

# MINNESOTA COMPREHENSIVE HIGHWAY SAFETY PLAN

## 2006 County Grant Requirement

### Community Traffic Safety Meeting Requirements

**Background:** In the grant application for County *Comprehensive Highway Safety Plan (CHSP)* project, the signatory county engineers agreed to host a Community Traffic Safety Meeting prior to the date specified in the application. To comply with this requirement the following meeting guidelines have been developed.

**Requirements:** Each county awarded a CHSP grant must hold a Community Safety Meeting involving safety partners and other community leaders including engineering, law enforcement, education, and emergency responder representatives. The purpose of the meeting is to have a dialog among local safety advocates to explain the CHSP and Towards Zero Death (TZD) goals and objectives. This meeting should give the various partners a chance to share individual efforts to reduce fatalities and look for ways to cooperate in future strategies that will encompass not only engineering strategies but also enforcement, education and emergency services strategies. While the project this grant is funding may be a topic of the safety meeting, there should be time allotted for participants to share their initiatives and time for discussion and questions.

**Chair:** County Engineer

**Invitees:**

- Local and state law enforcement representatives
- Emergency medical services and volunteer fire department representatives
- County, township, and city engineering department representatives
- Minnesota Department of Transportation representatives
- Federal Highway Administration representatives
- Education representatives (i.e. driver education and school transportation coordinators)
- Safety organization representatives (i.e. MADD, Safe Community Coalitions, AAA, other local groups)
- Traffic court system representatives
- Local and state elected officials
- Minnesota Department of Public Safety representatives

- Sample Agenda:**
- I. Introductions
  - II. Highway Safety Overview at the National, State and Local Level (How does the county compare to state and national trends?)
  - III. *Minnesota Comprehensive Highway Safety Plan and Towards Zero Deaths Initiative*
    - A. Overview (see example presentation)
    - B. Local Application
  - IV. Review County Crash Statistics
  - V. Local Safety Initiatives – Invite each agency represented to share their current safety initiatives and concerns
    - A. Engineering (i.e. county, township, and city engineering departments)
    - B. Enforcement (i.e. local law enforcement)
    - C. Education (i.e. education representatives, community safety organizations)
  - VI. Summary and conclusions
  - VII. Next steps

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