high schools participating in the Vermont Teen Leadership Safety Program
- ✓ Require the use of the new Teen Alcohol Safety Program database, enabling law enforcement to better enforce underage drinking laws.

## Supporting Activities

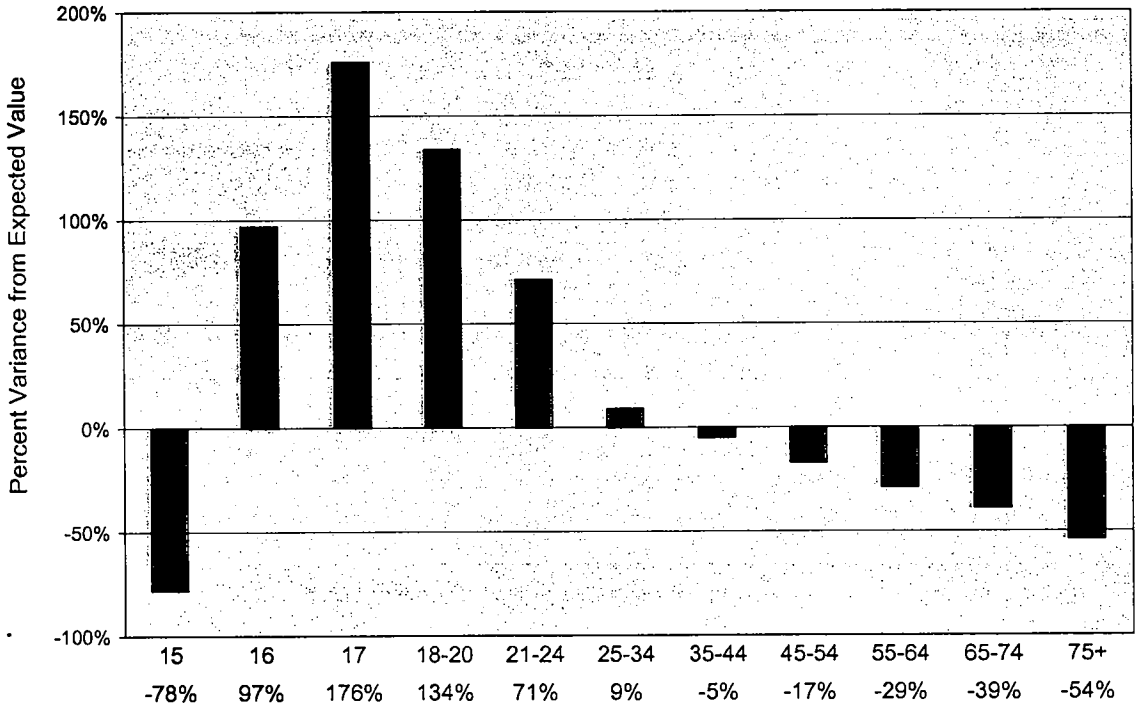
Department of Education Youth Programs Coordinator
Emergency Nurses Cancel Alcohol-related Emergencies (ENCARE)
Governor's Youth Leadership Conference
In-School Traffic Safety Shows
Lifesavers Event
Public Information Officer
Skid Monster Pilot
Vermont Teen Leadership Safety Program
Youth Advisory Council

Representation of Operator Age Groups in Crashes
Percent Under/Over Representation, 2001




from Vermont Crash Data Resource Book, 2001 compiled by Vermont Center for Justice Research

Representation of Operator Age Groups in Crashes
Percent Under/Over Representation, 2003




from Vermont Crash Data Resource Book, 2003 compiled by Vermont Center for Justice Research

# PEDESTRIANS AND BICYCLES

The Governor's Highway Safety Program recognizes that this category is a key highway safety issue. However, both staffing and funding to ensure both pedestrians and cyclists remain safe on Vermont roadways reside within the Vermont Agency of Transportation. While we remain committed to helping whenever called upon, responsibility for this area lies with Vermont AOT.

# ROADWAY SAFETY

Funding and authority reside with Vermont Agency of Transportation. Again, the Governor's Highway Safety Program remains committed to working with any agency that needs assistance regarding this topic, but staffing and funding lie within Vermont AOT. It is difficult to set goals and objectives for other agencies, so we have removed this category from our report. However, Section 164 funds are utilized to support the agency's hazard elimination projects, including the work zone campaign

# MOTORCYCLE SAFETY

Responsibility, authority and funding for this category resides in the Department of Motor Vehicles. However, in light of the recent large increases in both injuries and fatalities, GHSP is exploring options to address the problem. We are working on a four-part campaign that would encompass the following:

1. A targeted drinking and riding campaign where we would partner with the Department of Liquor Control to identify establishments that are frequented by motorcyclists for education initiatives.
2. A campaign targeting conspicuity and protective gear, including motorcycle awareness month in May or June.
3. Partner with the Department of Motor Vehicles and law enforcement to modernize our helmet laws and to work on enforcement of existing laws, including identifying fake or novelty helmets.
4. A campaign of an ongoing nature to educate the motoring public on motorcycle awareness. The majority of motorcycle fatalities are caused by motorists turning into the path of an oncoming motorcycle.

