

**Drivers Age 24 and Younger Action Team
May 1, 2013 Meeting Notes**

1. Welcome and Introductions

- 22 organizations are participating on the team.
- Our task is to develop and implement a new statewide action plan for drivers age 24 and younger aimed at reducing young driver traffic crashes, injuries, and fatalities.
- A handout and resource package was provided to all that attended. Copies will be made available at the next meeting for those that couldn't make it.
- May 1 meeting participants:

GTSAC Commissioner and Michigan Department of Education, Ken Micklash
Ionia County ISD, Deb Wagner
League of Michigan Bicylists, John Lindenmayer
Meridian Township Police Department, Greg Frenger
Michigan Association of Chiefs of Police, James Carmody
Michigan Association of Secondary School Principals, Todd Burlingham
Michigan Association of Student Councils/Honor Societies, Todd Burlingham
Michigan Center for Truck Safety, Jill Skutar
Michigan Department of State, Carol Reagan
Michigan Department of Transportation, Kim Lariviere
Michigan Driver and Traffic Safety Education Assoc., Christine K. Meddaugh
Michigan Education Association, Rosemary Carey
Michigan Parent Teacher Association, Sandra York
Michigan State Police, Yvonne D. Brantley
Office of Highway Safety Planning, Linda Fech

2. Overview of Michigan's Strategic Highway Safety Plan (SHSP) and Drivers Age 24 and Younger Strategies – (Handout)

- The SHSP was prepared under the direction of the Governor's Traffic Safety Advisory Commission (GTSAC) and approved by Governor Snyder.
- Current Plan is for 2013 to 2016.
- Goals: by 2016 reduce traffic fatalities to 750 and traffic injuries to 4,800.
- Purpose of the SHSP (See page 1):
The purpose of the SHSP is to identify Michigan's key safety needs and guide investment decisions to achieve significant reductions in highway fatalities and serious injuries on all public roads. The SHSP allows all highway safety programs in the state to work together in an effort to align and leverage its resources. It also positions the state and its safety partners to collectively address the state's safety challenges on all public roads.
- Drivers Age 24 and Younger are overrepresented in traffic fatalities (See page 3).
- Drivers Age 24 and Younger – background and strategies (See page 11).

3. Overview of Action Team Roles and Responsibilities

- The SHSP provides an overview of action team responsibilities (See pages 16 and 17).
- Developing and Implementing Action Plans.
 - Recruiting necessary members
 - Researching best practices
 - Seeking input from respective organizations
 - Identifying activities to pursue individually and/or as a group
- Reporting progress towards meeting goals and status of activities to emphasis area chairperson. Our emphasis area is "At-risk Road Users" and Kim Lariviere is the chairperson. Kim will provide reports of our action team's progress at quarterly GTSAC meetings.
- Annual updates to the action plans.
- Technical assistance will be provided to action teams with periodic data analysis.
 - Team needs to identify stats/research needed and make requests as appropriate
- Participation on the team is voluntary.
- All team members are encouraged to review the SHSP.

4. Action Plan Development– (Handout)

- Deadlines: a draft action plan is due June 3 and a final action plan is due September 9.
- A draft action plan was included in handout packet.
- Carol Reagan developed the draft plan using a template that was provided to all action team chairs:
 - Added all pictures
 - Inserted strategies in contents
 - The Disclaimer Statement was tweaked to include action team name
 - Added Introduction statement
- Meeting participants were asked to review pages 1-4 of the draft action plan and submit recommended changes to Carol Reagan.
- Goals (Page 4):
 - Team needs to develop SMART (Specific, Measurable, Achievable, Realistic, and Time-bound) Goals
 - 2009 plan goal was copied and inserted into the draft
 - Goals will be discussed at the next action team meeting on May 23
- Strategies (Pages 5-11)
 - Strategies from the SHSP were inserted along with the outline of what needs to be included for each strategy. Team needs to develop:
 1. Objective for each strategy
 2. Ongoing activities
 3. Short- Mid-, and Long-term activities that include lead agency, contact, and due date
 - A close-out document was prepared for the previous action team plan. Any actions on the close-out document that were either not complete or ongoing have been added to the draft strategies and made note of. The team needs to decide whether to keep them or not. If they are maintained, they need to be formatted appropriately
- Acronyms List (Page 12) needs to be updated as the plan is developed
- Acknowledgements (Page 13) needs to be updated as participants are confirmed

5. Break Into Strategy Groups

- Meeting participants selected a strategy to work on and broke into strategy groups and started discussing and documenting:
 - Objective
 - Ongoing Activities
 - Short-term Activities (1-2 yrs.)
 - Mid-term Activities (3-5 yrs.)
 - Long-term Activities (5+ yrs.)
- There was not a separate group for Strategy 6 (legislation recommendations). Each group was asked to document any that came up and they will be compiled for Strategy 6
- Groups were also asked to make note of:
 - Who was part of your group?
 - Additional action team participants that should be invited?
 - Stats needed?
 - Should your group continue as a subcommittee?
 - What the next steps are for strategy?
- Each group reported out on their progress

6. Next Steps and Meeting Schedule

- Please review draft action plan pages 1-4 and email input to Carol at ReaganC@Michigan.gov
- Strategy note takers need to forward notes to Carol if they did not do so at the meeting.
- Carol will email the new GHSA report on Parent Engagement to team members along with information about the Webinar on same report.
- Next Meeting: May 23, 10 a.m. to noon, MSP Headquarters, Lansing.
- Agenda for next meeting: continue working on strategies and discuss team goal(s).