## PROGRAM AREAS

| | Total | Alcohol (AL) | OccProt (OP) | MTC (MC) | EMS (EM) | Ped/Bcy (PS) | Speed (SC) | Records (TR) | Roadway Safety (RS) | Program Admin (PA) | Benefit To Local |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **2007 402 Funds** | | | | | | | | | | | |
| Elementary Education* | $9,000 | $2,000 | $4,000 | | | $2,000 | $1,000 | | | | $9,000 |
| Public Information Program | $44,000 | $12,000 | $12,000 | $5,000 | | | $12,000 | | $3,000 | | |
| Workplace Traffic Safety* | $60,000 | $20,000 | $20,000 | | | | $20,000 | | | | $30,000 |
| VT Teen Leadership Safety Program* | $43,500 | $13,000 | $13,500 | | | $5,000 | $12,000 | | | | $43,500 |
| Department of Ed Youth Program* | $150,000 | $50,000 | $50,000 | | | | $50,000 | | | | $80,000 |
| Grant Program Management | $107,000 | $30,000 | $30,000 | | | $17,000 | $30,000 | | | | |
| Child Passenger Safety | $107,850 | | $107,850 | | | | | | | | $107,850 |
| CPS Progam Management | $107,000 | | $107,000 | | | | | | | | |
| Enhanced Traffic Enforcement Grants** | $250,000 | | $100,000 | | | | $150,000 | | | | $250,000 |
| State Law Enforcement Liaison** | $80,000 | $30,000 | $30,000 | | | | $20,000 | | | | |
| GHSP PT grant management** | $106,000 | $35,000 | $35,000 | | | | $36,000 | | | | |
| VCJR Crash Data Book | $35,000 | | | | | | | $35,000 | | | |
| Allocation Total | $1,099,350 | $192,000 | $509,350 | $5,000 | $0 | $24,000 | $331,000 | $35,000 | $3,000 | $0 | $520,350 |
| **2006 Rollover 402 (Estimate)** | | | | | | | | | | | |
| Enhanced Traffic Enforcement Grants** | $200,000 | | $100,000 | | | | $100,000 | | | | $200,000 |
| CIOT Task Force | $200,000 | | $200,000 | | | | | | | | $200,000 |
| VLEC** | $40,000 | $15,000 | $15,000 | | | | $10,000 | | | | $15,000 |
| Mobilization Rewards | $23,000 | | $23,000 | | | | | | | | $23,000 |
| VTLSP Replacement Van* | $15,000 | $7,500 | $7,500 | | | | | | | | $15,000 |
| DOE Youth Program* | $44,000 | $15,000 | $15,000 | | | | $14,000 | | | | $44,000 |
| State/Regional Safety Conference** | $18,000 | $7,000 | $7,000 | | | | $4,000 | | | | $8,000 |
| Lifesaver Award Program | $3,500 | $1,000 | $1,500 | | | | $1,000 | | | | $3,500 |
| Promotions & Partnerships | $15,000 | | $15,000 | | | | | | | | |
| EMS Annual Training Conference | $8,000 | | | | $8,000 | | | | | | $8,000 |
| CPS Statewide Program | $67,000 | | $67,000 | | | | | | | | $67,000 |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Travel and Training | $10,000 | $3,000 | $3,000 | $1,000 | | | $3,000 | | | | |
| Single Audit | $5,000 | | | | | | | | | $5,000 | |
| Rollover Total (Estimate) | $648,500 | $48,500 | $454,000 | $1,000 | $8,000 | $0 | $132,000 | $0 | $0 | $5,000 | $583,500 |
| **Annual 402 Program** | | | | | | | | | | | |
| 402 Estimated Programs Total | $1,747,850 | $240,500 | $963,350 | $6,000 | $8,000 | $24,000 | $463,000 | $35,000 | $3,000 | $5,000 | $1,103,850 |

* CP Community Traffic Safety Project ** PT Police Traffic Services

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **SAFETEA** | | | | | | | | | | | |
| 164 DUI Sanctions | $8,385,000 | | | | | | | | | | |
| 405A OP Grants | $49,000 | | | | | | | $85,000 | $8,300,000 | | |
| 410 Alcohol Funds | $170,900 | $170,900 | $49,000 | | | | | | | | |
| 411 Data Improvement | $75,000 | | | | | | | | | | |
| 157 Incentive | $13,700 | | | | | | | $75,000 | | | |
| **SAFETEA Total** | $8,693,600 | $170,900 | $13,700 | | | | | | | | |
| | | | $49,000 | $0 | $0 | $0 | $0 | $160,000 | $8,300,000 | $0 | $0 |
| **SAFETEA LU** | | | | | | | | | | | |
| 164 DUI Penalty | $2,101,993 | | | | | | | | | | |
| 405 Occupant Protection Incentive | $170,000 | | | | | | | | $2,101,993 | | |
| 408 Traffic Records Improvements | $850,000 | | $170,000 | | | | | | | | |
| 410 Impairment Countermeasures | $600,000 | $600,000 | | | | | | $850,000 | | | |
| 2010 Motorcycle Safety | $100,000 | | | | | | | | | | |
| 2011 CPS Incentives | $40,000 | | | $100,000 | | | | | | | |
| SAFETEA LU Total | $3,861,993 | $600,000 | $40,000 | | | | | | | | |
| | | | $210,000 | $100,000 | $0 | $0 | $0 | $850,000 | $2,101,993 | $0 | $0 |
| **FEDERAL FUNDS TOTALS** | **$14,303,443** | **$1,011,400** | | | | | | | | | |
| | | | **$1,222,350** | **$106,000** | **$8,000** | **$24,000** | **$463,000** | **$1,045,000** | **$10,404,993** | **$5,000** | **$1,103,850** |
| **Vermont Special Fund** | | | | | | | | | | | |
| Act 117 Local Enforcement Fund | $450,000 | $450,000 | | | | | | | | | |
| | | | | | | | | | | | |

# Vermont's Planned Highway Safety Activities for 2007

We have dubbed our efforts the "five E's," for enforcement, education, evaluation, emergency medical services and engineering. We are attempting, through the comprehensive traffic safety plan, to tie our efforts in with the agency of transportation to develop the most thorough efforts at improving highway safety, thereby saving lives and reducing injuries and crashes.

## 2007 ENFORCEMENT PROGRAMS (Proposed)

Vermont plans a significant investment in law enforcement management, support, coordination and targeted enforcement.

## DIRECT ENFORCMENT

$450,000 SHARP Grants
$450,000 ACT 117 State DUI Grants
$200,000 CIOT Mobilization Task Force
$200,000 Alcohol Mobilization Task Force
$200,000 Speed/Aggressive Driving Mobilization Task Force
$360,000 Stop Teen Alcohol Risk Teams (START)

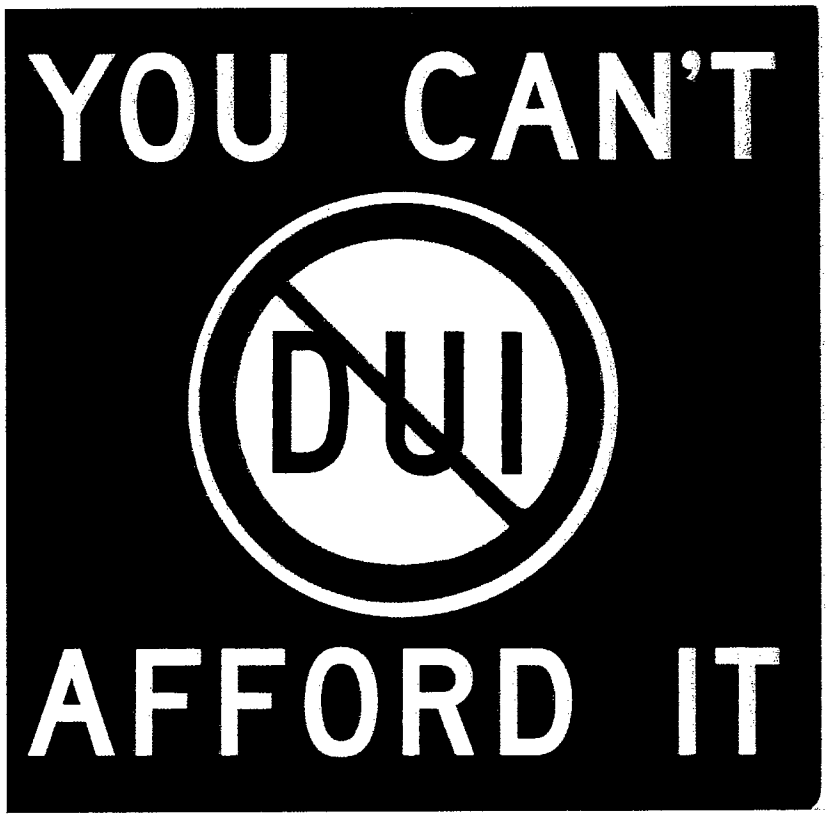
Vermont State Police, County Sheriffs, Municipal Police, Department of Motor Vehicles and Constables active in traffic enforcement will participate in 402 and State-funded DUI **Enforcement Enhancement Grants**. In order to qualify, agencies analyze local crash data to identify problem locations and times, and organize countermeasures that are often cooperative with other area agencies, thereby increasing visibility of our campaigns. The grants are guided by policy created by a working group of local, county and state police officials and highway safety program representatives.

County-based **SHARP** teams include representatives from law enforcement agencies ranging from state police to constables. Some teams include persons from other interested groups such as DMV Commercial Vehicle Enforcement, Department of Liquor Control, Department of Fish and Wildlife, State's Attorney's Office, and members of the media and press. SHARP teams maintain a high visibility profile and make as many stops/contacts as possible. Team members actively and aggressively enforce all motor vehicle, highway safety, and other criminal and civil laws, as appropriate. SHARP participants receive training in safety belt use, child passenger safety, alcohol enforcement and detection, speed enforcement, commercial vehicle laws, and traffic violation prosecution. SHARP teams conduct education and special enforcement patrols, including highway safety/sobriety checkpoint operations. Activities will be according to an approved deployment schedule submitted to and accepted by GHSP.

Our **DUI** grants have been changed to more effectively target areas and times of known DUI activity. For example, weekend nights in ski resort areas, Super Bowl Sunday, and the start of college terms. Grant applications must specify when extra officers will be used, and data must support such applications. In addition, we are requiring extra patrols dedicated to the national campaign pushes, or dictating specific times when some funding must be used to support country-wide efforts.

**Three mobilizations** are planned for 2007, one each for safety belts, impaired driving and speed/aggressive driving. If sufficient funds are available, each campaign will be backed by paid and earned media. The mobilizations will be planned and implemented as we have done so in the past two years, utilizing a task force of highly motivated officers, coupled with intensive education and media to create a very high visibility campaign.

**Stop Teen Alcohol Risks Teams (START)** is a program managed by the Vermont Department of Health. It was started by the Vermont League of Cities and Towns as a direct result of alcohol-related teen deaths in Vermont. The League organized a training event for all interested Vermont police officers. The training focused on the community-school-police partnership in Arizona that is combating teen drinking. Vermont police officers established coalitions roughly based on county lines to address the teen drinking problem. The coalitions of officers, from various local agencies, band together to interrupt teens at drinking events. The officers confiscate alcohol, cite underage drinkers and, whenever possible, identify the source of alcoholic beverages. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) continues to provide overtime funding for response to reported underage drinking events. GHSP supports this program in any manner possible, knowing it gets underage drinkers off our roadways.



# ENFORCEMENT SUPPORT

| | |
|---|---|
| $85,000 | Coordinator of Alcohol Traffic Safety Programs |
| $80,000 | State Law Enforcement Liaison |
| $75,000 | Vermont Association of Chief's of Police Law Enforcement Liaison |
| $75,000 | Vermont Sheriff's Association Law Enforcement Liaison |
| $75,000 | Traffic Safety Resource Attorney |
| $70,000 | Police Equipment Mobilization Rewards |
| $61,500 | Drug Recognition Expert Program Support |
| $45,000 | Liquor Control Enforcement and Outreach Vehicle |
| $40,000 | Vermont Law Enforcement Challenge Awards Program |
| $22,500 | Court-Ordered Sign In Program |
| $18,000 | State and Regional Traffic Safety Conferences |
| | DUI Equipment Support Program |

The legislatively established **Coordinator of Alcohol Traffic Safety Programs** monitors and coordinates all state and participating county and municipal programs that deal with alcohol traffic safety activities, including prevention, education, enforcement, adjudication and rehabilitation. The Coordinator, in consultation with all involved state and local agencies, develops a cooperative, comprehensive plan to reduce the incidence of drinking and driving in Vermont, study alcohol traffic problems, collect data for general and specialized use, and recommend law or rule changes to alcohol-use policy.

GHSP makes every effort to ensure enforcement dollars are spent for the greatest benefit. Therefore we have created a small network of highly-qualified and well respected **law enforcement liaisons**. Each liaison has been assigned areas of responsibility to support local law enforcement by providing advice, data, communication and coordination among multiple agencies. In addition, the liaisons work to find ways to promote vigorous, effective and sustained enforcement of traffic laws on an ongoing basis. The LEL's advise GHSP what resources enforcement agencies need to be proactive along with helping said agencies get the most out of GHSP programs. The LEL's will also provide training on traffic safety programs to any agency participating in our programs.

The **Traffic Safety Resource Attorney** supports the efforts of all enforcement officers, including State's Attorneys, by providing legal support, training and advice, policy and procedure guidance and community education. Located in the Office of State's Attorneys, the Resource Attorney supports efforts to remove and sanction drivers arrested for driving after drinking. The Resource Attorney also provides legal support on appeals with statewide or constitutional impact or in areas where local prosecutors have limited experience. The Resource Attorney works with various agencies to improve DUI laws and their applications and the Department of Health to maintain acceptability of the Datamaster Infrared breath testing equipment.

**Police Equipment Rewards** were a highly effective method of encouraging participation in mobilizations. Department heads must justify to governing bodys' reasons for cruisers to leave normal patrol areas, and equipment that did not affect town coiffeurs was a strong incentive. Rewards were funded under TEA-21 section 163, a program that has ended. We are hoping to reinstitute awards at some point in the near future.

The **Drug Recognition Expert Program** is supported by GHSP, which provides funding for training of additional officers, the annual conference and ensuring that DRE tests are not discarded because of a lack of resources to pay for testing.

The **Department of Liquor Control** has been using a GHSP van as a command post, DUI processing center and educational display for several years. DLC appears at large public gatherings, county field days, festivals and sporting events where illegal alcohol activity can be expected. DLC has paid for most of the expenses of the van, but systems are beginning to fail. If funding is available, a smaller replacement unit will be purchased.

To encourage all departments to focus on traffic safety enforcement and education, and to maintain appropriate policies, training and procedures, the **Vermont Law Enforcement Challenge** was created. Modeled on the IACP program, all Vermont entries are scored in Vermont to qualify for local prizes and then sent on to the national competition to be judged again by national standards. This provides departments two opportunities to achieve recognition and to be awarded equipment supporting traffic enforcement efforts.

**Court-Ordered Sign In Programs** have been very successful in bringing accountability and predictability to court orders for alcohol offenders to sign-in daily for breath testing. We began the program as a pilot with state DUI funds. While it has proven its value, the growing success of the program threatens to tie up funding that could be spent on enforcement issues. Therefore a small portion of 410 funds has been set aside to wean the program from State funds and give those agencies currently participating time to find another funding source. This will be the last year of funding from GHSP

Vermont held its first Traffic Safety Summit last year, designed for enforcement and highway safety officials to learn from professionals around the country. GHSP intends to plan further **Law Enforcement Conferences** to continue learning, planning and networking opportunities on both a regional and statewide basis.

We have purchased four Mobile Breath Alcohol Testing Vehicles (BAT-Mobiles), and are working with the Department of Health on replacing Datamasters as part of our **DUI Equipment Support Program**. These BAT-Mobiles provide a means for law enforcement officers to conduct on-site, evidentiary tests of suspected impaired drivers. The capability to do on-site testing will encourage sobriety checkpoints, alcohol enforcement at events where alcohol is present and give enforcement agencies capability to process suspects at remote locations (i.e. at farm keg parties or informal camp sites). These roaming "billboards" contribute to high visibility enforcement. The new Datamasters will require training and support as they are brought into the system.

# EDUCATION

$200,000 Child Passenger Safety Program
$200,000 MADD Startup
$194,000 Youth Alcohol and Traffic Safety Program
$100,000 Motorcycle Safety Program
$60,000 Workplace Safety Program
$43,500 Vermont Teen Leadership Safety Program
$20,000 Community Traffic Safety Program
$12,000 Emergency Nurses CARE (ENCARE)
$8,000 Elementary Education Traffic Safety Presentation

The **Child Passenger Safety Program** is managed within GHSP. A statewide network of technicians, clinics, permanent fitting stations and weekly inspections is supported with data collection, supplies, training and public education.

Vermont would benefit from a statewide **MADD** organization. However, previous efforts have not had long-term success. If sufficient funds are available, GHSP would give a professional organizer the opportunity to lay the groundwork for a strong MADD program that would become self-sufficient in rapid order.

The Vermont Department of Education supports a **Youth Alcohol and Traffic Safety Program** through a grant from GHSP. This statewide program uses teens for peer education and training, along with activities related to traffic safety, such as promoting safety belt use and responsible driver and passenger decisions.

With the rise of motorcycle fatalities over recent years, GHSP will work to complement the rider education activities of the Department of Motor Vehicles through a **Motorcycle Safety Program**. We plan to work with a variety of partners to bring public education and enforcement support to current training activities available in Vermont.

Previously called VNETS and housed at the Chamber of Commerce, the **Workplace Safety Program** has moved to the Department of Labor. This will enable the coordinator to work cooperatively within state government with occupational safety and health issues related to traffic safety issues such as occupant protection.

The **Vermont Teen Leadership Safety Program** is a teen-led program exhibiting leadership and promoting positive role models in High Schools. Teens provide cross-age peer training for elementary and middle schools. The annual Governor's Youth Leadership Conference is planned and executed by these students.

VTLSP
VERMONT TEEN LEADERSHIP SAFETY PROGRAM

Vermont has only one remaining **Community Traffic Safety Program**. However, it is located in the Northeast Kingdom, one of the areas of the state in most need of traffic safety services. We are still looking to expand this program.

**ENCARE** is emergency room nurses that volunteer to promote traffic safety, including overseeing the THINK program, where road signs are placed at the site of alcohol-related fatal crashes. GHSP supports these nurses through a small grant to help with presentations and education material.


It is always a goal of GHSP to start traffic safety messages as early as possible so safe habits are developed in childhood. GHSP supports a retired trooper who presents such messages through his **Elementary Education Traffic Safety Presentations.**

# EDUCATION SUPPORT

$450,000 Paid Media Campaigns
$80,000 Public Information Program/Officer
$35,000 Promotional Partnerships
$3,500 Lifesaver Recognition Awards
Rollover Convincer Demonstration and Education Program
Skid Monster Program

To the extent funding is available, **Paid Media** will be utilized to support earned media and PSA material during all of our major campaigns. Messages will be targeted to appropriate regions and audiences based on surveys and crash data analysis.

We are completely revamping our **Public Information Program**, bringing in a new Public Information Officer, who will be starting a newsletter, giving our web site a new look and producing education materials that will be useful to our partners. We will continue to produce and air top commercial spots promoting highway safety messages, work in partnership with law enforcement agencies to get local press coverage of our issues, and produce powerpoint presentations that can be used in local venues, such as school organizations and Rotary Clubs, that will spread the safety mantra of always buckling up, don't drink and drive and drive safely.

The annual **Lifesaver "Highway Hero" Awards** provides an opportunity to thank the many partners of GHSP, who support our initiatives throughout the year. Many of our supporters work behind the scenes and this is a chance to point out all the good work that gets accomplished.

GHSP recognizes the value of "partnerships." Therefore over the past several years we have engaged in **Promotional Partnerships** with professional sports venues throughout the state. For example, we are the lead sponsor of the Vermont Voltage, a professional soccer team located in Franklin County. This area of the state has one of the worst safety belt rates in Vermont. By promoting the Voltage, the team promotes safety belt use by wearing the Click It or Ticket logo on their jerseys, and announcing safety belt messages at every home game. The team also has youth soccer camps and promotes child passenger issues at every camp. We have garnered national attention on both MTV and ESPN with this partnership.

The **RollOver Convincer** is a device that demonstrates the difference in a rollover crash between belted and unbelted occupant dummies. The unbelted dummies are thrown out of the convincer, whereas the belted dummies are kept safe and secure within the convincer. The device is being used with great success all over the state to promote safety belt use. It is housed, transported and maintained by the Vermont Sheriff's Association.

Young drivers do not get the feeling of being out of control in a vehicle until the situation may put their life in jeopardy. The **Skid Monster Progam** allows a vehicle to demonstrate the feel and consequence of losing control at low speeds. By allowing the loss of control to occur in a controlled environment, young drivers can learn the correct way to recover and avoid crashes as a result of loss of control. The equipment was purchased with 402 funds, but the program continues at local expense.

# EVALUATION

| | |
|---|---|
| $300,000 | Traffic Records Data Improvement Proj |
| $45,000 | Traffic Records Assessment |
| $75,000 | Crash Record Data Analyst |
| $35,000 | Crash Data Report |
| $26,000 | Safety Belt Observational Surveys |
| $24,000 | Telephone Surveys |
| $20,000 | Child Passenger Safety Restraint Use Survey |
| $1,500 | Department of Health Risk Behavior Survey |

GHSP utilizes a variety of tools to evaluate the success of programs and movement toward our goals. We know that data **must** drive our programs and dictate where we expand our resources.

In order to continue the effort to upgrade crash records, a **Traffic Records Assessment** will be undertaken in order to qualify for **Traffic Records Improvement Funds**. A Traffic Records Coordinating Committee has been work for years toward implementing the state's traffic records improvement plan, and consistent, full funding will help us make progress.

A **Crash Data Analyst** will research serious and fatal crashes to provide "fresh" data to allow enforcement to respond tactically to crash trends. While trends for fatal crashes are usually current, other crash data can lag years behind, not allowing enforcement to target said areas with additional officers at appropriate times. At a recent gathering of law enforcement representatives of all types from all over the state, current crash data and analysis and reporting of current problems was requested on a monthly basis so a primary responsibility will be reporting trends to all agencies on at least a monthly basis.

The **Crash Data Report** is an annual compilation of traffic data that allows assessment of progress over time and is used to help guide decisions on expenditure of funds.

**Telephone Surveys** and **NHTSA-sanctioned Observational Surveys** will be utilized to evaluate the effectiveness of the safety belt mobilization. We are also considering doing a **Child Restraint Use Survey** to evaluate the prevalence of child restraints at different ages.

The Department of Health administers a **Behavioral Risk Survey**, and requests a contribution toward costs when questions regarding impaired driving or other highway safety topics are included.

# EMERGENCY MEDICAL SERVICES

## $8,000 EMS Conference Support

GHSP contributes funding to the **Emergency Medical Services Training Conference**. Funding is used to bring in speakers on highway safety issues, which helps keep down the cost of training for local EMS technicians.

# ENGINEERING

Section 164 funds are used for Hazard Elimination projects, which include risk reduction activities applied to the High Accident Location list, and activities to reduce crashes such as work zone education and enforcement. In addition Strategic Highway Safety Planning initiatives include five behavioral issues (safety belts, impaired, distracted and fatigued driving and aggressive driving) and two engineering issues (run-off road crashes and intersection crashes). However, almost all of these efforts to reduce crashes will have an engineering component, and Agency of Transportation Engineers are being very supportive and cooperative, working closely with behavioral specialists to seek solutions and reduce crashes.

# STATE CERTIFICATIONS AND ASSURANCES

Failure to comply with applicable Federal statutes, regulations and directives may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR §18.12.

Each fiscal year the State will sign these Certifications and Assurances that the State complies with all applicable Federal statutes, regulations, and directives in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but not limited to, the following:

- 23 U.S.C. Chapter 4 - Highway Safety Act of 1966, as amended;
- 49 CFR Part 18 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 49 CFR Part 19 - Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations
- 23 CFR Chapter II - (§§1200, 1205, 1206, 1250, 1251, & 1252) Regulations governing highway safety programs
- NHTSA Order 462-6C - Matching Rates for State and Community Highway Safety Programs
- Highway Safety Grant Funding Policy for Field-Administered Grants

## Certifications and Assurances

The Governor is responsible for the administration of the State highway safety program through a State highway safety agency which has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program (23 USC 402(b) (1) (A));

The political subdivisions of this State are authorized, as part of the State highway safety program, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation (23 USC 402(b) (1) (B));

At least 40 per cent of all Federal funds apportioned to this State under 23 USC 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs (23 USC 402(b) (1) (C)), unless this requirement is waived in writing;

The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including:

- National law enforcement mobilizations,
- Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits,
- An annual statewide safety belt use survey in accordance with criteria established by the Secretary for the measurement of State safety belt use rates to ensure that the measurements are accurate and representative,
- Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources.

The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.

This State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks (23 USC 402(b) (1) (D));

Cash drawdowns will be initiated only when actually needed for disbursement, cash disbursements and balances will be reported in a timely manner as required by NHTSA, and the same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations (49 CFR 18.20, 18.21, and 18.41). Failure to adhere to these provisions may result in the termination of drawdown privileges);

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs);

Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CFR 1200.21);

The State will comply with all applicable State procurement procedures and will maintain a financial management system that complies with the minimum requirements of 49 CFR 18.20;

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of

1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

**The Drug-free Workplace Act of 1988(49 CFR Part 29 Sub-part F):**

The State will provide a drug-free workplace by:

k. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

l. Establishing a drug-free awareness program to inform employees about:

    1. The dangers of drug abuse in the workplace.

    2. The grantee's policy of maintaining a drug-free workplace.

    3. Any available drug counseling, rehabilitation, and employee assistance programs.

    4. The penalties that may be imposed upon employees for drug violations occurring in the workplace.

m. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).

n. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --

    1. Abide by the terms of the statement.

    2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

o. Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction.

p. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted -

   1. Taking appropriate personnel action against such an employee, up to and including termination.

   2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

q. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f) above.

## BUY AMERICA ACT

The State will comply with the provisions of the Buy America Act (23 USC 101 Note) which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

## POLITICAL ACTIVITY (HATCH ACT).

The State will comply with the provisions of 5 U.S.C. §§ 1501-1508 and implementing regulations of 5 CFR Part 151, concerning "Political Activity of State or Local Offices, or Employees".

## CERTIFICATION REGARDING FEDERAL LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

18. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

19. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

20. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

## RESTRICTION ON STATE LOBBYING

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

## CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

### Instructions for Primary Certification

21. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

22. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

23. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant

knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

24. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

25. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

26. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

27. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification , in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

28. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.

29. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

30. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the

Federal Government, the department or agency may terminate this transaction for cause or default.

*Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions*

(1) The prospective primary participant certifies to the best of its knowledge and belief, that its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

31. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

32. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower

tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

34. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

35. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

36. The prospective lower tier participant further agrees by submitting this proposal that is it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)

37. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

38. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

39. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

*Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:*

40. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

41. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

## ENVIRONMENTAL IMPACT

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year 2007 highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan will be modified in such a manner that a project would be instituted that could affect environmental quality to the extent that a review and statement would be necessary, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 USC 4321 et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

August 31, 2006

Commissioner Kerry Sleeper
Governor's Highway Safety Representative

U. S. Department of Transportation | National Highway Traffic Safety Administration | Federal Highway Administration

# 2007 HIGHWAY SAFETY PROGRAM COST SUMMARY

State: VERMONT Number: Preliminary Date: August 1, 2006

| PROGRAM AREA | APPROVED PROGRAM COSTS | BASIS FOR % CHANGE | STATE/LOCAL FUNDS | FEDERALLY FUNDED PROGRAMS PREVIOUS BALANCE | INCREASE/DECREASE | % CHANGE | CURRENT BALANCE | FEDERAL SHARE TO LOCAL |
|---|---|---|---|---|---|---|---|---|
| **402** | | | | | | | | |
| CP | 321,500.00 | | | 0.00 | 321,500.00 | | 321,500.00 | 221,500.00 |
| PT | 694,000.00 | | | 0.00 | 694,000.00 | | 694,000.00 | 473,000.00 |
| AL | 46,000.00 | | | 0.00 | 46,000.00 | | 46,000.00 | 1,000.00 |
| EM | 8,000.00 | | | 0.00 | 8,000.00 | | 8,000.00 | 8,000.00 |
| MC | 6,000.00 | | | 0.00 | 6,000.00 | | 6,000.00 | |
| OP | 566,350.00 | | | 0.00 | 566,350.00 | | 566,350.00 | 399,350.00 |
| PA | 5,000.00 | | | 0.00 | 5,000.00 | | 5,000.00 | |
| PS | 17,000.00 | | | 0.00 | 17,000.00 | | 17,000.00 | |
| RS | 3,000.00 | | | 0.00 | 3,000.00 | | 3,000.00 | |
| SC | 46,000.00 | | | 0.00 | 46,000.00 | | 46,000.00 | 1,000.00 |
| TR | 35,000.00 | | | 0.00 | 35,000.00 | | 35,000.00 | |
| **402 Total** | 1,747,850.00 | | | | | | | |
| **SAFETEA** | | | | | | | | |
| 164 | 8,385,000.00 | | | 0.00 | 8,385,000.00 | | 8,385,000.00 | |
| J2-02-06(405a) | 49,000.00 | | | 0.00 | 49,000.00 | | 49,000.00 | |
| J8-02-03(410) | 170,900.00 | | | 0.00 | 170,900.00 | | 170,900.00 | |
| J9-02-09(411) | 75,000.00 | | | 0.00 | 75,000.00 | | 75,000.00 | |
| 157OP Incentive | 13,700.00 | | | 0.00 | 13,700.00 | | 13,700.00 | |
| **SAFETEA Total** | 8,693,600.00 | | | | | | | |
| **SAFETEA - LU** | | | | | | | | |
| 164 | 2,101,993.00 | | | 0.00 | 2,101,993.00 | | 2,101,993.00 | |
| 405 | 170,000.00 | | | 0.00 | 170,000.00 | | 170,000.00 | |
| 408 | 850,000.00 | | | 0.00 | 850,000.00 | | 850,000.00 | |
| 410 | 600,000.00 | | | 0.00 | 600,000.00 | | 600,000.00 | |
| 2010 | 100,000.00 | | | 0.00 | 100,000.00 | | 100,000.00 | |
| 2011 | 40,000.00 | | | 0.00 | 40,000.00 | | 40,000.00 | |
| **SAFETEA-LU Total** | 3,861,993.00 | | | | | | | |
| **NHTSA TOTALS** | **14,303,443.00** | **0.00** | **0.00** | **0.00** | **13,233,943.00** | **0.00** | **14,303,443.00** | **1,103,850.00** |

State Official Authorized Signature:

NAME: Kerry Sleeper, Commissioner

TITLE: Governor's Representative

DATE: 8/25/06

NHTSA Official Authorized Signature:

NAME: Philip Wieser

TITLE: Regional Administrator

DATE: _____

# CONTACT INFORMATION

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